

**Memorial Town Hall, 1 Library Street, Georgetown, MA 01833**  
**Ph. (978) 352-5755 \* Fax (978) 352-5727**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**Memorial Town Hall**  
**Third Floor Meeting Room**  
**11/30/09**  
**7:00 PM**

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**Selectmen Present:** Philip Trapani, Chairman; Evan O'Reilly; Gary Fowler;  
C. David Surface

**Others Present:** Michael Farrell, Interim Town Administrator; Janet Pantano,  
Administrative Assistant;

**Absent:** Stephen Smith, Clerk;

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**Call to Order**

Mr. Trapani called the meeting to order at 7:00PM.

**Public Hearing-Tax Classification**

Thom Berube and Dave Bogdan, Assessors, and Jay Ferreira, Assistant Assessor were present

Mr. Trapani opened the continued Tax classification Hearing.

Mr. Berube stated that we are not certified by the DoR as of yet and may not be able to get the tax bills out by the end of the month. He explained that there are 10 communities ahead of us and 12 behind us and we are not the only town waiting for certification. Mr. Berube explained the process with Kelly & Ryan and Munis and how they help to create the billing file. He stated that he had four scenarios that they could consider:

1. To receive certification and for the tax bill to go out on time.
2. To send out a preliminary tax bill and he stated that he has a request from the Assessors to do this that needs to be signed by the BoS. He stated that this will cause an increased cost to send out an additional bill and having Kelly and Ryan and Munis in twice. Mr. Trapani asked the additional cost. Mr. Berube stated that he estimates \$3-4,000 additional cost.
3. Print our actual bill late in January, but then they could not collect bills until May 1<sup>st</sup> and this would cause a cash flow issue for the Town.
4. If legislature acts on a bill to allow towns to send out the actual bill 30 days late and collect payment before May. He stated that the problem is that they do not know if this would pass. Mr. Surface asked for the bill #. Mr. Berube stated he would get the number. He stated that he feels that with the number of towns involved something may pass.

Mr. Berube stated that the Assessors feel the request to send out a preliminary tax bill is something they should go forward with. Mr. Trapani asked when they need to know.

Mr. Berube stated that to go forward with the request would not hold them to this but would start the process as they wait for certification.

Mr. Surface asked if short term borrowing interest is low would this be cheaper. Mr. Farrell stated that he met with the Town Accountant and Treasurer and discussed options. He stated that he does not have the cost tonight but could have the numbers for Monday. He stated cost could be \$10,000 so he would recommend the \$3-4,000 option with the preliminary tax bill. He stated that the Town can pay bills for December & January but for February they would be in trouble. He stated that they have \$3-4Mil in liquid assets. He stated he supports the Assessors suggestion to do the preliminary tax billing. Mr. Berube explained that under the preliminary tax bill the 4<sup>th</sup> quarter tax bill will be more as it will have the increase for the year. Mr. Berube stated that part of the problem is that they have not received the stimulus funds.

Mr. Berube suggested that they continue the Tax Classification Hearing until next week and see if they have the certification. Mr. Surface asked for the timeline when they submitted to DoR. Mr. Berube stated that the complete package was submitted on October 20<sup>th</sup>.

Mr. Trapani asked where they would get the funds to cover the cost of the additional billing. Mr. Farrell stated that they would have to look into this. Mr. Berube stated that they may have some funds in the overlay to cover the additional costs.

Mr. O'Reilly asked what has to be done for the preliminary tax bill to be sent out. Mr. Berube stated that the request must be signed and voted by the Assessors and BoS. He stated that they would know by Dec 17<sup>th</sup> if they need to send out preliminary bills.

**Mr. Surface moved that the Board of Selectmen allow the Board of Assessors to request authorization to issue preliminary tax bills for the 3<sup>rd</sup> Quarter of FY2010 if they do not have Certification to allow enough time to set the tax rate. Mr. O'Reilly seconded the motion was approved by a unanimous vote.**

Mr. Fowler asked about quorum of the same members being present at the hearing. Mr. Farrell stated that they are fine.

Mr. Trapani stated that the Tax Classification Hearing will be continued until Monday, December 7, 2009 at 7:00PM.

### **Minutes**

**Mr. O'Reilly moved to approve the regular session minutes of November 23, 2009. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.**

### **Board Business**

*Public Safety Building Roof & Repair Contract*

Mr. Trapani stated that the Public Safety Roof contract is ready to be signed. Mr. Farrell stated that the contractor will be starting this Friday, December 4<sup>th</sup> and he stated that the contractor asked if anyone had an issue with them working on the weekend. Board stated that they were okay with the contractor working on the weekend.

Mr. Trapani stated that the Building Inspector needs a waiver from the Selectmen for the Building Inspection fees.

**Mr. O'Reilly moved to waive the Building Department fees for the *Public Safety Building Roof & Repairs Project*. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.**

Trapani stated that next week Monday, December 7<sup>th</sup> a delegate from MMMA would be coming to the BoS meeting to discuss Government structures and the processes to make any changes. He stated that the Government Study Committee will also be present.

Mr. Surface stated that he will not be present on December 9<sup>th</sup> for the joint FinCom meeting.

Mr. Farrell stated that he had just wanted to update the board on the cash flow issue with the delay of sending out the tax bills.

**Mr. O'Reilly moved to adjourn. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.**

Meeting was adjourned at 7:35PM.

Minutes transcribed by J. Pantano.

Minutes approved December 7, 2009.