

Memorial Town Hall, 1 Library Street, Georgetown, MA 01833
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BOARD OF SELECTMEN MEETING MINUTES
Memorial Town Hall
9/9/13
7:00 PM – General Meeting, 3rd floor meeting room

Selectmen Present: Philip Trapani; Gary Fowler; Stuart M. Egenberg, Clerk

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

Absent: Stephen Smith, Chairman; C. David Surface

6:00PM-Executive Session—2nd Floor Meeting Room

7:00PM-General Meeting—3rd Floor Meeting Room

6:00PM-Executive Session-Call Firefighter wages & Emergency Access Road

To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body **and the Chair so declares ...;**

Mr. Egenberg was acting Chair for the meeting.

7:00PM Pledge of Allegiance

Warrant & Minutes

Warrant to be signed

Minutes of August 26, 2013

Mr. Trapani moved to approve the minutes of August 26, 2013. Mr. Fowler seconded the motion and the motion was approved by a 2-0 vote. Mr. Egenberg abstained

Board Business

Fire Department quarterly review-Fire Chief Al Beardsley

Fire Chief Al Beardsley and Russ Moyer were present

Chief Beardsley stated that it has been a busy summer. He stated that they have responded to 1001 incidents compared to 800 a year ago. He stated that they have seen an uptick in auto crashes. He stated that Grant wise they have been awarded a \$4600 grant for education a State grant, and \$32,000 for a Federal Grant that they plan to purchase battery operated stretchers (power cots). He stated that this July they did preventative maintenance on apparatus. He stated that they had a catastrophic issue with Engine 5 and that should be fixed by the end of this week or next week. He stated that he would be attending a conference in Wakefield on the next round of grants. He stated that he has been working a lot with the Schools on the Emergency Access Road for Penn

Brook School and on the new school plans. He stated that they have seen an increase in home inspections over the summer. He stated that the Ambulance is going very good and they are looking at the fall town meeting to do an article for a remount to one ambulance. He stated that the ambulance has responded to 281 calls since January 1st. He stated that they have some challenges going forward they do the School inspections quarterly as with Baldpate Hospital. He stated that staffing is an issue with a volunteer dept and that they are down to 35 firefighters from 40. He stated that they will have an Open House Saturday, September 21st and will have the safe house for kids to go into.

Mr. Trapani asked if he sees a trend with the car accidents. Chief Beardsley stated the he did not they were just traffic issues.

Mr. Fowler asked about education and about reaching out to teachers in the churches.

Chief Beardsley stated that they hope there is carryover from what is taught at the Schools. Deputy Moyer stated that they have gone out to a church in town and sounded an alarm during services. Discussion on safety in churches

Chief Beardsley stated he works closely with the CoA Director and Chaplin on fire safety.

Mr. Egenberg asked about bad debt on ambulances. Chief Beardsley stated that he had some new numbers and that he is working with Comstar on the issue.

Mr. Egenberg thanked the Fire Department for all they do.

School Department quarterly review and update on the Synthetic Turf Field-Barbie Linares

Ms. Linares was present

Ms. Linares stated that Superintendent Jacobs was unable to attend but gave her some information to pass on. She stated School opened last week and all went well. Mr. Egenberg asked about the Christmas vacation being two weeks long. She stated that it would only be this year because the holiday falls on a Wednesday. She stated that the last day of school is June 23rd. She stated that thanks to Mike Anderson and his staff the school grounds look great. She stated that the Pennbrook courtyards were worked on by Sheriffs Dept and also looks good. She stated that Dr. Tanner will be retiring this year. She stated that they have two staff members with 20-years of service Joe Pitella and Terry Brooks, then with 25-years Nancy Condon. She stated that in late October they plan to have the official ground breaking for the new Penn Brook School. She stated that the School Building committee is finishing the M/H School feasibility Study and that it will be a small scope of work. She stated that they are still dealing with drainage issues and either a new roof or patching if possible. She stated that this would go to the voters at the spring ATM.

Mr. Trapani asked about NEASC and if they are happy with what is being done at the schools. She stated that they are but that the warning would not be removed until issues are dealt with.

Synthetic Turf Field

Ms. Linares stated that the project is moving slower than anticipated. She stated that the committee is meeting this week and they will be going out to bid on the RFQ this fall. She stated that they plan to start the project in April 2014. Mr. Farrell stated that the fields would not be ready until the fall 2014 school year. He stated that the field passed

at town meeting and with the schedule and going out to bid could not construct in fall always was scheduled do start in the spring. Mr. Egenberg asked about any concerns with permitting. Mr. Farrell stated that the project will be in front of committees during the winter.

Ms. Linares stated that the discussion on a joint maintenance with Schools and Town should be starting up again.

Ed Desjardins, 1 Larkspur Circle asked about the congestion on North Street, with backup on Pond St. He asked if this was because of more students. Ms. Linares stated that there are not more students she stated that it may be just the new parents and the confusion on the first few days. She stated that the M/H School drop off is at Perley. Mr. Trapani stated than should parents not be dropping off at Maple Street. Ms. Linares stated that it is not that you can not but they prefer drop off at the Perley.

Union Cemetery discussion with Historical Commission

Joe Knapp and Ed Desjardins of the Historical Commission were present

Mr. Knapp stated that they should have his email explaining what they are looking for. He explained that the cemetery was taken over by the Town in 2008 and Mr. Trapani is the only BoS that was there. He stated that the Highway mows the grass but that there is no one in charge of cemetery. He stated that funeral homes just bury there if the family has a deed without letting anyone know. He stated that the Historical Commission has been working on restoration of records and have done a lot of work. Mr. Desjardins stated not much done for stone restoration. Mr. Knapp stated that restoration and landscape plan was done and cost \$15,000 with CPA funds. He stated that the Union Cemetery Corp had funds and before the town took over the cemetery they had done restoration to stones but still a lot to be done. Mr. Desjardins stated that the cemetery is over 200 years old. Mr. Egenberg stated that his kids were amazed at the age of the stones. Mr. Knapp stated that he has been working with residents and is not comfortable with giving permission to anyone to do work on stones or burials. He stated that he would like to let funeral homes know by letter that they should let the town know when any burials will take place in the cemetery. Mr. Fowler asked when the last burial was. Mr. Knapp stated that a couple years ago and there maybe has been one sooner. He stated that they should be asking the town for permission.

Mr. Egenberg stated that at a recent meeting of the Park & Rec there was a discussion on who is in charge of certain properties in town. He stated that this plays into a larger agenda. Mr. Knapp stated that the Historical Commission feels that any property that is historical that they should have a say to what is done. Mr. Egenberg asked if the Historical Commission is asking to take on this job. Discussion on how the cemetery was taken over. Mr. Fowler asked what the procedure is now. Mr. Trapani stated that they have a position not filled now that deals with graves. Mr. Farrell stated he would check with MGL on a cemetery caretaker. Mr. Trapani stated that the board could let the Historical Commission take over the care of the cemetery. Mr. Knapp stated that he would like to draw up a letter to go to the Funeral Homes regarding burials at Union Cemetery and have board sign. Board stated that they would sign a letter. Mr. Knapp stated that they have a book with a list of the families and graves but it is not very

accurate. Mr. Trapani stated that the Boy Scouts may have a project to work on updating the book. Board to take under advisement

Personnel Bylaw discussion

Chris Rich, Personnel Board Chair was present

Mr. Farrell stated that the board has a recommendation from the DoR to develop a new Personnel Bylaw and the board has taken no action. He stated that if the town has a Personnel Officer that there is not the need for a Personnel Board. He stated that the Personnel Board is deactivated and has had a hard time getting members and has dropped from 3 to 2 to 1. He stated that the board has to reconstitute the board or adopt the bylaw. He stated that the proposed bylaw has been approved by the attorney general for other towns and would need to be approved by town meeting. He stated that there is not a lot of pressing issues that come before the board and this bylaw does allow more authority to the Town Administrator/Personnel Director. He explained some of the authority of hiring and firing of employees and that some would stay with the boards.

Mr. Fowler stated that during appointments it was discussed to get a joint meeting with the Moderator, FinCom, and Bos as they are the appointing authority for the Personnel Board. Mr. Farrell gave out a copy of the bylaw. Mr. Fowler stated not sure who this would cover such as ConCom as they an agent. He stated that if there was an issue then they would go before the Town Administrator. Mr. Farrell stated now they would go to the personnel board. Discussion on the appointing authority and discussion on MGL and how it applies. Mr. Egenberg asked about he Personnel Policies and who would this involve. Mr. Farrell stated all employees fall under the Personnel Policies. He stated that the elected Highway Surveyor and Town Clerk fall under the policies.

Mr. Fowler stated that he would like to hear from Mr. Rich.

Rich stated he takes exception to the no quorum comment. He stated that he has sent two names for appointment and they have not been contacted. He stated important to have the board and to have an impartial group. He stated annual reviews sent out mandatory reviews not done by departments. He stated that there are too many hats for the Town Administrator. Mr. Trapani stated that this is a management issue. He stated issues go to the Personnel Board and the government structure has grown. He stated no teeth in the Personnel Board request. He stated that the TA has only one direct report his Administrative Assistant. He stated is it better to have a Personnel Board or would it be better to have the TA in control. He stated what are the benefits of the board or the TA. Mr. Rich stated the board has three members to review job descriptions and had a FinCom member. Ms. Pantano stated that a town employee is required to be a member of the committee and is difficult position for an employee. Mr. Fowler stated that during appointments the board discussed getting together with other appointers and this falls back on the BoS. Mr. Trapani stated have other boards talk with Mr. Farrell if they have an issue with getting things done. Mr. Farrell stated that someone has to be in charge and we do not have a centralized file which is illegal and there are multiple locations of personnel files. Mr. Trapani asked for list of pros and cons and how he would interact with the board from Mr. Farrell. He stated that he agrees with the check and balance and see if items are not getting done. Mr. Trapani stated that there have been instances when HR has not been followed and it has cost the town. Mr. Egenberg asked for next meeting

to have other appointing members. Mr. Fowler stated that at the next meeting they will be closing the warrant and would like to get done ahead of time. Mr. Trapani stated that we have a placeholder. Mr. Fowler stated that he is tired of placeholders and would like to meet next week. Mr. Trapani stated that he can not make next week but can do some research behind the scenes and still have time to put the article on the warrant. Mr. Fowler does not see enough time to get this done. He asked if we have to have a STM for financial issues. Mr. Farrell stated that we do have some financial items for the STM.

Mr. Fowler asked if the Medical Marijuana Bylaw will be ready for town meeting as they had to change the public hearing. Mr. Rich stated that the Planning Board will be meeting this week on a Solar and Wind bylaw and the Medical Marijuana Bylaw hearing would be the week after. He stated that the Medical Marijuana is more pressing as they have applicants interested in coming to town. Mr. Farrell stated that they need the final form of the bylaw before October 3rd.

Mr. Egenberg stated see if the board, Moderator, and FinCom can make a meeting Monday, September 16th at either 6:00PM or 7:00PM to discuss the Personnel Bylaw change.

Agreement of Container Placement

Peter Durkee, Highway Surveyor was present

Mr. Durkee stated that he has been approached to put a container at the Highway Department for books and textiles that they would receive funds that would go to the general fund. He stated that they have a Salvation Army, Planet Aide, and a Books container now. Mr. Egenberg stated that he would rather the town be a paid monthly lease and that is what he does for Simon Malls in property management. He stated that it is easily \$100 to \$200 a month from these bins. Mr. Fowler asked what happens with the items in these bins and he would rather see St. Vincent's or a charitable container. Mr. Egenberg stated that even the non-profits make money. He explained what is done with the items even when it says non-profit. He stated that the auditing is a nightmare and is better to get a set fee. Mr. Durkee will follow up with the companies.

Civil War Monument

Peter Durkee, Highway Surveyor

Mr. Durkee stated that he has talked to the Historical Commission and Park and Rec and they do have available funds for the landscaping at the monument. He gave the board a breakdown and explained what he wants to do. He stated new lighting will be put in as because of electrical issues the service has been shut off since early April. He stated that he will be putting in a brick walk around the monument, removing the tree and brush around the monument. He stated that he is meeting with the Light Dept tomorrow to see what they can do and would like start now as it is a good time to seed. He stated that he plans to plant a Christmas tree on the green between Johnnie's and Napa to replace the tree they are removing. He stated that there will be new lights and he will be planting a drought resistance grass. He stated there is no sprinkler system but he may put in well for watering in the future. Mr. Egenberg stated that he hates that they will remove the tree. Mr. Knapp stated that the Civil Monument has to be seen and with the tree you can not

see the monument from the square. Mr. Durkee stated that it will look much better. Mr. Trapani asked what is he asking for tonight. Mr. Durkee stated that he would like permission to get started. He stated that the Historical Commission will go to CPC for the fence around the monument at a later date. Mr. Farrell stated he agrees with Mr. Durkee on what needs to be done. Mr. Knapp stated that the Dept. of Interior stated the town is dishonoring the monument by blocking it with the trees that residents should be able to walk right up to the monument.

Mr. Trapani moved to approve the estimate and plan for the *Civil War Monument* in front of Town Hall as proposed by the Highway Surveyor. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

West Street culvert

Mr. Durkee stated that the culvert was started a week ago and they would be installing the culvert this week and explained the past condition of the water flow. He stated that the project will be done by the end of the month.

Correspondence

Fire Department thank you to Erie 4

Mr. Egenberg stated that they received a copy of the letter from the Fire Chief thanking Erie 4 for the use of one of their trucks while one of ours is being repaired.

Georgetown Days Schedule September 23-29, 2013 175th year Celebration

Mr. Egenberg stated that the Georgetown Days will be held again this fall. He stated that they may have the Salsa and Chili competition again which he won one year. He stated that this is a fun event for residents.

Appointments & Approvals

Disclosure of Appearance of Conflict-ZBA Sharon Freeman

Mr. Farrell stated that the disclosure is withdrawn as Ms. Freeman can not attend the meetings now.

Disclosure Camp Denison Bob Morehouse

Mr. Farrell stated that the BoH has to hire someone to mow the landfill. He stated that they had someone mowing it for free but they can not this year. He stated that Bob Morehouse has said he would do for \$65 an hour estimating 8 hours and as a Camp Denison member this could be seen as a conflict. He stated that he needs to be designated as a Special Municipal Employee to be exempt.

Mr. Farrell stated that Ethics Commission recommends that all appointees be made Special Municipal Employees.

Mr. Trapani moved to designate *Bob Morehouse* as a *Special Municipal Employee*. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

The Chair signed the disclosure form.

Open the Special Town Meeting Warrant for October 28, 2013

Mr. Trapani moved to *open the Warrant for the Special Town Meeting for October 28, 2013 at the Middle/High School*. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Community Preservation Committee Selectmen Appointment term to expire June 30, 2015

Mr. Egenberg stated that they need to make this appointment to the CPC. He asked if anyone knew of someone interested or if anyone is interested. Mr. Trapani stated that he did not know of anyone and he is on the Historical Commission and they have a member on the CPC already. Mr. Fowler stated that he may be interested. Mr. Egenberg stated that he would be interested also.

Mr. Trapani moved to appoint Gary Fowler to Community Preservation Committee term to expire June 30, 2015. Mr. Egenberg seconded the motion and the motion was *approved* by a 2-0 vote. Mr. Fowler abstained.

Next Meeting

Monday, September 23, 2013 at 7:00PM, 3rd floor meeting room, Town Hall

Mr. Egenberg stated that he wanted to recognize Ronald Marshall for his service to the town and offer the town's condolences to the family. He stated that there would be a private service and that the family asks that those who wish to remember Ron to take a moment to walk in the woods enjoy the peace and quiet and count your blessings.

Mr. Fowler stated that someone has asked him about the air conditioning and if we are saving funds. Mr. Farrell stated that the thermostats do not go below 72 degrees and there will be an annual report on the savings. He stated that the Light Dept manager was in today and stated that he can see that the loads are down.

Mr. Trapani moved to adjourn. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Meeting adjourned at 9:06 PM.

Minutes transcribed by J. Pantano.