

Memorial Town Hall, 1 Library Street, Georgetown, MA 01833

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BOARD OF SELECTMEN MEETING MINUTES

Memorial Town Hall

4/11/13

7:00 PM – General Meeting

3rd Floor Meeting Room

Selectmen Present: C. David Surface, Chairman; Gary Fowler; Stephen Smith;
Stuart M. Egenberg, Clerk

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

Absent: Philip Trapani

Meeting was opened at 6:05PM.

Warrant & Minutes

Warrant to be signed

Executive Session Minutes of March 11 and General Minutes of March 25, and April 8, 2013

Mr. Egenberg moved to approve the Executive Session minutes of March 11, 2013.

Mr. Fowler seconded the motion and the motion was approved by a 3-0 vote. Mr. Smith abstained

Mr. Egenberg moved to approve the minutes of March 25, 2013 as amended. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Mr. Egenberg moved to approve the minutes of April 8, 2013. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Appointments & Approvals

Request from the Mike Donohoe Run/Walk Committee to hold the event on Sunday, October 20, 2013 at noon at the Perley School

Mr. Surface stated that this is a great community event for the town.

Mr. Egenberg moved to approve the *Mike Donohoe Run/Walk* to be held on *Sunday, October 20, 2013* at noon at the Perley School. Mr. Smith seconded the motion and the motion was approved by a unanimous vote.

Request from the Town Clerk for the approval of the Poll Workers for the Local and State Election on Tuesday, April 30, 2013.

Mr. Egenberg moved to approve the list of Poll Workers for the *Local and State Election* on *Tuesday, April 30, 2013* as presented. Mr. Smith seconded the motion and the motion was approved by a unanimous vote.

Board Business

Open the Annual Town Meeting Warrant, May 6, 2013 for Adjustments & Selectmen votes

Mr. Egenberg moved to open the ATM Warrant for May 6, 2013. Mr. Smith seconded the motion

Discussion

Mr. Fowler asked what we are adding. Mr. Farrell stated adding five articles in total; four are CIP and one for the Ambulance Revolving Fund Balance transfer. Mr. Farrell stated that the CIP met but had no quorum but they did discuss the articles but that they could not vote. He stated that they made unofficial recommendations. Mr. Farrell stated that he gave unofficial recommendations to the FinCom.

Mr. Farrell explained the changes needed to the warrant and the adding and combining of a Fire Department article for the Ambulance Enterprise Fund. He explained that he is adding back a Fire Department article for the Fire Department Revolving Fund just to have if the Enterprise Fund does not pass. Mr. Fowler stated that he is in agreement of opening the warrant for the changes but not for the CIP articles. He stated that he has not heard anything from CIP on these articles. He stated that he saw the FinCom vote on television but feels they should wait until fall for a CIP vote.

The motion was approved by a unanimous vote.

Police Chief Selection procedure

Mr. Surface stated he wanted to get the applications in and set the deadline for 4/15 and then wants the BoS to give their questions to Mr. Farrell and set the interviews on April 22nd and deliberate and offer on April 29th. He stated that the local election is on April 30th and he did not think about the election and of making a decision before the election. He stated his goal was to have a decision by Town Meeting and to announce the new Chief at the Town Meeting.

Mr. Fowler stated he asked to hold off and he is glad that they are talking about the process openly. He stated that he is okay to move decision to after elections but does not have an issue with this timeline. He stated that where the position was only being posting internally he wanted this to be noted in public. Mr. Surface stated that if there is a decision to hire an internal candidate then he felt it would be good to know this while Chief is out during May. Mr. Smith stated that it was good to discuss but there is a need to make a decision because if they do not hire an internal candidate they would need to move fast to advertise and interview by June 30th. Mr. Egenberg agreed with timeline and stated if the Selectmen were a 3 member board then he would suggest they wait but with the 5 members and only one up for reelection this timeline works. Mr. Surface asked if a framework of the interviews on April 22nd and then the board reconvening on April 29th to make a decision works. Mr. Fowler stated that the board will give their questions to Mr. Farrell by Thursday, April 18th and he will send out a framework for the board. Discussion on interview process Mr. Egenberg stated he likes the idea of a list of questions this is important that they ask the same questions of the candidates and the

board can write down answers. Mr. Farrell asked how long they want for each interview. Discussion on an hour for each interview and then on April 29th convene and discuss candidates and if comfortable to offer the position.

Mr. Egenberg moved to accept the timeline for the Police Chief interview and hiring process. Mr. Smith seconded the motion and the motion was approved by a unanimous vote.

Warrant

ATM13-17 & ATM13-24-Fire Dept, Enterprise Fund Creation & Ambulance Revolving Fund Balance-vote to combine (ATM13-24 added to 17 and 24 deleted)

Mr. Smith moved to withdraw Article ATM 13-17 Fire Dept Enterprise Fund Creation as previously approved. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.

Mr. Smith moved to add ATM 13-17 Transfer of Fire Department Ambulance Revolving Fund Balance as amended by combining ATM 13-24 Ambulance Revolving Fund Balance to ATM 13-17 Fire Dept, Enterprise Fund Creation and delete ATM 13-24. Mr. Egenberg seconded the motion.

Mr. Fowler asked about the dollar amount. Mr. Farrell stated that the dollar amount will be in the motion.

The motion was approved by a 4-0 vote.

ATM13-14 Fire Department, Fire Alarm Revolving Fund-moved-after the Enterprise Fund Article

Mr. Smith moved to move ATM13-14 Fire Department, Fire Alarm Revolving Fund from the consent calendar to after the Fire Enterprise Articles. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.

ATM13-08 Road Machinery Fund, ATM13-11 Local Access Programming, ATM13-13 Conservation Restriction Revolving Fund-Remove from warrant

Mr. Farrell stated that the DoR report suggested discontinuing the Road Machinery Fund, Local Access Programming and Conservation Restriction revolving accounts and the Town Accountant is concerned that she will not be able to pay out of these accounts. Mr. Surface stated the DoR report is just a recommendation and the board has not discussed at a meeting the findings. Mr. Farrell stated that he just wants to let the board know of the concerns. Mr. Surface stated that he wants to wait and review these items by the board and the report is just a recommendation. He stated that he does not want to rush into anything before they do a review and would like to also discuss with FinCom. Mr. Farrell stated that the CATV funds can only be used for Public Television Access and the contract says that the funds can not be put in the General fund. Board agrees to hold off on any decision on revolving funds until they have time to review the findings.

ATM13-34 Transfer of Fire Dept, Ambulance Revolving Fund Balance-vote to add

Mr. Smith moved to add ATM13-34 Transfer of Fire Dept, Ambulance Revolving Fund Balance to the ATM Warrant. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.

ATM 13-28 CPC bylaw amendment wording change on B (1) (g) adding Trust

Mr. Smith moved to amend ATM 13-28 CPC Bylaw Amendment by adding to B (1) (g) Affordable Housing Trust. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.

ATM 13-20 Solicitation and Canvassing Bylaw-adjustments

Mr. Surface explained that he has been working with Lt. Cudmore and the Police Chief on this article. He stated that the article does not pertain to Boy Scouts, Girl Scouts or religious persons. He stated that this bylaw allows the town to know who is in our town.

Mr. Smith moved to add modifications to ATM 13-20 Solicitation and Canvassing Bylaw. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.

CIP Items

Mr. Surface stated that the FinCom voted to add these CIP items and votes were unanimous.

Mr. Farrell explained where the funds for the capitol items would come from. He stated that funds for the lockers coming from operating capitol and does not need to be added. Mr. Surface asked if Mr. Durkee came to the FinCom meeting. Mr. Farrell stated that he did and that he is requesting a truck as the truck they have has a cracked frame.

Mr. Surface stated that the Intercom System at Perley and M/H School are a safety issue. He stated that the others are fixing the Handicap ramp at the M/H School and HVAC Unit for the M/H School Auditorium. Mr. Farrell stated that the CIP felt the ramp and HVAC could go under the Feasibility Study. He stated that the Superintendent felt that these need to be done now as they are used often.

Mr. Surface stated that where the CIP did not have a quorum they could not vote on CIP items. Mr. Farrell stated that they had 5 members but 2 were non-voting so they discussed items but could not vote.

Mr. Fowler stated that they have a CIP committee and all items should go through the process. He stated that he would be in favor of ramp and intercom. He asked how much in the Capital fund was left over from last year. Mr. Farrell stated \$100k was left over from last year. Discussion on leased skid steer

ATM13-33 Purchase of six-wheel dump truck-vote to add

Mr. Smith moved to add ATM 13-33 Purchase of six-wheel dump truck to the ATM Warrant. Mr. Egenberg seconded the motion.

Mr. Surface asked what they do if it breaks down. Mr. Farrell stated that they are not using the truck for plowing now that winter is over. Mr. Smith stated a decision for the Towns people to vote on at Town Meeting. He stated that they should allow the departments to sell at Town Meeting. Mr. Fowler stated that this is a good piece of money and that they have a committee to decide on what items should move forward and he feels the board should wait for the CIP to vote. He stated handle in the fall. Mr. Smith asked where the funds would come from. Mr. Farrell stated that the CIP can make recommendations and should be prioritizing and FinCom looks at the funding.

The motion was approved by a 3-1 vote.

ATM13-30 Intercom System for Perley and M/H School-vote to add

Mr. Smith moved to add ATM13-30 Intercom System for Perley and M/H School to the ATM warrant. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.

ATM13-31 Replacement of the Handicapped Ramp at M/H School-vote to add

Mr. Smith moved to add ATM13-31 Replacement of the Handicapped Ramp at M/H School to the ATM warrant. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.

ATM13-32 Replacement of the HVAC Unit for auditorium at the M/H School-vote to add

Mr. Smith moved to add ATM13-32 Replacement of the HVAC Unit for auditorium at the M/H School to the ATM warrant. Mr. Egenberg seconded the motion and the motion was approved by a 3-1 vote.

Mr. Smith moved to *close* the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.

Board voted recommendations of articles for the FinCom book for Town Meeting.

Mr. Egenberg moved to recommend approval of *ATM13-05 Water Department Operating Budget* on the ATM Warrant for May 6, 2013. Mr. Fowler seconded the motion and the motion was approved by a 3-0 vote.

Mr. Egenberg moved to recommend approval of *ATM13-06 Water Department Budget* on the ATM Warrant for May 6, 2013. Mr. Fowler seconded the motion and the motion was approved by a 3-0 vote.

Mr. Egenberg moved to recommend approval of all *Articles in the Consent Calendar* on the ATM Warrant for May 6, 2013. Mr. Fowler seconded the motion and the motion was approved by a 3-0 vote.

Mr. Smith moved to recommend approval of *ATM13-17 Fire Department, Enterprise Fund Creation* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Mr. Smith moved to recommend approval of *ATM13-34 Transfer of Fire Department Ambulance Revolving Fund Balance* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Mr. Smith moved to recommend approval of *ATM13-14 Fire Department, Ambulance Revolving Fund* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Mr. Smith moved to recommend approval of *ATM13-18 Fire Department, Ladder Truck Payment* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Mr. Smith moved to recommend approval of *ATM13-19 Other Post-employment Benefits Trust Fund* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Mr. Smith moved to recommend approval of *ATM13-30 Intercom System for Perley Elementary and Middle High School* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Mr. Smith moved to recommend approval of *ATM13-31 Replacement of the Handicapped Ramp at Middle High School* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Mr. Smith moved to recommend approval of *ATM13-32 Replacement of the HVAC Unit for the auditorium at the Middle High School* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 3-1 vote.

Mr. Smith moved to recommend approval of *ATM13-33 Purchase of six-wheel dump truck* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 3-1 vote.

Mr. Smith moved to recommend approval of *ATM13-20 Solicitation and Canvassing Bylaw* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 3-0 vote. Mr. Fowler abstained

Mr. Smith moved to recommend approval of *ATM13-21 Dog Licensing Fees* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 3-1 vote.

Mr. Fowler moved to recommend approval of *ATM13-22 CPC A: Community Preservation General Budget* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 2-0-2 vote.

Mr. Fowler moved to recommend approval of *ATM13-28 Community Preservation Committee By-law Amendment* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 3-1 vote.
Discussion on who presented the article. Mr. Farrell stated that this was a recommendation of the FinCom.

Mr. Smith moved to recommend approval of *ATM13-29 Senior Citizen Property Tax Abatement* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Mr. Smith moved to recommend approval of *ATM13-26 Street Acceptance-Abbey Road* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Mr. Smith moved to recommend approval of *ATM13-27 Street Acceptance-Cedar Lane* on the ATM Warrant for May 6, 2013. Mr. Egenberg seconded the motion and the motion was approved by a 4-0 vote.

Selectmen's Report

Mr. Fowler asked about reviews of department heads. Mr. Farrell stated that he reviews the Treasurer, Town Account, and his Administrative Assistant. Discussion on other employee reviews and Mr. Farrell stated department heads review their staff. Mr. Farrell stated that he can do others if delegated.

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

Meeting was adjourned at 7:50PM.

Minutes transcribed by J. Pantano