

**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**

**10/1/12**

**7:00 PM – General Meeting**

**3<sup>rd</sup> Floor Meeting Room**

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**Selectmen Present:** C. David Surface, Chairman; Philip Trapani; Gary Fowler;  
Stuart M. Egenberg, Clerk

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

**Absent:** Stephen Smith

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**Call to Order**

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

Pledge of Allegiance

Mr. Surface sent condolences to the family of Jack L'Hommedieu who passed away on September 27.

Mr. Farrell informed the board that the father of Jon Metivier, Building Inspector passed away and the board expressed their condolences.

**Board Business**

*School and ESCO Bond Issues-Margaret MacLean-Unibank and Jacqueline Cuomo, Treasurer/Collector to be present*

*ESCO Bond*

Ms. MacLean explained that they will go out for the ESCO bonds in two weeks and explained the process. She explained that there may be some cuts to the QECB program that the Town was approved to for funding and this will affect the bond by \$3,000 in FY13. Mr. Surface asked about the contract and if the baseline could be upped if they have to go for a more expensive bond. Mr. Farrell stated that they can not change the contract and discussed options. Mr. Farrell explained that he feels they can take the risk with the subsidized bonds. Mr. Surface stated that their option is to go with the subsidized bonds or tax exempt bonds. Discussion Mr. Farrell recommends the QECB bonds.

Mr. Surface asked Ms. Cuomo if she was comfortable with this. She stated that there are options.

*School Bond*

Mr. Surface asked about borrowing the funds and if they could take out funds over time. Ms. MacLean explained the process. Discussion on taking out all the funds at the low

rate now. Mr. Farrell stated that \$1.66 per thousand is the increase to taxes. Mr. Surface asked that they look at the difference on a fixed rate or declining payments.

*Notice from MA Collectors and Treasurers Association that Jacqueline Cuomo has been awarded the designation of Certified MA Municipal Collector.*

The board congratulated Ms. Cuomo on her designation as a Certified MA Municipal Collector.

*STM Warrant for October 29, 2012*

*Transfer from Overlay Surplus*

Tom Berube, Assessor and Jay Ferreira, Assistant Assessor were present

Mr. Berube stated that they are asking for an article to be added to the STM Warrant. He explained the issue and that they have the funds but need them transferred between accounts. He stated that the amount they need is approx \$8900.

Mr. Surface asked if there are any overlay funds to be release this year. Mr. Berube explained the account and how much they keep in reserves. He stated that the Assessors have agreed to keep 5 years of reserves. He stated that they would have a surplus of \$5,300 to be released this year. Mr. Surface asked for a 5 year projection on surplus overlay.

**Mr. Egenberg moved to *open* the Special Town Meeting Warrant for October 29, 2012. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.**

**Mr. Egenberg moved to add STM13-11 “To see if the Town will vote to transfer a sum of money from the Overlay Surplus Account for the purpose of paying interest related to an abatement of FY2009 personal property taxes assessed upon Verizon New England, Inc., or to take any other action in relation thereto.” to the Special Town Meeting Warrant for October 29, 2012. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.**

*STM Warrant for October 29, 2012 – FinCom to be present*

*Jim Lacey and Chuck Dickson were present*

Mr. Farrell stated that the FinCom at their meeting were in favor of putting \$300,000 in the Capital Fund, \$200,000 for Snow & Ice, and \$100,000 in the Stab Fund.

Mr. Surface stated that the estimate is \$1.1M Free Cash and he went over warrant articles with funds coming out of Free Cash and what will be left over. He stated \$250,000 for Special Ed, and \$85,000 for the M/H School Feasibility Study. He stated that this will leave \$565,000 and he would like to add \$100,000 to the Stab Fund to keep at 5%. Mr. Surface stated that he likes to keep Stab fund at 5% at least. Mr. Lacey stated that he likes to keep at 5%.

Discussion on Special Education amount and article. Mr. Lacey stated that the FinCom requests that departments spend the funds they have and in the spring come back for what they need for the rest of the year. Mr. Lacey stated that the FinCom felt there is a need

for the \$300K in the Capital Fund. Mr. Trapani stated that they are also using CPC funds for some capital items. Discussion on numbers for Stab and Capital Funds.

Mr. Trapani stated that he feels the 25% should be from the \$1.1M not from the \$565K left over amount. Mr. Farrell stated that we may need \$100K for the MEMA Hazard Mitigation Grants share amount if the grant for Perley and the M/H School is approved in the spring. Mr. Lacey stated that he would like to see at least \$250K in the Capital Fund. Mr. Fowler asked FinCom about the School Special Ed funds. Mr. Lacey stated that they had discussed a \$125K amount and have not discussed \$250K. Mr. Dickson stated that the Town has Free Cash funds and are dividing between accounts and all of a sudden the School comes in with a number larger than anticipated.

Mr. Fowler asked looking ahead will the FinCom keep a line item for capital items. Mr. Lacey stated that they do plan on keeping the line item. Mr. Fowler stated that the funds being put into the Capital Fund would be available to be expended in the spring? Mr. Lacey stated that the CIP must recommend projects at town meeting. Mr. Surface stated Mr. Fowler has asked that a percentage goes into the Capital Fund every year to fund projects so we do not get into same predicament as before. Mr. Lacey stated that they would like to do this if we have the funds. Mr. Trapani stated that we have a lot of capital items and has there been a review of projects, and asked what is the percentage of the operating budget that is being spent on capital projects. He stated that we could be over investing in capital improvements. Discussion on capital needs and expenditures

Mr. Fowler stated that in a short time there have been a lot of capital items but they have come in as emergency needs and they have been using free cash and he would like to see more funds used for maintenance.

Mr. Surface recommended that \$100K go to the Stab Fund, \$215K to the Capital fund, and \$250K for Snow & Ice.

**Mr. Fowler moved to recommend \$100K of Free Cash be transferred into the Stabilization Fund. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.**

**Mr. Trapani moved to recommend \$215K be transferred from Free Cash into the Capital Fund. Mr. Egenberg seconded the motion.**

Mr. Fowler stated that he would like to see to \$250K go into the Capital Fund.

**Mr. Fowler moved to amend the motion to recommend \$250K from Free Cash be transferred into the Capital Fund. Mr. Trapani seconded the amendment and the amendment was not approved by a 1-4 vote.**

**The vote on the original motion was approved by a unanimous vote.**

**Warrant & Minutes**

Warrant to be signed

Minutes of September 24, 2012

**Mr. Fowler moved to approve the *Minutes of September 24, 2012*. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote. Mr. Trapani abstained**

*Request from the Planning Board for the board to layout Abbey Road as a public way and refer back to the Planning Board.*

**Mr. Egenberg moved to request a layout of Abby Road and to refer back to the Planning Board. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.**

*Request from the Planning Board for the board to layout Cedar Lane as a public way and refer back to the Planning Board.*

**Mr. Egenberg moved to request a layout of Cedar Lane and to refer back to the Planning Board. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.**

*STM-Warrant October 29, 2012*

**Mr. Trapani moved to close the Special Town Meeting Warrant for October 29, 2012. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.**

### **Town Administrator's Report**

*ESCO update*

Mr. Farrell stated that the work was progressing and ABM plans on finishing the project on December 15<sup>th</sup>. Mr. Fowler asked about the boiler at town hall. Mr. Farrell stated that he is waiting for drawings for the cooling tower and vents so he can send them to the State Historical Commission. He stated that they may move the cooling tower to the other side of parking lot and then it will not have to go to the State.

### **Appointments & Approvals**

*Request from the Town Clerk to approve the Poll Workers for the State/Presidential Election, Tuesday, November 6<sup>th</sup>.*

**Mr. Egenberg moved to approve the poll workers for the State/Presidential Election, Tuesday, November 6, 2012 as listed. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.**

### **Next Meetings**

Monday, October 15, 2012 at 7:00PM, Town Hall, 3<sup>rd</sup> Floor meeting room.

Saturday, October 20, 2012 at 10:00AM, M/H School Auditorium

Monday, October 29, 2012 at 6:00PM, M/H School, 1<sup>st</sup> Floor meeting room.

STM-Monday, October 29, 2012 at 7:00PM, M/H School Auditorium.

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

Meeting adjourned at 8:40PM.

Minutes transcribed by J. Pantano.