

**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**

**9/10/12**

**7:30 PM – General Meeting**

**3<sup>rd</sup> 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

---

**Call to Order**

Mr. Surface called the meeting to order at 7:30PM.

Mr. Surface stated that he wanted to send the board and town's condolences to the Hart family on the passing of Barbara Hart. He stated that Mrs. Hart had given many hours as a member and Chair of the Affordable Housing Task Force.

Pledge of Allegiance

**Warrant & Minutes**

Warrant to be signed

Minutes August 27, 2012.

**Mr. Fowler moved to approve the *Minutes of August 27, 2012*. Mr. Smith seconded the motion and the motion was approved by a unanimous vote.**

**Board Business**

Police Chief Mulligan was present

Read a Press Release on a Prescription Drug collection that will be done State and Nation wide. He stated that this initiative will start on September 29<sup>th</sup> but will be available forever for Georgetown residents. He stated that the box will be available at the Public Safety Building. He thanked Officer Broderick for his efforts on this project and his work on painting, etc for the collection box.

*Notice of an upgrade of the Police Department Handguns by Police Chief Mulligan.*

Chief Mulligan explained about the initiative by Glock guns for an upgrade and exchange of guns and ammunition, including holsters and that there will be no cost to the Town. He stated that all officers would be qualified in the new weapon prior to trading in the old weapons. He stated that the upgrade should be complete by December 2012. He thanked Officer Jones for his efforts.

Chief Mulligan stated that they have their new Dodge Chargers and they are updated with the latest equipment and asked the board to stop by and check them out.

*Police Declaration of Surplus Property for approval*  
Hold for next meeting

*Update on the Emergency Generator at the M/H School by Police Chief Mulligan.*  
Chief Mulligan explained the Light Department stepped up and paid for the testing of the generator at the M/H School and School Facilities Manager Mike Anderson has helped with the testing. He explained that the generator would power all facilities needed for an emergency shelter at the School. He explained that Trestle Way has a propane tank powered generator now and any senior could go there in an emergency. He stated that the School has food and water for 500 people. Mr. Surface asked how often the generators are tested. Chief Mulligan stated that automatic testing is done.

*Surplus Equipment*

Mr. Surface stated that they have a request from Mr. Farrell to declare a list of computer equipment a surplus. Mr. Farrell explained that this is all outdated equipment.

**Mr. Egenberg moved to approve the Surplus Equipment list as presented. Mr. Smith seconded the motion and the motion was approved by a unanimous vote.**

### **Selectmen's Report**

*Policy for Common Victualler License*

Mr. Surface stated that Mr. Smith worked on editing the Common Victualler policy and asked if he could update the board. Mr. Smith explained that the changes he made were for license renewals and that everything else was all set. Board looked over the new Common Victualler License Renewal form and asked to add the fee to the form.

**Mr. Smith moved to approve the Selectmen *Common Victualler License Policy* and application form. Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.**

*Policy for Remote Participation*

Mr. Surface stated that this policy goes along with Kopelman & Paige suggestions. Mr. Farrell stated that if the BoS adopts this policy then all boards shall adopt the policy. Mr. Surface asked how it would go out to members. Mr. Farrell stated he would send to all Chairs of Committees & Commissions. He stated that no one can do this unless the board approves the policy. Mr. Fowler asked if the town is set up for this type of conference calling. Mr. Farrell explained that the CATV staff has installed phone jacks in the 3<sup>rd</sup> floor and 2<sup>nd</sup> floor meeting rooms so they are all set. He stated he was not sure of the basement meeting room and would check on that. Mr. Fowler asked if we already approved Remote Participation. Mr. Farrell stated that the board accepted the law and that this is a policy on the use. Mr. Egenberg asked if Mr. Farrell had any issues. Mr. Farrell stated there will be bugs but having a policy will keep us from any hazards.

**Mr. Smith moved to approve the *Policy for Remote Participation* as presented. Mr. Egenberg seconded the motion.**

Mr. Fowler asked if the boards would have to each vote to have remote participation. Mr. Farrell stated that the Chair has to approve that the member is in compliance with the policy. He stated that there still needs to be a quorum present. Mr. Fowler stated he still likes to have all members present.

**Motion is approved by 3-1 vote.**

*Warrant Article discussion*

Discussion on warrant articles on the STM Warrant.

Mr. Farrell explained that in the new School Article the dollar amount will be in the motion and is not in the article. He stated that other articles would be one for a Feasibility Study for the M/H School as requested by MSBA, Elm Street improvements, and one for Debt R .

He stated that in the budget adjustment article would be a \$3671 for an increase in the ZBA hours that was approved but did not make the budget book. He explained that the ZBA does not have an operating budget as other departments and they pay for the phone, supplies and operating expenses from their revolving fund. He stated that this could come from Reserve Fund. He stated that we also have two insurance claim deductibles of \$7500 so need to ask for \$15000 from the Reserve Fund or town meeting, another is \$600 for bonds for CIP items and ESCO. He stated that there will be a FinCom meeting soon to go over funding these items.

Mr. Smith stated that the warrant will be under 10 articles. Mr. Farrell stated that it would be.

Mr. Fowler asked if we will do anything with the Capital Fund and Stabilization Fund. Mr. Farrell stated that at the FinCom meeting next week they will vote on this and make a recommendation to the board. He stated that the policy is for BoS and FinCom agreed on up to 25% to go into each Fund leaving a balance for a Snow and Ice deficit.

Mr. Fowler asked if the funds for Elm Street can go in with the new school article. Mr. Farrell stated that our counsel stated that we can these funds in, but MSBA does not like towns to do this. Mr. Surface stated that he feels the number should be included in the total. Mr. Farrell stated that Mr. Durkee is working on a number with an engineer. Mr. Fowler asked if it would go through this board. Mr. Surface stated through both the SBC and BoS will vote on a number. Mr. Fowler stated that at a Tri-Board meeting it was discussed to hold the new school article until spring. Mr. Surface stated that they will have a big meeting tomorrow with the SBC. He stated that the documents went before MSBA and the consultants have answered questions. He stated that there will be an update tomorrow and that there will be one more meeting in October and a budgeted amount from MSBA that we can not go over. Mr. Egenberg asked for a summary of the meeting as he will not be available to attend.

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

#### **ESCO update**

Mr. Farrell gave the board copies of the ESCO timeline. He stated that he has not heard anything so that is good and a large part has been completed at the Schools and Public Safety Building. He went over the list with the board. He stated that once they finish with Town Hall we can start the outside of the building.

### **Appointments & Approvals**

Mr. Surface stated that the board received a request to appoint Joan Liporto, School Business Manager to the SBC as a non voting member.

**Mr. Smith moved to appoint *Joan Liporto to the School Building Committee as a non-voting member term to expire June 30, 2013.* Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.**

Mr. Surface stated that the board has a request from the Council on Aging to appoint Nancy Thompson to the CoA as a full member, term to expire June 30, 2015.

**Mr. Smith moved to appoint *Nancy Thompson the Council on Aging term to expire June 30, 2015.* Mr. Egenberg seconded the motion and the motion was approved by a unanimous vote.**

### **Next Meeting**

Executive Session-Monday, September 24, 2012 at 6:00PM, Town Hall, Selectmen's Office.

Monday, September 24, 2012 at 7:00PM, Town Hall, 3<sup>rd</sup> Floor meeting room.

Mr. Surface stated that the Fire Department would be holding a 9/11 ceremony tomorrow at 9AM at the Public Safety Building.

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

Meeting adjourned at 8:30PM.

Minutes transcribed by J. Pantano.