

**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**  
**1/13/14**  
**7:00 PM – General Meeting, 3<sup>rd</sup> floor meeting room**

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

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

**Absent:** Stephen Smith, Chairman

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Pledge of Allegiance

Mr. Egenberg was acting Chair for the meeting.

**Board Business**

*Request for the appointment of Scott Yanosick as a Reserve Officer term to expire June 30, 2014*  
Chief Cudmore gave background information on Mr. Yanosick. He stated that he has all the training needed. He stated that his family is present this evening.  
Board members welcomed

**Mr. Surface moved to approve the appointment of Scott Yanosick as a Reserve Officer term to expire June 30, 2014. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.**

*American Red Cross Memorandum of Understanding*

Chief Cudmore had an updated MOU with the American Red Cross and he explained that this is under the town's Emergency Management Plan.

**Mr. Trapani moved to allow the acting chair to sign the Memorandum of Understanding between The American Red Cross and the Town of Georgetown's Emergency Management Plan. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.**

*Civil Fingerprint Bylaw*

Chief Cudmore stated attorney's recommend a bylaw for Civil Fingerprint Bylaw. He read the seven levels that this bylaw would cover (Hawking and Peddling, Manager of Alcoholic Beverage License, Owner or Operator of Public Conveyance, Dealer of Second-Hand Articles, Pawn Dealers, Hackney Drivers and Ice Cream Truck Vendors).

Mr. Surface asked about license to carry a firearm or a fingerprint request for financial issues. Chief Cudmore stated that the firearm is under a different law and they send the financial requests to the State Police.

Mr. Fowler asked about fingerprinting of liquor license applicants. Chief Cudmore explained that is required under the State but not at the local level and this will allow them to perform the fingerprinting if in the future we require this.

Mr. Egenberg asked about the Solicitation Policy and if it is in use. Chief Cudmore stated that they have charged two individuals under the new bylaw.

*Request from Adam Gibbons for appointment to the Historical Commission term to expire June 30, 2016*

Mr. Egenberg asked for some background info. Mr. Gibbons stated he moved to town with his wife and has a young son, he stated that he is an architect and has his own business and would like to serve on a committee. Mr. Trapani stated that the board is looking for some younger members and have some projects that need some work. The board welcomed Mr. Gibbons as a committee member and discussed other openings in town.

**Mr. Trapani moved to approve the appointment of Adam Gibbons to the Historical Commission term to expire June 30, 2016. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.**

### **Warrant & Minutes**

*Warrant to be signed*

*Minutes General Meeting November 4, 2013*

**Mr. Trapani moved to approve the minutes of November 4, 2013. Mr. Fowler seconded the motion.**

Mr. Fowler had a correction on page 2 date should be 12/31/2013 for Class II Used Car.  
**The motion was approved by a unanimous vote.**

### **NEW BUSINESS**

*Correspondence process*

Table until next meeting

*Open the Annual Town Meeting Warrant for May 5, 2014*

**Mr. Surface moved to open the Annual Town Meeting Warrant for May 5, 2014. Mr. Trapani seconded the motion.**

Mr. Fowler stated that they do not know who is putting the articles forward. He asked for a procedure. Mr. Egenberg stated articles come to Ms. Pantano or Mr. Farrell and then they are placed on the warrant. Mr. Farrell stated that the board votes to add each article. Mr. Trapani stated Mr. Fowler's issues is that the sponsors are not at the meeting when discussed. Mr.

Fowler stated that we have had many placeholders and wants to know who moved the article forward to the board. Mr. Farrell stated that articles have to be reviewed by counsel and come from a department or committee and then they come to the board. He stated that except for a petition article that does not go to counsel. Mr. Surface asked that whoever submits be listed on the draft warrant. Mr. Farrell stated some also come from CIP.

**The motion was approved by a unanimous vote.**

### **Correspondence**

*Request from the American Diabetes Assoc. to pass through town for their annual TourdeCure bike ride.*

**Mr. Trapani moved to approve the American Diabetes Association TourdeCure bike ride to pass through Georgetown Sunday, May 18, 2014 with notification to the Police Department. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.**

### **Old Business**

*Rehabilitation of Elm Street-Engineering Contract for approval*

Mr. Farrell stated that Mr. Durkee should be present to discuss this contract. He stated that the board wanted the Historical Commission and neighbors to be involved in the plan. He stated that the contract lists that there will be a Public Meeting as requested. He stated that town counsel has vetted the contract.

**Mr. Trapani moved to approve the Rehabilitation of Elm Street engineer contract from Bayside Engineering as presented. Mr. Surface seconded the motion**

Mr. Fowler stated that they do not have to go before Planning Board. Mr. Egenberg asked if a road goes through Planning Board. Mr. Farrell stated Planning Board is involved in Subdivisions and new streets. Mr. Fowler stated he has concerns on storm water calculations. He stated that they are working on drainage and working with what is present now. Mr. Fowler stated that he has a concern with water and drainage in this area. Mr. Trapani and Mr. Fowler asked to wait for Mr. Durkee to arrive to answer questions.

**Mr. Surface withdrew his second until Mr. Durkee arrives**

Mr. Egenberg asked if the water Department is looking to replace pipes during rehabilitation of the road. Mr. Farrell stated that he knows that Mr. Durkee lets the water department know what streets that he will be working on.

### **Selectmen's Report**

*Financial Management Review from DoR for discussion*

Table to next meeting

*Request to surplus personal property*

**Mr. Surface moved to approve the Brother printer/fax as surplus property. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.**

*Veterans' rebate and budget information from Terry Hart, Veterans Agent*

Mr. Hart stated that he had a rebate check of \$1,385.39 to give the acting Chair. He stated that Newbury and Byfield will join with them and this reduced the town cost. He stated that they did get approval from the State for them to join. He stated that this check represents funds returned in good faith. He stated that there are a lot of veterans' in these towns to service. Mr. Egenberg asked what is their core mission. Mr. Hart stated that their mission is to find veterans' and widows and to make sure that they are receiving all the services they are eligible for. He gave some examples of the services they perform. Mr. Surface asked if the funds he gave back could be used for something else. Mr. Hart stated that he does not have anything and tries to hold his cost down. Discussion on flags in town and memorials in town.

*Camp Denison Engineering Contract-For Toilet and Shower Facilities*

Mr. Farrell stated he has a last minute contract with KipCon New England, LLC for Camp Denison Toilet and Shower Facilities. He stated that the contract is not to exceed \$4500. He stated that the bid for the upgrade will be over \$25K with the plumbing needed. Board signed the contract.

*Request from Peter Durkee, Highway Surveyor to deficit spend the Snow & Ice Account*

Mr. Durkee stated that they have a balance of \$18K but not all the bills are in for plowing and sand and salt purchased. Mr. Egenberg asked if any major issues with plowing. Mr. Durkee stated no. Mr. Fowler asked if we have a dollar limit. Mr. Durkee stated that he will be in at the end of the month with an update.

**Mr. Surface moved to approve the Highway Surveyor to deficit spend the Snow & Ice Account. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.**

*Rehabilitation of Elm Street-Engineering Contract for approval-Continued*

Mr. Fowler wanted to know what we are getting out of this contract. He stated that it states nothing with drainage or signals, wetlands delineation, and in Phase III no owners agent but they will help Mr. Durkee if needed. He stated a lot of funds and what are we getting. Mr. Durkee stated they are doing drainage and will look at signals and will do a study. Mr. Durkee stated that the wiring is there for signals if needed. Mr. Surface asked about the drainage and if they will look at drains and if the water department will be putting down new pipes. Mr. Durkee stated that the water department has told him they do not have the funds to replace the pipes. He stated that he lets the gas company know which streets he is working on so they can replace piping and he will be meeting with them this month on the Winter Street project. Mr. Durkee stated that he can talk with Lou Mammolette, Water Department Manager on the Elm Street pipes.

Mr. Egenberg asked if Mr. Farrell could talk with the Water Dept. Mr. Farrell stated that something should be in writing from the board to the Water Department. Mr. Fowler asked if this would increase costs to the project. Mr. Durkee stated that the water department can go out and get engineering and it would be at their costs. Mr. Trapani had questions on storm water drainage. He stated he knows residents in the area who have told him they have water issues and

if we are replicating then will we have same issues. Mr. Durkee stated near Brook Street there are some water issues. He stated that this will go through the Conservation Commission for permitting. Mr. Durkee explained the crossover pipes that have been replaced and will be replaced. Mr. Fowler asked if this is the first project that the town is doing on its own at this size. Mr. Durkee stated that it is smaller than the Library Square project. Mr. Egenberg asked if the contract approval can wait for next meeting for a vote. Mr. Durkee stated yes he will check on the drainage and get back to the board at the next meeting.

Mr. Egenberg asked what other projects need to be done. Mr. Durkee stated that he needs to look at Andover Street. He stated that they spent 6 hours out there today with cold patch. He stated that they are out there all the time repairing. He explained some issues with drainage. He stated he wants to look at the drainage and fix this first before the road is repaved.

Mr. Fowler stated that there are problems with water after projects are done and what is being done to prevent this from happening again. Mr. Durkee stated that they will be replacing pipes and catch basins in the area. Mr. Fowler stated that he wants to know who else is looking at these projects. Mr. Durkee stated that he is looking, the engineer, and the contractor. Mr. Surface stated that they do not want to have the same issues as the Library had after the project was done. Mr. Durkee stated that there was an issue with a manhole not being there at that site. Mr. Fowler asked when we discuss the funding. Mr. Durkee stated that the project was approved at Town Meeting. He stated that they will have a figure after the engineering is done and the project goes out to bid. Mr. Surface asked about the Safe Road to Schools Program. Mr. Durkee explained that the Schools have signed up for the program but we may not have enough time to get funds.

#### **APPOINTMENTS & APPROVALS**

*Request for the appointment of Nick Feitz to the ConCom term to expire June 30, 2016*

Board asked if ConCom in favor of this appointment. Ms. Pantano stated she had an email from the ConCom Agent that the ConCom supports the appointment. Mr. Surface stated that they would like to meet the individual before appointing. Board asked to invite Mr. Feitz to the next meeting.

*Request from Kelsey Bresnahan Sousa for appointment to the CATV committee term to expire June 30, 2014*

**Mr. Surface moved to approve the appointment of Kelsey Bresnahan Sousa to the CATV Committee term to expire June 30, 2014. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.**

*Honey Dew Donuts-Common Victualler to expire December 31, 2014*

**Mr. Trapani moved to approve the Common Victualler license for Honey Dew Donuts to expire December 31, 2014. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.**

**TOWN ADMINISTRATOR'S REPORT**

Mr. Farrell discussed budgeting and that the process has started. He stated that the Governor's budget will be out soon and is usually announced at the MMA meeting. He explained the projections out there and that he is cautiously optimistic. Mr. Surface asked if he has heard from Representative Mirra on any funding for the Pond Street fencing project. Mr. Farrell stated that he has not and will send a letter to Rep. Mirra.

Mr. Surface asked about the Town Meeting bylaw if it has passed at the State. Mr. Farrell stated that he has not heard and will check on it.

**Next Meeting**

Monday, January 27, 2014 at 7:00PM, 3<sup>rd</sup> floor meeting room, Town Hall

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

Meeting adjourned at 8:50PM.

Minutes transcribed by J. Pantano.