

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
7/7/14
7:00 PM – General Meeting, 3rd floor meeting room

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

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

Absent:

Pledge of Allegiance

Warrant & Minutes
Warrant to be signed

Board Business

Cultural Council request for a One-Day Liquor license-Beer only for July 20, 2014 5-7PM
Patty Durkee to be present Murphy

Mr. Smith moved to approve the request for a One-Day Liquor license-Beer only for the Cultural Council on Sunday, July 20, 2014 from 5-7PM at the American Legion Park concert. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.

Marapoti/Heather Road Conservation Restriction-Vanessa Johnson, Essex County Greenbelt Association to be present

Ms. Johnson gave background on ECGBA to the board and explained the Conservation Restriction that they are proposing be signed by the board. She stated that the CR is for 5.3 acres near Rock Pond. She stated that the owner did take a parcel out for a future home. She stated that the State has approved the CR and the local board must approve the CR. Mr. Farrell stated he asked our Council to review and he stated that they do not review these as the conditions are for a private CR between the property owner and ECGBA. Mr. Surface asked if increase or decreasing value of the land. Mr. Farrell stated that he talked with the ConCom agent who discussed with the assessors and only reduced taxes by \$85. Mr. Trapani asked if this CR is just with ECGBA. Ms. Johnson stated that it is. Mr. Trapani stated this property would not be for public access. She stated that it is not and the reason is to protect the wildlife habitat. Mr. Fowler asked if ECGBA oversees the property. She stated that they would. Mr. Trapani asked if the land is unbuildable. She stated that it was taxed as unbuildable.

Mr. Smith moved to approve the Marapoti/Heather Road Conservation Restriction as presented. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.

Request from Darlene Meagher to sell cupcakes at American Legion Park from cupcake truck
Ms. Meagher was present

Ms. Meagher stated that she is Serve safe and the Groveland BoH came to her home to approve her business. She stated that she can serve in Groveland. Mr. Farrell stated that we do not have Food Truck regulations in Georgetown so this would go under the State regulations and Ms. Meagher would need a Hawkers and Peddlers license and would have to register with the State for tax certification, and need a DBA. She stated she has contacted the Groveland Police Chief but he has not returned her call. She stated she has had a Cori done by her School System. Mr. Trapani stated he was not clear on what is needed in Georgetown. Mr. Farrell stated she would need a Hawkers and Peddlers license from the State, Tax Certification, and a Character reference from the Police Chief in her town and a certificate from our BoH. He stated that the collection of Sales Tax is by the DoR. Mr. Trapani stated that he does not see any reason to not allow once we have all the required documentation. Mr. Surface stated that later on our agenda we have draft Food Truck regulations. Mr. Trapani stated that he would also like to hear from Park & Rec. He stated that they do have a snack bar at the park. Ms. Meagher to return once she has all the documentation needed.

GAA and BoS Donation and Turf Field Use Agreement

Mr. Surface asked if STAC was in last meeting. Mr. Egenberg stated that they did come in to the last meeting. Mr. Farrell stated they were to meet with him but he was on vacation so were unable to meet. Discussion on bleachers, lights, and scoreboard, and bathrooms. Mr. Egenberg asked that they come into the next meeting.

APPOINTMENTS & APPROVALS

Appointments for FY15 to FY19

Request from Wallace Rose for appointment as Sealer of Weights & Measures

Mr. Farrell stated after the meeting he talked with Charles Carrol at the State regarding the Sealer of Weights and Measure position. He stated that the State can come in and would do the inspections but we would have to bill the businesses. He stated that in the past the Sealer of Weights and Measures billed the businesses and would do all the inspections for \$3K.

Mr. Fowler stated that this was a town service and then went out to someone with certification. He stated they appointed Mr. Rose up to this meeting and he is not sure want the board wants to go to the State. Mr. Rose stated that his father has sent a report every year to the town. He stated that he has been helping his father in covering towns to help his father. Mr. Trapani stated that they have a recommendation to go with the State. He stated that this is not a big expense for the town and he personally would allow Mr. Rose for a year and see the results. He stated no news is good news and he has never heard anything negative. He stated that this would be against his Town Administrator's recommendation. Mr. Rose stated that his services help out the businesses. Mr. Surface asked how this works. Mr. Rose explained that he makes sure the scales are correct for both the public and the business. He gave a list of fees to the board. Mr. Farrell stated the revenue is \$300 to \$400 a year and we pay \$3,000. Mr. Rose stated he did the

Gas Station across the street last month at \$325. Mr. Trapani asked if they could have a report each month. Mr. Rose stated he could do that. Mr. Trapani stated not a big issue but should be addressed. He asked for the best practices that he uses in Haverhill and Wakefield. Mr. Surface asked who he reports to. Mr. Farrell stated that the BoS appoint. He stated that the BoH does not have anything so far to do with Sealer of Weights and Measure. Mr. Fowler asked if the State does not bill then who would the BoH. Mr. Farrell stated that the BoH would have to bill. Mr. Fowler stated that he would like to wait and get some more information before we make a change. Mr. Farrell stated that they should talk with the Health Agent. Mr. Surface stated that we are losing funds and agrees with Mr. Farrell this must be corrected. Mr. Farrell asked how many scales and pumps are in town. Mr. Rose did not know. He listed the scales, etc. in town that he knew of and stated he could put a list together. He stated all scales at the Schools must be done. Mr. Farrell stated the State has the weights for large scales. Mr. Rose stated that he gives a personal touch and does not give any fines out. Mr. Fowler stated that the State comes out to inspect a lift at the Church and there are fines that are large. Mr. Trapani stated that his preference is with the local and family business and let the State work with larger communities. Mr. Smith stated we need to get the reports and check the funds that we should be receiving.

Mr. Trapani moved to appoint *Wallace Rose* as *Sealer of Weights & Measure* term to expire **July 31, 2015. Mr. Smith seconded the motion.**

Mr. Fowler stated that he would be taking over for his father. Mr. Fowler asked Mr. Farrell if they could pull appointment if needed. Mr. Farrell stated they could by cause. Mr. Farrell stated that the town needs a list of scales, etc. Mr. Surface stated Mr. Rose may need more time to pull all this information together.

Mr. Surface moved to amend the appointment for *Wallace Rose* as *Sealer of Weights & Measure* term to expire September 30, 2014 to see if produces the documents requested. Mr. Smith seconded the motion.

Mr. Fowler asked Mr. Rose how he feels about this. Mr. Rose stated that he is here to do a service for the town. Mr. Smith asked for billing for last year. Mr. Fowler asked about the billing and if they should do the billing or the Town. Mr. Rose stated he would produce the report from last year and this year and do a monthly report and an audit of what is in town. Mr. Fowler stated he is comfortable either way. Mr. Rose asked about his fee and if the same as his father he is okay. Mr. Farrell stated he is paid \$300 a month.

The Amendment was approved by a unanimous vote.

The original motion was not approved by a unanimous vote.

Employee Handbook-Revised for July 1, 2014

Mr. Farrell stated that he sent out the draft handbook to department heads and staff and has received comments from the staff and did get some responses from department heads. He stated that he has made some adjustments. He stated that this a very comprehensive handbook and uses best practices of the State and is recommended by MIIA. Mr. Surface asked if our town counsel should review. Mr. Farrell stated would not hurt but could be costly. They asked him to get a quote. Mr. Fowler stated that organization is listed a lot in here in the definition explain this. Mr. Farrell stated that the handbook refers to all employees except Schools.

Food Truck Regulations

Mr. Trapani asked to hold until the next meeting. Mr. Surface asked for the Police Chief to be here to discuss. Mr. Fowler asked if we saw this before. Mr. Farrell stated K & P wrote the regulation for another town and we have to personalize it for Georgetown.

Acceptance of Kiwanis monetary gift to the Fire Department

Mr. Egenberg thanked all those involved in acquiring the gift.

Mr. Smith moved to accept the monetary gift of \$5K from the Kiwanis to the Fire Department. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.

Line Item Transfer approval

Mr. Farrell stated that this is just an adjustment for payroll in the Board of Health.

From account 15112, Health Services	\$600.00
To account 15111, Health Personal	\$600.00

Mr. Surface moved to support the line item transfer for the BoH as presented. Mr. Smith seconded the motion and the motion was approved by a unanimous vote.

Park & Rec Easement - 186 East Main St-Jim DiMento to be present

Mr. DiMento to come into a future meeting as he is waiting for some signatures.

Next Meeting

Monday, August 4, 2014 at 7:00PM, 3rd floor meeting room, Town Hall

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

Meeting adjourned at 8:20PM.

Minutes transcribed by J. Pantano.