

**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 ~ 3<sup>rd</sup> floor meeting room**  
**10/6/14**  
**6:30 PM – General Meeting**  
**7:00PM –Joint meeting with the School Committee**

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

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

**Absent:** Stephen Smith; Philip Trapani

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Pledge of Allegiance

**Warrant & Minutes**

Warrant to be signed

*K of C Tootsie Roll Drive (K of C representative to be present)*

Mr. Takis was present representing the Georgetown Knights of Columbus to request to hold the Tootsie Roll Drive in the square and at the lights at Central and Library Street on Saturday, October 11, 2014. Mr. Takis stated that this is an annual event. Mr. Surface stated that they also need to check in with the Police Chief.

**Mr. Surface moved to approve the Annual Tootsie Roll Drive to be held in the Georgetown Square and at the Central/Library Street lights on Saturday, October 11, 2014.**

**Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.**

*Horribles Parade, Saturday, November 1, 2014*

Mr. Egenberg stated that the annual Horribles Parade will be on Saturday, November 1, 2014. He asked if the board had to vote on the parade. Mr. Farrell stated that they do not have to have a vote. Mr. Surface stated that the committee should also notify the Police Chief of their event.

*Crosby's Market, Inc. request to change sale of Wine and Malt Sunday hours to 10:00AM to 9PM.*

Mr. Egenberg stated that this a request to change sale of Wine and Malt on Sundays at Crosby's Market from Noon to 9PM to 10AM to 9PM.

**Mr. Surface moved to approve the request from Crosby's Market, Inc. to change their hours on Sunday to sell Wine and Malt to 10:00AM to 9:00PM. Mr. Fowler seconded the motion.**

Mr. Fowler stated that when a business requests a change we should charge a fee. Mr. Surface agreed.

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

### **NEW BUSINESS**

FinCom representative to discuss use of full tax levy limit for FY16 Budget

Jim Lacey, FinCom member to be present

Mr. Fowler explained that this goes back to the start of the M/H School project and a discussion to work the funds for the project into the budget and not to raise taxes. He stated that Mr. Surface at a meeting stated we could maybe use funds from Free Cash and not take the Prop 2 ½. Mr. Lacey stated that you are talking about \$400k for budget items and the DoR does not like towns to use the funds to fill a gap in their budget. He stated that the next year you would have to level fund. Mr. Fowler stated that level services is a different budget. Mr. Fowler stated in the fall we use Free Cash for short falls and Snow and Ice. He stated if that if the town does not use all the Free Cash in the fall it could be used in the budget. Mr. Surface stated that the board would like the FinCom to look at this option during the budget. Mr. Farrell stated that he looked at this and did a budget and explained the numbers that he looked at for the town and school. He stated that this is a contract year for teachers and last year was a 2% increase for teachers and all budgets were level funded. He stated that with his estimates the budget summary shows a \$310K deficit. Mr. Surface stated the Police contracts have a 1 ½% increase see where this takes us. Mr. Lacey stated that bonding for the M/H School will have a time period when there are two bonds for the School. He stated that we have to see if we can put some funds in the Stab Fund and then pay off the bond. Mr. Egenberg asked if the FinCom can talk about this and look into during the budget season. Mr. Lacey stated that he will bring this back to the FinCom.

Discussion on Middle/High School roof top units and if \$175K is enough of if additional funds will be needed as they were given \$25K at the ATM and if those funds have been spent.

*Emergency Medical Services Zone Plan-Fire Chief Beardsley to be present*

Chief Beardsley explained the document and that this will be signed by neighboring towns also.

**Mr. Surface moved to approve the Chair to sign the Emergency Medical Services Zone Plan. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.**

*Heartsafe Community Award-Fire Chief Beardsley to be present*

Nick Valentini, Firefighter was present

Mr. Valentini explained to the board the projects that the Fire Department has done to achieve this award. He stated that the Fire Department recommends units at Town Hall, the Library and at Trestle Way. He stated that the Department has been very proactive. Mike Cast, Regional Director stated Georgetown is progressive in EMS protection. Heartsaver program is to put together for the towns that have a plan which Georgetown has. He stated Georgetown is one of 160 communities that are being recognized as a Heartsafe Community.

### **7:00PM –Joint meeting with the School Committee**

Common Core discussion

Jamie Gass, Center for School Reform at Pioneer Institute

School Committee opened their meeting.

Barbie Linares, Mike Hinchliffe, and Pam Lindquist were present

Mr. Gass gave his information and explained what Common Core is and that it is a Federal Program. He stated that in 2009 to 2011 is when some states signed on to this program. He gave the history of MA reforms and what the rest of the country is doing. He stated that it will cost States and localities \$16M to align with Common Core and PARC testing.

Mr. Surface asked if it is an option for the town adopt Common Core. Mr. Gass stated that this year it is the town's decision. Mr. Surface asked if the town will have to adopt Common Core. Mr. Gass stated that if the State adopts then the town will have to adopt. Mr. Surface stated that this is not the BoS decision but the School Committee and Superintendent's, except from a budget prospective. Mr. Gass stated that some towns such as Peabody have voted to not accept Common Core.

Mr. Surface asked Ms. Linares what they are going to do. She stated they stayed with MCAS and are not a Reach for the Top community and did not have to change. Ms. Lindquist stated that she talked with our State Representative on what is needed from the town for Common Core. She stated that they would need to have enough computers for the largest class at the High School. Mr. Surface asked if we stay with MCAS will it affect grants from the State. Ms. Jacobs stated that it will not. Mr. Gass stated that the government can give waivers to States.

Mr. Fowler stated that he agrees that the board has no say in this but is glad that Mr. Egenberg brought this forward and that he hopes to hear both side and that the board should be involved as this may cost the town funds. Mr. Surface stated that he does not want this to be a political issue and is too early to discuss and is a School Committee issue. Mr. Egenberg asked when this will be implemented. Mr. Gass stated that it will take a while. He stated He thanked Mr. Egenberg and Mr. Fowler for attending their meeting and stated that he has not had a lot of communication from the Schools. He stated a lot of the public does not know what is happening with Common Core. Ms. Linares stated that she and Ms. Lindquist attended the meeting in Newburyport with Mr. Fowler or Mr. Egenberg. Ms. Lindquist stated that she appreciates being invited tonight to hear Mr. Gass. Mr. Egenberg explained options and that people do not know about Common Core.

Rich Marsh, Beverly State Rep

He stated that this has been hidden and he gives the Town and School Committee credit for discussing and having some common ground and that this is a great start.

School Committee adjourned.

### **OLD BUSINESS**

Re-Open Special Town Meeting Warrant for Monday, October 27, 2014

**Mr. Surface moved to *Open* the Special Town Meeting Warrant for Monday, October 27, 2014. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.**

Mr. Farrell stated that he would walk the board through the articles.

**ARTICLE 1: Adjustments to the Fiscal Year 2015 operating budget (STM14-01)**

Mr. Farrell stated that Town Clerk voting machine is in okay and she does not need the machine right now. She stated she would like to have the new machines in the spring as she would like one to two elections to test the machines before the Presidential election. He stated that the other change is for the MUNIS project and Chart of Accounts the total to fully fund is \$48K.

**ARTICLE 2: School Synthetic Turf Field (STM14-02)**

He stated still need the final wording for the turf field lease. He stated that they are meeting on Thursday with GAA to decide on the lease or license. He stated that a lease the town would have to go out to bid under 30B.

**ARTICLE 3: Transfer to Stabilization Fund (STM14-03)**

No change

**ARTICLE 4: Fire Department, Rehabilitation of Ambulance 1 (STM14-05)**

Mr. Farrell stated that the number has been reduced to \$80K.

**ARTICLE 5: §165 - 7 Definitions (STM14-04)**

**ARTICLE 6: §165 - 11 Use Regulations and Intensity of Use Schedule (STM14-05)**

Mr. Farrell stated that the Planning Board articles are not going forward.

New articles:

**ARTICLE: Middle/High School Roof Units (STM14-08)**

Mr. Farrell stated that the FinCom would like to fund the replacement of the roof units to be done at the same time as the new roof. He stated that the FinCom had recommended \$25K at ATM for any issues with the roof units until funded and then now \$175K to finish the units.

**ARTICLE: Artificial Turf Field (STM 14-09)**

He stated that Superintendent, and School Business Manager, are concerned that funds are tight to finish the project. He stated that they received \$200K for remediation for soil but only had a thin contingency of 3% at \$16K and the ledge is very contaminated and have had to take \$7K and reclassify from this fund. He stated that they do not have a number yet so this is just a placeholder and he will know by the STM if they need any funds. Mr. Surface asked if the number would be under \$50K. Ms. Jacobs stated yes it would be under \$50k.

Mr. Farrell stated that Certified Cash will be around \$650K and they have to save at least \$200K for snow and ice and \$100k for the spring ATM.

Mr. Fowler asked if any of the funds from the ATM were spent on the roof units. Ms. Jacobs stated that \$15K was used to keep the units working.

Mr. Fowler asked about lights at the turf field. Mr. Pingree explained some funding issues and will have lights. Mr. Fowler stated that he thanked all for coming together to work this out.

**Mr. Surface moved to Close the Special Town Meeting Warrant for Monday, October 27, 2014. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.**

### **CORRESPONDENCE**

*Resignation of Bill Monroe from the Recreational Path Committee*

Mr. Egenberg thanked Mr. Monroe for his time on the Rec Path Committee.

### **APPOINTMENTS & APPROVALS**

Approval of the Poll Workers for the State Election, Tuesday, November 4, 2014

**Mr. Surface moved to approve the list of Poll Workers for the State Election, Tuesday, November 4, 2014 as presented. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.**

*Appointment of Julie Coolidge to the Recreational Path Committee term to expire 6/30/2015*

**Mr. Surface moved to approve the appointment of Julie Coolidge to the Recreational Path Committee term to expire June 30, 2015. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.**

*Personnel Handbook*

Mr. Farrell stated that he made changes to the handbook as recommended by town counsel.

**Mr. Surface moved to approve the Personnel Handbook as presented by Mr. Farrell. Mr. Fowler seconded the motion.**

Mr. Surface asked if we should wait until a full board. Mr. Fowler stated that the board asked Mr. Farrell to send the handbook to town counsel and he did and he has added the changes. He stated that the board made Mr. Farrell Personnel Director and he is putting this forward. Mr. Fowler asked about the School and Mr. Farrell stated that they have their own personnel handbook.

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

*Food Truck Regulations*

Mr. Farrell stated that the regulations came from town counsel and largest change is a 100ft buffer around the Common Victualler license holders. He stated that they have areas that the food trucks cannot go. He stated that the group met and they recommended hours. He stated that the Police Chief, Fire Chief, Code Enforcement Officer, BoH Agent, and Town Planner met to go over the regulations. He stated that the approvals from the BoH have to go at the same time cannot have one without the other. He stated all departments should sign off on the application. He stated that they used the same language as the Ice Cream truck regulations. Mr.

Fowler stated that he would like to look over a little more and asked if this could be held until next meeting. Board agreed to hold until next meeting.

*Board Business*

Mr. Egenberg stated that he and Mr. Fowler were at a meeting Salisbury and found out that the Sheriff's office painted the Salisbury Town Hall. He asked Mr. Farrell to find out the details on this and if we could get our town hall painted. Mr. Farrell stated he would look into this.

Mr. Egenberg reminded the audience that the Special Town Meeting is Monday, October 27 at 7PM at the M/H School.

*Alternate Agenda Posting Method*

Mr. Farrell gave the board a draft policy and procedures on posting a meeting with the Town Clerk. Mr. Egenberg asked about the cost for an electronic Kiosk. Mr. Farrell stated he did and can be rented or leased about \$9K or \$240 a month for a lease. Mr. Fowler stated that anybody that can handle a computer will do this at home or the library.

*FEMA Grants at M/H School*

Mr. Farrell stated that both the FEMA Grants that we applied for a couple years ago have been elevated from waitlist to recommended. He stated that the total for both grants is \$338K. He stated that the town just has to have our Hazard Mitigation Plan submitted to the State.

*Financial Management Review from DoR for discussion  
Status of DoR recommendations*

Mr. Farrell handed out an updated status list on the 31 DoR recommendations. He stated that the FinCom would like to work on #3 to Codify the Budget Process in the bylaw.

Mr. Egenberg asked about item 4 Discontinue Inappropriate Revolving Funds. Mr. Farrell stated that this could be handled at the ATM.

Mr. Egenberg asked Mr. Farrell to prioritize what is left on the list.

**ITEMS NOT REASONABLY ANTICIPATED BY THE CHAIR 48 HOURS IN ADVANCE OF THE MEETING**

**SELECTMEN'S REPORT**

*Veterans' Agent update*

Mr. Farrell stated interviews were held and he would have an update next meeting.

*Preservation for Pond Street*

Mr. Fowler stated that the Pond Street project has a sunset clause. He stated that he was told at a meeting that the funds were earmarked and the town may not get the funds. Mr. Farrell stated that Mr. Durkee is working on this.

*CPC software*

Mr. Farrell stated the funding for this is in the STM warrant with the chart of accounts.

**TOWN ADMINISTRATOR'S REPORT**

**ADJOURNMENT**

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

Meeting adjourned at 9:02PM.

**NEXT MEETING**

Monday, October 20, 2014 at 6:30PM, 3<sup>rd</sup> floor meeting room, Town Hall

Monday, October 27, 2014 at 6:00PM, M/H School, 1<sup>st</sup> floor class room

Minutes transcribed by J. Pantano.