

**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**  
**5/16/16**  
**7:00PM-General Meeting~3<sup>rd</sup> floor meeting room, Town Hall**

---

**Selectmen Present:** C. David Surface, Chairman; Gary C. Fowler, Clerk; Douglas W. Dawes; Steven Sadler; Joseph Bonavita

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

**Absent:**

---

**Call to order**

Invocation-Douglas W. Dawes  
Pledge of Allegiance

**REORGANIZATION OF THE BOARD**

*Selection of Chairman and Clerk*

Mr. Farrell stated that this is the first meeting after election and the first order of business is to elect a Chairman and Clerk. He stated that he would take the nominations for nominations for the Chair.

Mr. Dawes nominated Mr. Fowler as Chairman.  
Mr. Bonavita nominated Mr. Surface as Chairman  
Mr. Sadler nominated Mr. Surface as Chairman

Mr. Farrell did a roll call for the votes:  
For Fowler: Surface-Abstained, Fowler-Abstained, Dawes-Yes, Sadler-No, Bonavita-No  
For Surface: Surface-Abstained, Fowler-Abstained, Dawes-No, Sadler-Yes, Bonavita-Yes

**Mr. Surface was voted Chairman of the Board of Selectmen.**

Mr. Surface nominated Mr. Fowler as Clerk.  
Mr. Dawes nominated Mr. Bonavita as Clerk

Mr. Surface did a roll call for the votes:  
For Fowler: Surface-Yes, Fowler-Abstained, Dawes-No, Sadler-Yes, Bonavita-Yes  
For Bonavita: Surface-Abstained, Fowler-Abstained, Dawes-Yes, Sadler-No, Bonavita-No

**Mr. Fowler was voted Clerk of the Board of Selectmen.**

**APPOINTMENTS & APPROVALS**

*Request from the Kiwanis to donate and install a community message board at town hall-Dave Bogdan and James Withrow to be present*

Dave Bogdan, Kiwanis; Jim Withrow, Kiwanis & All About Signs; and Bob Messier, Daktronics were present

Mr. Bogdan stated that Kiwanis do a lot of community service for town and when they heard that the fence is coming down they voted to donate the message board. Mr. Withrow explained the dimensions and how the controls work. He stated that they would give controls to Police and Fire and whoever the board wishes at Town Hall. Mr. Messier stated that the system is a cloud based system.

Mr. Surface stated that the signs can be bright at night and may be an issue for neighbors, can it be black at night. Dave stated that they can set to go off at night or they can it to dim accordingly.

Mr. Dawes asked how many messages. Mr. Messier stated more than you would ever use.

Mr. Surface asked if we have checked with the Historical Commission if allowable on the site.

Mr. Farrell stated that he talked with Ed Desjardin on the Historical commission and he said they would be okay with the sign.

Mr. Sadler thanked Kiwanis for the donation and stated that this shows their commitment to the town.

Mr. Bonavita asked about upkeep over the first few years. Mr. Withrow stated that the sign has a 5 year warranty. Mr. Bonavita asked about damage from vandals. Mr. Messier stated that they hold up well.

Mr. Sadler asked for a thank you note to go out to the Kiwanis.

Chris Roop asked if they have ever been hacked into and changed to say something inappropriate. Mr. Messier stated that a very safe system.

Mr. Fowler stated that the location looks good but close to the traffic signal will this be an issue.

Mr. Messier stated that they have placed in similar areas and the resolution should be seen from the street. He stated that they had to move the sign placement back some because of snow placement.

Mr. Fowler stated that this is a big project and has heard good feedback from residents.

Mr. Bonavita asked the lifespan of the sign. Mr. Messier stated a 10 year product. Mr. Bonavita asked expected installation. Mr. Messier stated 6-8 weeks. Mr. Bonavita stated that they should coordinate with the fence coming down and shrubs going up so the shrubs do not block the sign.

Mr. Bogdan stated that the Kiwanis is paying for the sign and all installation.

Mr. Surface asked cost.

Mr. Bogdan stated about \$15K.

**Mr. Fowler moved to accept the sign and installation being donated by the Georgetown Kiwanis. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.**

### **NEW BUSINESS**

*Request from Chris Roop, Recreational Path committee to be designated as the representative of the town at the MVMPO meeting May 26<sup>th</sup>.*

Mr. Surface stated that Mr. Roop will be the town's representative for the meeting on May 26<sup>th</sup> because Jeff Wade cannot attend.

**Mr. Fowler moved to approve Chris Roop as the town's representative at the MVMPO meeting on May 26, 2016. Mr. Dawes seconded the motion.**

Mr. Fowler asked if this is an important meeting for the Rec Path Committee. Mr. Roop stated that they will be requesting an additional \$500K for a section to Boxford and want to be sure they will get the funding and he explained. Mr. Sadler asked who the usual representative is. Mr. Surface stated that the Town Planner is the representative to the MVPC.

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

*Request for a One-Day Liquor License at Camp Denison on Sat. June 4<sup>th</sup>*  
Brittany Cobb and Andrew Gunkler were present

Ms. Cobb stated that this is for their wedding and gave the board the insurance certificate.

**Mr. Dawes moved to approve the one day liquor license a Beer and Wine for a Wedding at Camp Denison on June 4<sup>th</sup>, 2016 from 3pm-10pm. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.**

### **Board Business**

Mr. Surface welcomed Mr. Bonavita and Mr. Sadler to the board and stated if they need any help let them know. He stated that as Chair he will have some things he would like to see done and one is open communication. He stated that he will work to keep decorum when someone has the floor. He stated that they have some appointments to fill and can do this next week.

### **WARRANT & MINUTES**

*Warrant to be signed*

*Minutes February 17; May 2, 2016*

**Mr. Fowler moved to approve the minutes of February 17, 2016. Mr. Dawes seconded the motion.**

Mr. Dawes stated he had an amendment on Page 7 2<sup>nd</sup> paragraph.

**Mr. Fowler moved to approve the amendment by Mr. Dawes. Mr. Dawes seconded the motion and the motion was approved by a 3-0 vote. Mr. Bonavita and Mr. Sadler abstained**

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

**Mr. Fowler moved to approve the minutes of May 2, 2016. Mr. Dawes seconded the motion and the motion was approved by a 3-0 vote. Mr. Bonavita and Mr. Sadler abstained**

### **CORRESPONDENCE**

*Memorial Day Notice of events*

Mr. Dawes read the notice of events and hoped to see a good turnout.

Mr. Farrell asked if they could count the number of flags placed as they have been trying to find out how many veterans' are in each cemetery. He stated if we know we can fairly portion the funds given to each cemetery for veterans' graves. Mr. Fowler stated that Newbury will be putting the flags on South Byfield graves. Mr. Dawes stated that Joe Knapp was doing a census. Mr. Farrell stated that he started but has not finished and this would help with the process.

*Community Sign Policy*

Mr. Surface stated with a community sign we need a policy. He asked the members to look over the policy and the board can vote at the next meeting. Mr. Farrell stated that this is similar to the banner policy that we already had. Mr. Fowler stated the Police should have access. Mr. Farrell stated Police and Fire will have access. Mr. Dawes asked if Cable would be involved. Mr. Farrell stated no.

**OLD BUSINESS**

*Approval of Senior Community Center contract with Ambient Temperature*

*Senior Community Center (GSCC) update*

Mr. Farrell explained that the bid was in March and we are just getting the signed contract. Mr. Fowler asked who the project manager is. Mr. Farrell stated that the Architect. Mr. Fowler stated that this is under the original \$45K. Mr. Farrell stated yes. Mr. Sadler stated this is all under budget. Mr. Farrell stated that it is and explained costs. Mr. Bonavita asked the time frame. Mr. Farrell stated that part of it should be done over the summer as this is a small project. He explained the work to be done. Mr. Bonavita stated that he does not want work done at School while students in building. Mr. Farrell stated that Whittier is coming back in the fall and can only work in the School year. He stated that all workers have to be Cori'd. He stated that the business manager will do all the Cori's. Mr. Surface stated that they need to make sure someone is monitoring the environmental conditions. Mr. Farrell stated that this is not in the contract. Discussion

Mr. Fowler stated that it may help if the new selectmen tour the facility as it is separate from the main part of the School.

**Mr. Fowler moved to authorize the chair to sign the contract with *Ambient Temperature Corporation for the Georgetown Senior Community Center*. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.**

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

**SELECTMEN'S REPORT**

*Strategic Planning Update*

Mr. Farrell stated that there is not a fourth meeting a third was added but not a fourth. He stated that they are still contracted to work with the steering committee. He stated a working session with the steering committee has to be scheduled and the board can attend.

**TOWN ADMINISTRATOR'S REPORT**

*Budget update*

Mr. Farrell stated by next week will have an estimate on line item transfers we will need to do these in June.

Mr. Dawes asked the balance of free cash. Mr. Farrell stated the balance is \$9K.

**APPOINTMENTS & APPROVALS**

*Request for a Common Victualler License from Jeff and Maria's Ice Cream at American Legion Park to expire December 31, 2016*

Mr. Surface stated that we will hold off on this until the next meeting.

*Request from Essex County Greenbelt for their cycling event to pass through town on 9/17*  
Mr. Surface stated that this is the 2<sup>nd</sup> Essex County Greenbelt bike event.

**Mr. Dawes moved to approve Essex County Greenbelt cycling event to pass through Georgetown on September 17, 2016. Mr. Bonavita seconded the motion.**

Mr. Bonavita asked if the town has any responsibility. Mr. Farrell stated that the applicant provides a liability insurance certificate.

**The motion was approved by a 4-0 vote. Mr. Fowler abstained**

### **Board Business**

Mr. Surface stated he will ask the board members for their goals for over the next year.

Mr. Farrell stated that there is a MMA memo he put in their mailboxes on legislation that will take authority from Land Use boards. He recommended that they review the document.

Mr. Fowler stated that there is an EPA meeting coming up and asked if anyone from town attending. Mr. Farrell stated that the whole Stormwater committee is attending. Mr. Fowler stated it is scary all that they will be requiring. Mr. Farrell stated that he has heard that this may cost the towns \$200K and this is a Federal Mandate. He stated that the mandate will go into effect in July of 2017 and will have to deal with in next year's budget.

Mr. Surface asked about ABCC blue book information for the board.

Mr. Farrell stated that at the June 27<sup>th</sup> meeting they will have a legal update.

Mr. Surface stated that for the summer he sees only having one meeting in July and one in August.

Mr. Surface thanked at that ran and were elected to office.

### **NEXT MEETING**

Monday, May 23, 2016 at 7:00PM, 3<sup>rd</sup> floor meeting room, Town Hall

### **EXECUTIVE SESSION**

*To consider the purchase, exchange, lease or value of real property, if such discussion may have a detrimental effect on the negotiating position of the governmental body with a person, firm or corporation*

### **ADJOURNMENT**

**Mr. Dawes moved to adjourn the general session and to enter into an Executive Session “To consider the purchase, exchange, lease or value of real property, if such discussion may have a detrimental effect on the negotiating position of the governmental body with a person, firm**

***or corporation” and not to return to general session. Mr. Fowler seconded the motion and the motion was approved by a roll call vote.***

General meeting adjourned at 8:22PM.

Minutes transcribed by J. Pantano

Documents used in this meeting:

- Minutes February 17; May 2, 2016
- Memorial Day Notice of events
- Request from Chris Roop, Recreational Path committee to be designated as the representative of the town at the MVMPO meeting May 26<sup>th</sup>.
- Request from the Kiwanis to donate and install a community message board at town hall- Dave Bogdan and James Withrow to be present
- Community Sign Policy
- Approval of Senior Community Center contract with Ambient Temperature
- Request for a Common Victualler License from Jeff and Maria’s Ice Cream at American Legion Park to expire December 31, 2016
- Request for a One-Day Liquor License at Camp Denison on Sat. June 4<sup>th</sup>
- Request from Essex County Greenbelt for their cycling event to pass through town on 9/17