

APPROVED COMMITMENTS AND WARRANTS

Moved by Schleiff and seconded by Garron, the Board unanimously approved payment of the following commitments and warrants with the exception of Schleiff abstaining from the Police Department payroll in warrant #96:

Payroll Warrant	# 96	\$ 316,195.61
Vendor Warrant	# 97	\$ 25,741.06
Withholding Warrant	# 98	\$ 115,633.69

Moved by Schleiff and seconded by Garron, the Board unanimously approved approval for the payment of the following Selectmen bills:

Harry B. Harding & Sons, Inc (2012 warrant).....	\$ 2,201.60
W.B. Mason Co., Inc. (notebooks, printer ink, binder).....	\$ 42.29
Attorney Lawrence P. Mayo (legal services/April)	\$ 681.25
CNA Surety (bond/Shiavone)	\$ 531.00
Malloy, Lynch, Bienvenue, LLP (final billing for audit year ending 6/30/11)	\$ 5,500.00

The Board acknowledged payment of the Selectmen Office Payroll for the period ending May 19, 2012 in the amount of \$5,761.70.

The Board acknowledged payment to the Treasurer for the following turnovers:

<u>TURNOVER</u>	<u>AMOUNT</u>
2012-80	\$ 125.00
2012-81	\$ 5.00
2012-82	\$ 15.00
2012-83	\$ 5.00

GENERAL MAIL / BUSINESS

Highway Vacation Carryover

Moved by Garron, seconded by Schleiff, the Board voted to allow the following Highway Employees to carryover 40 hours vacation leave each from FY2012 to FY2013 as per their contract:

- Donny Crowell
- Steven Hayward
- Dave Neault
- George W. Ruxton
- Dave Swanson
- Steve Waterman

COA Appointment

The COA Director, Barbara Brenton, is recommending to the Board that Sharon Hartz be appointed to the Council on Aging to fill an existing vacancy. Seelig asked the Board if they wanted to review other talent bank forms that have been submitted from applicant expressing interest to serve on the council or would they like a recommendation from the council itself before going forward and

appointing Ms. Hartz. Garron thinks that in all fairness that if there are other talent banks forms that have been submitted that Brenton should look at them.

Ambulance Abatements

Moved by Schleiff and seconded by Garron, the Board unanimously voted to abate the following amount from the Ambulance Account:

April 2012	FOR	\$ 15,066.40
------------	-----	--------------

Regional Dispatch

Duxbury has written a letter asking the town if they would be interested in a regional dispatch center in Duxbury. They also will be contacting several other communities with Plympton being one of them. Garron had asked if Hanson was interested but it was stated that they have a new center. The Board asked that a letter be sent to the Town of Duxbury stating that Halifax is interested in exploring this possibility.

Assistant Treasurer & Assistant Collector

Moved by Garron and seconded by Schleiff, the Board unanimously approved the reappointments of Kathryn Roche as Assistant Collector with a term to expire May 16, 2015 and Linda Cole as Assistant Treasurer with a term to expire May 16, 2015.

MEMA Grant

Moved by Roy and seconded by Garron, the Board voted to have Michael Schleiff sign additional paperwork from a MEMA grant that Schleiff had previously signed.

Regional EMS with Plympton

The fire chief has sent the Board information about the possibility of the town supplying EMS to Plympton. Seelig is concerned about the affect it will have on service to the residents of Halifax. He recommends that if the Board is interested he could schedule an appointment for the Board to meet with Plympton's Fire Chief, Board of Selectmen and Town Administrator.

Roy said that they would need to look at how it would increase the work load at the department. Schleiff thought that if it was beneficial to both towns then it is a great idea and Garron was interested in looking into it. Seelig will contact Plympton to set up a meeting.

Reappointments to the Finance Committee

Members of the Finance Committee; Richard Wright, Karen Fava and Margaret Fitzgerald terms are up on June 15th. Wright does not want to be reappointed but Fava and Fitzgerald both would like to be reappointed. Roy did not think that they needed to come before the Board for their reappointment. Seelig asked the Board if they would like other applicants who submitted talent bank forms wanting to serve on the Finance Committee to come in and the Board said they would.

Schleiff is not in favor of Fava or Fitzgerald being reappointed. Roy was in favor of them both. Garron suggested that they come in and meet with the Board. Seelig will schedule to have Fava and Fitzgerald come in.

Sergeant Assessment Center

A formal request needs to be submitted to Civil Service to start the process of filling two Sergeants positions.

Moved by Garron and seconded by Roy, the Board voted to have the Chair, Kim R. Roy, sign the letter that is being sent to Civil Service requesting to use an assessment center as sole ranking device to produce an eligible list to fill two Sergeants positions.

Schleiff abstained from this vote.

Property Tax Bill – James & Dorothy Sorocco

Seelig has checked into the speculation from Mr. Sirocco stating that residents who filed for abatements last year did not receive tax bills that were due this month. He did not find any evidence of a systematic failure and notified Mr. Sirocco informing him of this and told him that he could file a petition with the legislature if he wanted to pursue this matter.

Kenzie's Path

The Conservation Commission is still requesting a *Request for Determination of Applicability* from Mr. Springer and would like him to pay the bill for a peer review of the plans. Seelig does not know what Conservation will do now that the town has accepted the road.

Garron had asked if anyone from Conservation was at Town Meeting to speak on this. It was stated that the second night there was but no one the third night. Schleiff is sorry that it came to this but the Highway Department was satisfied with road.

SCHEDULED APPOINTMENTS

Elaine Wissel – Adult Literacy Program

Ms. Wissel came in tonight to explain the adult literacy program that is offered at the Holmes Public Library and the many ways it helps people. She began by saying that the Literacy Program of Greater Plymouth helps adults in the greater Plymouth area who are working towards their GED and learning English as a second language. As well as help people learn to read and write, improve their skills, become citizen, get their drivers licenses and better jobs as well as form lasting friendships. There are three one on one lessons going on at no cost and most of the tutors are retired teachers who want to continue using their skills to help others.

This program is strapped financially is at no cost to the town therefore in order to keep it running she is vocally and using email to get the word out there that this program exists.

Garron has attended the program and was very impressed and thought it would be a good idea for her to come in not only for the Board to know what she does but

also to inform the public so that they could let family and friends know that there is help for those who cannot read or understand English.

Roy asked if it was a weekly class and how would someone get information on it. Ms. Wissel said that there is constantly a class going on. As for information on the program she stated that there is an advertisement at the library and that flyers have been sent out at numerous schools, she has gone to churches, public assistance offices, doctor's offices and done announcements over the PA system at the High School.

Ms. Wissel expressed how she loves helping others and looks forward to keeping this program going. In closing the Board thanked her for her hard efforts and passion for helping others.

Complaint from Frank Harrington

The Board has received a letter from Frank Harrington written to Douglas Anspach regarding Mr. Anspach trespassing on his property and the issue of him putting his trash on Mr. Harrington's property. A police report has been filed at the Police Station by Mr. Harrington. No action is needed from the Board Seelig wanted them aware of this situation.

Use of the Backside of Town Hall – Congregational Church

Moved by Garron and seconded by Schleiff, the Board unanimously granted a request from the Congregational Church the use of the backside of the Town Hall on Saturday, September 15th, from 10:00 a.m. to 3:00 p.m. for a chicken BBQ and harvest fair.

Use of Town Green – Congregational Church

Moved by Garron and seconded by Schleiff, the Board unanimously granted the Congregational Church the use of the Town Green on Saturday, June 2nd, from 9:00 a.m. to 3:00 p.m. for a plant sale by the church and an animal display as an educational outreach for the Heifer Project.

SCHEDULED APPOINTMENTS (CONTINUED)

Matthew Chiamonte – Junk Dealer

Mr. Chiamonte came before the Board this evening to obtain a Junk Dealers License. The Board asked him what he would be collecting/selling and to tell them a little bit about his business. He said that the business is Halifax Gold and Silver Coin Shop and that he mostly would be dealing with coins and jewelry. Roy asked if would be dealing with electronics and he said maybe here and there. Roy went on to say that she stopped by the shop last week to meet with him to talk with him about his business and the requirements of the town and the reporting of any merchandise that he brings in. Roy stated that she wants to make sure that when items come in they are property logged with and reports submitted to the Police department.

Roy brought up the software that towns are using. Mr. Chiamonte said that he is aware of the program because his father, who has a shop in Rockland, uses it but at this time Whitman has not come up with it but has heard that they will be getting it soon. Roy stated that it is a wonderful tracking device for items that are

pawned and she wants to make sure that he intends to use the software and added that Halifax does have it and suggested that he could download the software on a disk for himself and then pass in weekly reports to the Police Department. Roy said that she or Charlie could get him the information and he said that his dad has the program.

Garron asked when he opened his shop and if he was aware at the time that he needed a license. Chiaramonte said that he opened about a week and a half ago and he had called the Town Hall because he needed one in Whitman and was told by Selectmen's office that one was not needed. Garron asked how he knew that one was needed and he said that Mr. Seelig came down and told him that a license was required. Garron then asked if he had the same type of license in Whitman as the one he is requesting in Halifax and he said yes. Garron questioned what type of license he was requesting because as stated in his letter he is saying a Junk Dealers and also a Class III. He said both and explained that there is a coin shop in the office of the garage that he owns in Whitman. Seelig explained that he does have both in Whitman and clarified that he is only looking for a Junk Dealer's license here in Halifax.

In the letter that Mr. Chiaramonte submitted to the Board it stated that he wanted a Class III license and Garron asked why he wanted that. He said that he thought he needed a Class III license because that what it says on his license for the business he has in Whitman. Seelig clarified that he does not hold a Class III in Whitman but a Class II, which Chiaramonte was under the impression it was a Class III. He went on to say that it says Class III but Seelig stated that he has reviewed the minutes of the Whitman Board of Selectmen's meeting and it states that a Class II license was issued. Seelig explained that whether a Class II or III was issued it has no relation to a Junk Dealer's license which what he is requesting here in Halifax.

Roy asked if a Junk Dealer's license prevents him from selling certain items and Seelig said it is up to the Board to place any stipulations on the license and if so this is the time to do it.

Schleiff questioned the fact that his letter states he did not think he needed a license in Whitman but then when he put a sign out he was informed that a license was needed. He said that was a correct and added that some towns do not require a license. Schleiff then asked so when he came here he assumed a license was not needed and he said that he called and spoke with someone in the Selectmen's office and was told that there was nothing he needed. Roy asked if he has received his business license with the Town Clerk and he said that has been done.

Garron asked what other things can be sold under the Class II license and Seelig said that there is no limitation. Garron would like to specify, with the Board's approval, to limit the selling of gold and silver coins and any other type of jewelry. Chiaramonte said that there is not going to be any junk on the premises and that it is not a scrap yard and will deal with strictly gold, coins and jewelry. Roy asked if someone came in with a used cell phone would he take it and he said that it depends he would be open to it.

Schleiff asked if the license is granted would he be adhering to the bylaw that was recently passed at Town Meeting regarding pawn shops and Roy confirmed that that he would be.

Roy stated that the Building Inspector had some issues with the signage at the shop but that it has been taken care of.

Garron asked if there would anyone else on the premises and what would his hours be. Mr. Chiamonte said that there would be no one else there and that his hours will be Monday through Friday 9:00 a.m. to 5:00 p.m. and on Saturday 9:00 a.m. to 2:00 p.m. Schleiff asked that a stipulation be put on the license that he be the only one there. Mr. Chiamonte said that if things change regarding other personnel at the shop that he would let the Board know.

Roy wanted to reiterate that any items taken in be logged and on record and he stated he will do that. She added that by reporting what comes in could benefit if an item was stolen.

Garron asked that if there is going to be someone else there to please notify the Board of Selectmen and the Police Station and Schleiff added that this is new to the town so everyone would like to know what is going on.

Moved by Schleiff and seconded by Garron, the Board unanimously voted to issue Matthew Chiamonte a Junk Dealer's License to operate at 272 Plymouth Street in Cumberland Farms Plaza with the following stipulations: (a) that he purchase the appropriate software; (b) submit weekly reports to the Halifax Police Department; (c) notify the Board of Selectmen if anyone else will be engaging in any of the business' operation besides Matthew Chiamonte.

Highway – Reclamation and Paving Contract

Moved by Schleiff and seconded by Garron, the Board unanimously voted to sign the above mentioned contract.

COA Van for ACO Van

There has been no interest from any of the departments regarding the COA van. Garron was approached at Town Meeting asking why the COA van could not be used as the ACO van. Schleiff said that there have been several discussions on the van and the Police Chief was not for it because it is too big to be used for the ACO vehicle. Garron is going go with the chief's recommendation because he is the one who oversees the ACO and he knows what would work and what won't.

Halifax Country Club

The Halifax Country Club LLC has been re-instated by the Secretary of the State's Office. Seelig is waiting to receive a copy of the lease agreement between Halifax Country Club, LLC and Halifax Investments.

Police Vehicles

Seelig asked the Board if they wanted to trade in the old police cars once the new ones arrive or sell them. The Board agreed to sell them. These vehicles will go out to bid once the new ones come in.

Exit Interview for Audit

Seelig had asked the Board if any of them were interested in attending the exit interview for the audit and what days worked for them. Roy is interested in attending and Garron asked to let him know what he has for dates and will take it from there. Schleiff thought that it should be done at one of the Board's regular meeting this way here people would know what is going on. Garron then suggested having the meeting taped. Seelig said that it will be made public on the town's website. Seelig will talk with the Town Accountant and get some dates together.

Concession Stand

The Halifax Baseball Association would like to delete the entire clause stating that 0% of the proceeds from it sales be paid to the town in addition would like language confirming who would be responsible in shutting of the water and blowing out the pipes.

Roy wanted to say that the night of Town Meeting she was pulled away to talk with the Finance Committee when the discussion took place regarding the concession stand. She said that previously a percentage was not asked but a dollar amount was settled on \$700. Garron thought that the lease agreement already stated 0%. Roy said that they really want it specified as to who shuts off the water. Schleiff suggested that the town shuts off the water and Halifax Baseball Association blows out the pipes because added duties should not be placed on town employees. Garron asked if there could be a side line in contract stating that.

Moved by Garron and seconded by Schleiff, the Board unanimously voted that the lease agreement state that zero (0) % of the proceeds be paid to the Town and that Halifax Baseball Association pay \$700 to lease the concession stand from the town. Also that a letter be drawn up and added to the contract stating that the town shuts off the water and that Halifax Baseball Association is responsible for blowing out the pipes.

Employee Evaluations

Each member of the Board is going to be assigned and individual to evaluate. They were thinking of a June 30th deadline date to keep it in line with the Wage & Personnel, unless they are due for a step increase, which would be on their anniversary. Roy stated that Sandy Nolan's anniversary date is July 1st and hers would need to be done 30 days in advance. With that being said she asked the Board if they were okay with her doing Sandy's evaluation.

Policy – Use of Town Vehicles

Garron would like to get a copy of the currant policy on the use of town vehicles this way here the Board can read it and then make changes. The understanding was that the Building and Maintenance Department Employees are allowed to bring home town owned vehicles because the equipment is in the truck and if they need to report to a call after hours then they have access to it. Schleiff added that he would like to take a look at the policies in other departments for vehicle usage also.

Liaison List

The current assignment liaison list will be put in the Board's folders for them to review.

Reappointments

Mostly all Boards/Committees/Commissions members' who terms are up on June 30th will need to be reappointed, aside from Finance Committee which is June 15th. The Board can do the reappointments at their meeting on June 26th. With this being said Seelig stated that the appointees should start being contacted and asked if they want to be reappointed or not unless the Board wants to go about it a different way. He suggested that the Board can review the list and bring up any concerns they might have at their meeting on June 12th.

Seelig had asked if the Board wanted input from the Boards/Committees/Commissions as a whole. Past practice has been that the individual was asked if they want to be reappointed. Schleiff suggested that the Boards/Committees/Commission as a whole be contacted to get their recommendations seeing as if there were any issues with a member they would know as well as who has been showing up regularly for meetings. The Selectmen's office will contact the individuals whose term are expiring asking if they would like to be reappointed as well as well as the Boards/Committees/Commissions they serve on asking for their recommendations.

Vehicle Maintenance Plans – Capital Budget for Mechanic

Roy mentioned that Capital Planning is meeting on May 30th and this topic will be discussed with the hope that a maintenance plan will be in place by the fall.

Topics for Future Meetings

Seelig stated that the Board will still schedule to meet every 2nd and 4th Tuesday of the month over the summer however Schleiff added that if there is nothing pressing they can decided not to meet.

Town Government

Roy wanted to mention to the audience that there is an opening on the Finance Committee so if anyone was interested to please come in and fill out a talent bank form.

Moved by Schleiff and seconded by Garron, the Board unanimously voted to send a letter to Richard Wright thanking him for serving on the Finance Committee.

Thank you to Custodians at the Elementary School

Moved by Schleiff and seconded by Garron, the Board unanimously voted to send a letter to the custodians at the elementary school thanking them for setting up and dismantling the tables and chairs for Town Meeting.

In closing Garron thanked the residents for coming to Town Meeting and Schleiff thanked the residents for their support in reelecting him as Selectmen.

EXECUTIVE SESSION

Moved by Roy and seconded by Garron, the Board voted as follows to enter into Executive Session at 9:15 p.m. to discuss Dispatch, Fire, Patrol Officers, Sergeant, Highway, Fire Chief & Police Chief contracts:

Troy E. Garron - Yes
Kim R. Roy - Yes
Michael J. Schleiff - Yes

Moved by Garron and seconded by Schleiff, the Board voted as follows to come out of Executive Session at 9:50 p.m.

Troy E. Garron - Yes
Kim R. Roy - Yes
Michael J. Schleiff - Yes

There being no further business, moved by Garron and seconded by Schleiff, the Board unanimously voted to adjourn the meeting at 9:50 p.m.

Michael J. Schleiff
Clerk

/pjm