

MINUTES OF THE REGULAR SESSION SELECTMEN'S MEETING
APRIL 17 2007

Present: Selectmen Glenn Trindade, Richard Dunne, and Dennis Crowley, Town Administrator, Suzanne Kennedy and Administrative Services Assistant, Celeste Hanson were present. Selectmen James Galligan (Chairman) and Kent Scott were absent.

7:02 p.m. – Vice Chairman Dunne called the Selectmen's meeting to order in the School Committee Room. All stood for the Pledge of Allegiance.

Public Comments: None.

Report of the Chairman: None.

Report of the Town Administrator:

- Administrator Kennedy reported that Friends of Choate Park have requested to assist in the clean up of the 2B Oak Street property town insurance requirements in order to assist in the activity. Administrator Kennedy stated that she will meet with representatives from the Friends and will report back to Selectmen as warranted.

Acceptance of report and layout of Blueberry Hill Road recommended by the Planning Board:

- Vice Chairman Dunne inquired if the Selectmen reviewed the report and recommendation submitted by the Planning Board regarding the acceptance and layout of Blueberry Hill Road. The Selectmen indicated that they read the report submitted by the Planning Board. Administrator Kennedy indicated that the Selectmen are required to publicly vote their action relating to the Blueberry Hill Road matter.
- Selectman Trindade moved that the Selectmen approve and accept the roadway layout of Blueberry Hill Road, as a public way, in its entirety from Station 0+00 to its end at Station 9+00 (approximately) as shown on the attached Plan and Profile of Blueberry Hill Road, dated September 20, 1985 prepared by Guerriere and Halnon, Franklin, MA as recommended by the Planning Board at their April 17, 2007 meeting with the stipulation that the expenditures for the work not exceed twenty-five thousand dollars (\$25,000.00); seconded by Selectman Crowley; all ayes 3-0-0 (voted).

Discussion of CIPC and Council on Aging Warrant Articles:

- Mrs. Marilyn (Missy) Dzikczek, Senior Center Director was present to answer questions regarding the proposed Senior Center Warrant Article sponsored by the Council on Aging (COA). Administrator Kennedy indicated that the warrant article is required relative to the fund allocation for the construction of the Senior Center addition and had been added to the proposed Annual Town Meeting Warrant. Monies for the project will be funded by a two hundred thousand dollar (\$200,000) State grant, one hundred thousand dollars (\$100,000) from the River Bend developer and by donations from the Friends of Elders. The Board entered to a brief discussion and asked that the Town Administrator verify word clarification

MINUTES OF THE REGULAR SESSION SELECTMEN'S MEETING
APRIL 17 2007

with Town Counsel. Selectman Trindade moved that the Board accept the warrant article sponsored by the COA pending word clarification by Town Counsel.

- Administrator Kennedy indicated that a (Capital Improvement Program Committee (CIPC) place holder warrant article had been placed on the proposed Annual Town Meeting Warrant and referred to the article prepared by Town Counsel for Selectmen approval. After a brief discussion, Vice Chairman Dunne moved that the Board accept the drafted warrant article by Town Counsel and place said article in place of the "CIPC" placeholder article; seconded by Selectman Trindade; all aye 3-0-0 (voted).

Discussion with Water Sewer Board of Commissioners/Approval of Special Town Meeting Warrant:

- Administrator Kennedy indicated that warrant article one sponsored by the Water Sewer Board of Commissioners is required in order to cover a budget shortfall in the Water Department budget. Mr. Robert Heavy, Chairman of the Water Sewer Board and Mr. Mark Flaherty, Water Sewer Department Superintendent came forward to answer questions relative to the proposed warrant article. Superintendent Flaherty stated that the proposed warrant article requests funds to cover a potential shortfall in the Water Sewer Budget in the event that revenue collections are low.
- Selectman Crowley voiced his concerns with the low collection rate.
- Vice Chairman Dunne inquired if raising the water rates would assist with curing the budget shortfall. Selectman Dunne also inquired if water rates were raised, would there still be water use restrictions?
- Administrator Kennedy stated that it was her understanding that raising the water rates is not sufficient to support the departmental expenses.
- Superintendent Flaherty stated that the Administrator may be correct. He stated that in the past, reports were requested from the Town Accountant in order to verify balances in the accounts. Mr. Flaherty stated that reports generated from the past Town Accountant were insufficient. Mr. Flaherty stated that water use restrictions are placed as a result of a state mandate.
- Mr. Heavy further explained that the water use restrictions are in place per the State statutes and are not a reflection of the Water Sewer Departments ability to provide the water needed to service the Town. Mr. Heavy stated that the State will impose fines on Towns who do not comply with the statute.
- Mr. Flaherty stated that the Water Sewer Commissioners will host a public hearing to discuss the proposed water rate increase which will assist in supplementing budget revenues. The main purpose for the increase in the water rates is to cover costs associated with scheduled capital projects.

MINUTES OF THE REGULAR SESSION SELECTMEN'S MEETING
APRIL 17 2007

- Selectman Trindade asked the Water Sewer Department if they would review the department billing policy to perhaps collect outstanding funds quicker. Superintendent Flaherty stated that payments for water sewer invoices are due in thirty (30) days. On day thirty one (31), interest begins to accrue then a lien is placed on the outstanding account. Selectman Trindade suggested that perhaps reminder letters could be forwarded to assist with improving with the collection process. Vice Chairman Dunne also supports more aggressive collections of the outstanding water sewer accounts.
- Mr. Heavy asked how the Selectmen and Town Administrator would like to proceed with the collections and reminder letters. Administrator Kennedy indicated that the Water Sewer Department should coordinate the reminder letters and that she would also ask the Treasurer Collector to provide sample letters and work with the Water Sewer Department to assist with the development in a more aggressive collection policy. Administrator Kennedy also inquired if the Water Sewer Department is in the habit of waiving interest charges. Superintendent Flaherty indicated that interest is temporarily waived until the increase is investigated and resolved to determine if the actual water usage increase is true.
- The parties entered into a discussion regarding the water sewer collection practices and policies. Vice Chairman Dunne reiterated that the parties are in agreement that the Water Sewer Department collections are a problem and will work with the Town Administrator to develop a better collection policy.
- Selectman Trindade moved that the Board dismiss warrant article two regarding IT needs assessment sponsored by the Town Accountant as recommended by the Town Administrator; seconded by Vice Chairman Dunne, all aye 3-0-0 (voted). Selectman Trindade moved that the Board accept/approve the warrant article submitted by the Board of Water Sewer Commissioners; seconded by Selectman Crowley; all aye 3-0-0 (voted). Selectman Trindade moved that the Board approve the Special Town Meeting Warrant as submitted, seconded by Selectman Crowley; all aye 3-0-0 (voted).

Review and final approval of the proposed Annual Town Meeting Warrant:

- The Selectmen entered into a brief discussion regarding the proposed annual town meeting warrant and reviewed the final draft of the proposed Annual Town Meeting Warrant.
- Selectman Trindade moved to remove the first place holder (new growth) article sponsored by the Board of Assessors as recommended by the Town Administrator; seconded by Vice Chairman Dunne; all ayes 3-0-0 (voted).
- Selectman Trindade moved to approve the Town Clerk "increase fee" warrant article and asked the Town Administrator to verify the dog license fee; seconded by Vice Chairman Dunne; all ayes 3-0-0 (voted).

MINUTES OF THE REGULAR SESSION SELECTMEN'S MEETING
APRIL 17 2007

- Selectman Trindade moved that the Board approve and accept the Annual Town Meeting Warrant as presented; seconded by Vice Chairman Dunne; all ayes 3-0-0 (voted).

Approve and sign warrant:

- The Selectman Trindade moved that the Board approve and sign warrant forty two (42) for fiscal year '07 as read in the total amount of \$1,347,104.44; Vice Chairman Dunne seconded; all ayes 3-0-0 (voted).

Consideration of the Third Annual Nagar Kirtan (Sikh) Parade:

- Selectman Trindade moved that the Board approve the Third Annual Nagar Kirtan (Sikh) Parade on May 13, 2007; seconded by Vice Chairman Dunne; all ayes 3-0-0 (voted).

Approval of Minutes:

- The Board entered into a brief discussion regarding the regular session meeting minutes of October 2, November 6, 2006 January 8 and March 9, 2007 submitted to Board approval. The Vice Chairman instructed the Administrative Services Assistant to hold the minutes pending approval for the next scheduled board meeting.

Reports of the Selectmen

- Selectman Crowley reported that he and Selectman Trindade meet with school officials regarding paving of the school parking lot and will schedule the matter for further discussion at an upcoming Board meeting. Selectman Crowley also reported that he and other town representatives will be meeting this week with the GATRA representative and will report back as warranted.
- Selectman Trindade did not have a report. However, he reminded the Board members that there was an Eagle Scout Court of Honor Banquet for John Travalini on April 27 at 6:30 p.m. at the Medway VFW.
- Vice Chairman Dunne commended the Town Accountant for the preparation of the Expenditure Summary included in the Board meeting packets. Vice Chairman Dunne also reported that included in the Board packets for Selectmen review was an opinion from Town Counsel relative to proposed rules and fees of the Dog Park. In closing, Selectman Dunne also indicated faxed correspondence from Steve Dockray of Tri County Regional Vocation Technical High School indicating a \$35,000 decrease in the Town's Assessment for 2007 to 2008. Vice Chairman Dunne also announced that the Town Moderator would be conducting a pre-town meeting on Thursday April 10 in Sanford Hall at 7:00 p.m. and encouraged attendance by all interested Town Officials.

MINUTES OF THE REGULAR SESSION SELECTMEN'S MEETING
APRIL 17 2007

9:40 p.m. There being no further business to discuss, Selectman Trindade moved that the Selectmen's meeting be adjourned; Selectman Crowley seconded; all ayes 3-0-0 (voted).

Respectfully submitted,

Celeste Hanson
Administrative Services Assistant

NOTE: APPROVED BY BOS ON