

**MINUTES OF BOARD OF SELECTMEN MEETING
MONDAY MARCH 4, 2013**

Chairman Mr. Delaney called the meeting to order at 6:00pm in Room 14 at the Town Hall in the presence of members Mr. Prisco, Mr. Mauceri, Mr. O'Leary and the Town Administrator, Greg Balukonis.

1. EXECUTIVE SESSION:

MR. CHAIRMAN, I MR. O'LEARY MOVE TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSES OF COLLECTIVE BARGAINING AND LITIGATION STRATEGY, SUCH DISCUSSIONS IN OPEN SESSION WILL HAVE A DETRIMENTAL IMPACT ON THE TOWN, AND FURTHER THE BOARD OF SELECTMEN WILL RETURN TO OPEN SESSION FOR THE REGULAR SESSION.

SECONDED BY:	MR. MAUCERI	
VOTED:	MR. MAUCERI	AYE
	MR. DELANEY	AYE
	MR. FOTI	NOT PRESENT
	MR. O'LEARY	AYE
	MR. PRISCO	AYE

Mr. Foti arrived at 6:30pm

Mr. Delaney called the meeting to order at 7:40pm

7. NORCAM –ANNUAL REPORT:

Mr. Robert Carbone presented overview of the following:

- Mission Statement
- Objectives
 - Goals 2012
 - 3-5 year Capital Plan
 - Goals 2013
- Programming Results and Comparison
 - Doubled hours of programming
 - Local programming has increased
- Membership
 - Levels are maintaining
 - Free memberships to volunteers
- Outreach
 - Local Organizations utilize Norcam in various ways
 - Hosting an annual art contest to promote arts within North Reading
- On-Air Issues
 - Monthly timeline defined to address efforts
 - Challengers working with provides
 - Cost is the main issue
- Audit Results 2011
 - Highest possible vote of confidants from the auditor
 - 2012 budget has been submitted
 - Capital projects are funded from the Startup grants from the providers

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Mr. Mauceri questioned Rob on plans for moving the facility.

Rob indicated that currently the responsibility for funding is not in place and verbiage in the agreements indicated equipment owners are responsible for moving the equipment. Plans are not in place at this time.

Board Members were concerned that scope and funding issues need to be addressed as soon as possible.

Mr. Delaney indicated that he would find information on responsibility for funding the facility move.

Mr. O'Leary had questions concerning the programs to promote student involvement. Rob informed Mr. O'Leary that the afterschool enrichment program has about 20 kids learning equipment and working on projects. Rob indicated that the club held at the High School does not have an advisor.

Mr. Prisco asked about posting jobs on Craig's List and not looking in to local hires which should be preferred.

Rob indicates that he is looking for experienced hires and finds that Craig's List has a higher reach in finding candidates.

BOS thank you for coverage and for broadcasting school informational sessions

8. FY2014 BUDGET HEARINGS:

Finance Committee Members present.

Treasurer/Collector – Maryann MacKay

Maryann summarized the department functions, goals, achievements and reviewed budget line items. Level Services and Level Funding are up by 3.1 % from last year

Board Members had questions on the following:

Mr. Delaney

- Level funding and how it effects the department
- Decreasing Legal funding would prolong timeframe in collecting funds

Mr. O'Leary

- Clarification on personal services and longevity percentages of 15% and when the percentages will be applied
Liz Pavao, Finance Director, explained break down of longevity and how funds are transferred from salary pool.
Longevity for years and 2% contraction increases are reflected whereas Longevity bonuses are not reflected
Maryanne will present department clarification on this item to Board on a later date.

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Mr. Prisco

- Would like the Board to consider looking in to the .20 fee of making copies for residents and to allow 2-3 pages free
- Wanted to inform residents that the online payment of the ACH fee line item does not go to the town and is a fee that the banks require.
Maryann indicated online payment trend is up

Mr. Mauceri

- Concerning real estate taxes - asked if there was a reduction in unpaid taxes
Maryann indicated that the trend of unpaid taxes is going down.

Board Members congratulated Maryann on her efforts in putting the budget together

Mr. Balukonis referred to Treasurer Summary Budget; the recommendations are consistent with budget statement of salary of \$189,331 which reflects 3.1% increase and expense budget of \$63,097 for a total \$252,428. Collectors Summary Budget which reflects 4.1 increase \$57,033.

6. ONE DAY ALCOHOL LICENSE – FA PROJECT:

MR. CHAIRMAN, I MR. FOTI MOVE TO GRANT A ONE DAY WINE AND MALT BEVERAGE LICENSE TO THE FA PROJECT, INC., FOR AN EVENT TO BE HELD AT CANDLEWOOD LANES, 35 MAIN STREET ON APRIL 6, 2013 BETWEEN THE HOURS OF 7:00 P.M. TO 11:00 P.M. SUBJECT TO ALL REGULATORY DEPARTMENT REQUIREMENTS.

SECONDED BY: MR. O’LEARY
VOTED: UNANIMOUS (5-0)

Mr. Rami Said present and updated Board Members on event.

8. FY2014 BUDGET HEARINGS CONTINUED:

Assessors – Deb Carbone

Deb summarized the department functions, goals, achievements and reviewed budget line items.

- For 2012 there have been 37 applications submitted.
- The education on the abatement process that staff has relayed to residents to help understand the guidelines for filing has been a great success.
- There has been 65% response on the income expense forms on the first mailing.

Mr. Foti

- How many have been granted out of the 37?
Deb will present the total number to the Board at a later date.

Mr. Mauceri

- What is the number of appeals that have been submitted?
Deb: there are 5 pending appeals; 3 from 2012 are industrial, 2 residential

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Mr. Delaney

- Requested further information on how many were granted, denied and how much of an abatement has been granted
- Dues and Membership ensure funding request is enough
- Personal services 3% overall increase total

Mr. O'Leary

- \$20,000 increase in FY2012 from the original to the actual
Liz responded - The budget was revised due to a transfer from salary pool, sick and vacation buy back as well as a 15 % longevity bonus was issued.

Mr. Balukonis referred to Assessors Summary Budget; the recommendations are consistent with budget statement of salary budget of \$165,726 and expense budget of \$16,520 for a total \$182,246.

Elder Affairs – Mary Penney

Mary summarized the elderly programs, goals, achievements and reviewed budget line items

- Membership 20.2 % of the community up from last year
- Counsel on Aging has funded the upgrade of the senior center

Mr. Mauceri: Fine job you do for the elders. As a board we need to start thinking about more services.

Abby Hurlbut, Finance Committee Chair

- How many people utilize the senior center?

Mary: 1041 came through the door for various reasons last year

Mr. Balukonis referred to Elder Affairs Summary Budget; the recommendations are consistent with budget statement of salary budget of \$124,749 and expense budget of \$15,472 for a total \$140,226.

Library – Helena Minton, Judy Seeger, Marci Baily

Helena summarized the library programs, goals, achievements and reviewed budget line items

Judy Seeger summarized Power Point presentation “Head of Circulation” request to add hours

Sharon Kelleher spoke in support of additional hours due to additional services.

Mr. Prisco asked about the amount of state aid.

Helena: We received \$11,000 in state aid last year.

Board Members had questions regarding Municipal Approbation Requirements

Mr. Balukonis referred to Library Summary Budget; supports the recommend needs budget of \$482,122.

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Recreation – Rita Mullen, Maureen Stevens

Rita announced the 12th annual Spring Wine and Food Social on March 22, 2013 7pm – 10pm at the Hillview Country Club. Tickets are available. This supports many programs.

Maureen Stevens summarized the recreation programs, goals, achievements and reviewed line items.

Mr. Prisco

- Seasonal Staff issue; propose to add back the \$16,000 back in to the budget for youth staff

Mr. Mauceri

- Question on the number of youth population and needed more clarification.
Maureen: Elementary students are down by 215 and sports registration is down by 354.

Mr. Foti

- Question on why the decrease of \$20,717.
Maureen: No subsidies are needed this year.

Mr. Balukonis referred to Recreation Summary Budget; the recommendations are for a total of \$534,072

Hillview Commission – Peter Hemme

Peter summarized the Hillview programs, goals, achievements and reviewed budget line items which are the same as last year.

Mr. Mauceri

- Questioned if GFMI contract was signed again.
Peter confirmed GFMI has signed another 3 year contract and the increases to the budget are related to the contract.

Mr. Prisco

- Questioned the fuel reduction.
Peter replied a charge back is submitted and previous budgets have been over stated.

Mr. Delaney

- Questioned leasing of golf carts.
Peter confirmed the golf carts generate revenue and are leased
- Residents are asking about the pub facility
Peter indicated that discussions are being held in hopes to open for some portion of the golf season.

Mr. Mauceri thanked the commission for all their efforts and commends them on increasing revenue every year at no cost to the town

Mr. Balukonis referred to Hillview Summary Budget: recommends as proposed.

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5. PUBLIC COMMENT:

Mr. Delaney asked for Public Comment – No Comment

3. MINUTES:

MR. CHAIRMAN, I MR. FOTI MOVE TO APPROVE THE **FEBRUARY 11, 2013** REGULAR SESSION MINUTES AS WRITTEN.

SECONDED BY: MR. O'LEARY
VOTED: UNANIMOUS (5-0)

MR. CHAIRMAN, I MR. FOTI MOVE TO APPROVE THE **FEBRUARY 11, 2013** EXECUTIVE SESSION MINUTES AS WRITTEN.

SECONDED BY: MR. O'LEARY
VOTED: UNANIMOUS (5-0)

4. LEGAL BILLS:

MR. CHAIRMAN, I MR. FOTI MOVE TO APPROVE LEGAL BILLS FOR JANUARY 2013 IN THE AMOUNT OF \$ AS FOLLOWS:

KOPELMAN AND PAIGE, P.C. (GENERAL)	\$4,546.10
KOPEMAN AND PAIGE, P.C. (LABOR)	\$ 396.00
AMERICAN ARBITRATION ASSOC.	<u>\$ 450.00</u>
TOTAL	\$5,392.10

SECONDED BY: MR. O'LEARY
VOTED: UNANIMOUS (5-0)

9. TOWN ADMINISTRATOR'S REPORT:

Mr. Balukonis updated Board Members on the following:

1. The Town is in receipt of a ruling by the Department of Revenue approving the Town appropriating the \$5 million bond premium to offset costs of the High School construction project. "Bond Premiums and Debt Exclusions" advisory is attached.
2. The DPW is convening a meeting with the Water Commission to review the FY2014 water rate and capital plan recommendations. A public hearing will be scheduled at a Board of Selectmen meeting during the month of April to review water rate recommendations.
3. The warrant article informational hearing on supplemental funding for the high school project is scheduled to coincide with the BOS meeting and the School Committee on March 11th at 6:00pm. A motion will be ready to vote a recommendation for the March 18th Special Town Meeting.
4. The FY2012 Financial Report and Management Review is completed. Mr. Hingston will be scheduled to present the report and his recommendations in April.

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5. A request for Proposals (RFP) for curbside solid waste and recycling is open for a new contract effective on July 1, 2013. A total of three finalists have been invited in for interviews this week. The contract term is for five years expiring on June 30, 2018.

10. OLD AND NEW BUSINESS:

Mr. Prisco

- Congratulations to Hornets
- Taxation Aid Committee: 6 out of 12 applicants were eligible. Gave overview of committee and thanked those contributing to the taxation aid fund.

Mr. Mauceri

- Capital Planning Board - Capital ranking is the next step and copies will be made available.
- Waiting for waste water numbers.
- When will the Fire Chief's review on the ALS budget plan be available?

Mr. O'Leary

- Congratulations to the Hornets Hockey Team.

Mr. Foti

- Happy Birthday Mr. Chairman.

Mr. Delaney

- Update on School Project
 - Tuesday is the last informational meeting
 - If funding is not approved at Town Election some items that will have to be dropped from project are "Brick Building, Fixed Seating, Sports Field, Gym Bleaches, Cooling System, Top Coat Paving" this is just a partial list
 - The project will be delayed 7 months and cost \$400,000 per month if funds are not approved
 - Gilbane will be present at the meeting and will present a GMP
 - Board has taken responsibility for any possible litigation process
 - Encourages everyone to support the project and attend the meetings

11. EXECUTIVE SESSION:

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SECONDED BY: MR. O'LEARY
VOTED: MR. MAUCERI AYE
MR. DELANEY AYE
MR. FOTI AYE
MR. O'LEARY AYE
MR. PRISCO AYE

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Re-entered Regular Session 11:12

12. SPECIAL COUNSEL

MR. CHAIRMAN, I MR. O'LEARY MOVE TO AUTHORIZE THE TOWN ADMINISTRATOR TO ENTER INTO A CONTRACT WITH FURMAN GREGORY DEPTULA AS SPECIAL TOWN COUNSEL TO PURSUE POTENTIAL DAMAGES RELATING TO THE SCHOOL PROJECT

SECONDED BY: MR. FOTI
VOTED: UNANIMOUS (5-0)

ADJOURNMENT

MR.FOTI, MOTIONED TO ADJOURN.

SECONDED BY: MR. MAUCERI
VOTED: MR. O'LEARY AYE
MR. FOTI AYE
MR. DELANEY AYE
MR. PRISCO AYE
MR. MAUCERI AYE

UNANIMOUS (5-0)
ADJOURN 11:20 p.m.

DATE

JOSEPH FOTI, CLERK