

**BOARD OF SELECTMEN**  
**JANUARY 19, 2011**  
**REGULAR SESSION**

Members Present: David Parker, John Whelan, Michael Brady, Francis Cavaco

Absent: Robert Richardson

Town Administrator: Michael J. Carroll

Vice Chairman Parker called the meeting to order at 7 p.m. followed by the Pledge of Allegiance and moment of silence. He announced that the meeting was being taped via audio and video. Abigail Crocker of The Patch was recording video.

**PUBLIC HEARING ON FEE REVISION FOR AMBULANCE FINANCES**

Vice-Chairman Parker opened the hearing at 7:04 p.m.

Fire Chief Alan Jack advised that these changes take place annually. He noted that the contract with Comstar was rewritten at a 1% lower rate than previously charged to the Town.

The hearing closed at 7:09 p.m.

A motion was made by Mr. Whelan, seconded by Mr. Brady, and it was unanimously

**VOTED:** To approve the 2011 rates for ambulance service.

**CONSENT CALENDAR**

None.

**OLD BUSINESS**

None.

**COMMUNITY SPEAKS**

None.

**NEW BUSINESS**

**Discussion with Town Clerk Regarding Bicentennial Plans**

A motion was made by Mr. Whelan, seconded by Mr. Brady, and it was unanimously

**VOTED:** To defer to later in the meeting.

Town Clerk Janet Parker explained that it is a work in progress. There are a lot of groups involved. She provided a list of activities planned throughout 2012.

**TOWN MEETING TIME LINE**

A motion was made by Mr. Brady, seconded by Mr. Whelan, and it was unanimously

**VOTED:** To establish the time line for Town Meeting as follows:  
Open Warrant on March 1, 2011, Close Warrant on March 18, 2011, and Town Meeting on June 6, 2011, as recommended by the Town Administrator.

Mr. Carroll will check on the availability of the high school for the Town Meeting.

**FY 2012 Budget Preparation**

Mr. Carroll advised that department heads have acted responsibly and in many cases requests for appropriations are lower than level funded. He recommended the Board meet with all department heads. The budget is balanced right now but it depends on state aid.

Board members agreed to meet with department heads beginning next week. Mr. Brady suggested that it should be a work session only.

Prior to the next item, DPW Superintendent Robert Lamoureux indicated the snow removal account is over expended by \$40,000 plus an additional \$25,000 in invoices for sodium chloride.

Vice-Chairman Parker noted the reserve fund has \$90,000 and the Town has \$300,000 in free cash.

He wanted residents to understand that DPW will continue to plow the streets. The State allows the Town to go over budget and add to the tax rate the following year.

**REPORT ON THE CONTRACT AWARD FOR 152 PROJECT AND CONSTRUCTION TIMELINE**

Mr. Lamoureux advised that the project was advertised and the contract was awarded to the low bidder, P. A. Landers of Hanover, MA. The consultant engineer feels this firm will do a good job. A pre-construction meeting will be scheduled and construction is scheduled to begin on April 1, 2011.

Mr. Cavaco said the prices are tight.

Mr. Lamoureux said if the project goes over 10% the Town is responsible to pay for it.

He noted that the County Street Bridge in Attleboro should be open in June 2011 and that should alleviate some of the traffic.

On another issue, Mr. Cavaco asked Mr. Lamoureux to submit time cards for contractors along with the invoice sheet.

### **Discussion on Petty Cash Policy**

Mr. Carroll advised that, following the last board meeting, Mr. Alexander prepared information on petty cash. The Treasurer/Collector's office has \$400, Library - \$200, Town Clerk - \$200 and Finance - \$150.

Mr. Carroll distributed a written policy on petty cash to be adopted at a subsequent meeting.

Mr. Brady raised several concerns.

Mr. Cavaco mentioned that DPW also has petty cash.

Therefore, Vice-Chairman Parker suggested that the Finance Director attend the next meeting to provide a detailed report on petty cash.

Mr. Cavaco emphasized that the Board is not claiming there is any misuse of funds.

### **BOARD OF SELECTMEN LIAISON REPORTS AND COMMENTS**

Mr. Cavaco advised that the recent spaghetti supper was well attended. Proceeds will assist low income residents with utility bills.

His meeting with the Chairman of the House Ways and Means Committee was cancelled due to the snowstorm. He wants to talk about liquor licenses for the Town. He intends to address the MMA. He wants to meet with Sen. Timilty about the light on Route 44 at the entrance to the public safety complex and to inquire about additional monies for road work.

Mr. Cavaco stated that any employee in this town who uses a town vehicle to clean their driveway will be fired.

Mr. Carroll said the School Committee Chairperson has complained that the Town is not plowing sidewalks. He will bring that to Mr. Lamoureux's attention.

Vice-Chairman Parker said the sidewalks were plowed but when they plowed again the sidewalks were covered.

Vice-Chairman inquired about a vote to release the bills that were held at the previous meeting. He felt they could not be held after ten days.

Mr. Carroll said he reported to Mr. Cavaco, because he had made the complaints. He noted the warrant was held up because there weren't enough signatures.

Vice-Chairman cautioned board members about not signing warrants.

Mr. Carroll said a bill from an employee of the Assessors' office will not be paid. The other one is a special employee and that will go on the payroll.

Mr. Brady said there should be better documentation. He suggested that an "Accounts Payable Warrant" item should be on the agenda under Consent Calendar.

The Finance Director will address these matters at the next meeting.

A motion was made by Mr. Cavaco, seconded by Mr. Brady, and it was unanimously

**VOTED:** To hold DPW bills for snow plowing for further review at the next meeting.

Mr. Cavaco noted that School Department warrants should not be held up because there aren't enough signatures.

### **TOWN ADMINISTRATOR'S REPORT**

Mr. Carroll advised that he received a memorandum from the Planning Board to remove the Housing Production Plan and reintroduce in the future.

Mike Brady said he is not against affordable housing; but, if it will change the character of this town, citizens should have a right to decide. It should be a ballot question.

A motion by Mr. Whelan, seconded by Mr. Brady, to remove the Housing Product Plan from the ballot was withdrawn. The matter will be on next week's agenda.

Mr. Carroll advised that the Kiwanis "Taste of the Town" is scheduled for February 1, 2011, at Johnson & Wales. Tickets are \$30 and can be purchased from the Town Clerk.

He advised that the Capital Improvement Committee had reviewed and commented on the draft proposal of the town wide study of town buildings. It will be posted in the Central Register.

In response to Mr. Parker's concern, Mr. Carroll advised that minutes of Board of Selectmen meetings will be added to the website the following day.

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Mr. Whelan asked why the Veterans Agent telephone is not part of the Town Hall system.

Vice-Chairman Parker suggested that Lisa Parker should be contacted. She is responsible for the telephone system.

At 8:22 p.m. Mr. Whelan motioned, seconded by Mr. Cavaco, to adjourn Open Session and go into Executive Session for matters related to collective bargaining; not to return to Open Session.

The vote: Mr. Whelan ó Aye; Mr. Cavaco ó Aye; Mr. Brady ó Aye; Vice-Chairman Parker ó Aye.

Respectfully submitted,

John Whelan, Clerk

Patricia Gamer, Secretary