

**BOARD OF SELECTMEN**  
**FEBRUARY 9, 2011**  
**REGULAR SESSION**

Members Present: David Parker, Michael Brady, Francis Cavaco

Absent: Robert Richardson, John Whelan

Town Administrator: Michael J. Carroll

Vice-Chairman Parker opened the meeting at 7 p.m. followed by the Pledge of Allegiance and moment of silence. He advised that the meeting was being taped via audio and video and asked if anybody in the audience was taping.

**PUBLIC HEARING**

Vice Chairman Parker opened the hearing at 7:01 p.m.

**Seasonal Liquor License for Comolli Management Group, d/b/a Dickey's Barbecue Pit, Located at 20 Commerce Way**

Owner Douglas Comolli was in attendance to request a seasonal liquor license (beer and wine).

There were no public comments.

The hearing closed at 7:03 p.m.

Mr. Cavaco inquired about insurance.

Mr. Comolli said he would have a rider sent to the Board of Selectmen.

Mr. Brady asked about TIP certification.

Mr. Comolli said the manager is TIP certified, and he assured that he would do whatever is necessary.

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

**VOTED:** To approve the application for seasonal alcohol license (beer and wine) for Comolli Management Group, d/b/a Dickey's Barbecue Pit, located at 20 Commerce Way; subject to the proof of insurance and state certification for manager and all employees who dispense liquor.

**PUBLIC HEARING**

**Earth Removal Permit for Costa Development, LLC, for Map 24 Lot 668 Read Street**

Vice Chairman Parker opened the hearing at 7:09 p.m.

Mr. Michael Costa of Costa Development, LLC submitted a site plan for the full subdivision on Read Street.

The hearing closed at 7:10 p.m.

In response to Mr. Cavaco's question, Mr. Costa said he removed about 800 yards of earth; 50 yards went to Rehoboth. He wasn't aware it had to be kept in town.

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

**VOTED:** To grant an earth removal permit to Costa Development, LLC for development of Map 24 Lot 688 on Read Street.

**CONSENT CALENDAR**

**Consider Approval of Minutes for December 1, 2010 and December 15, 2010 (Regular and Executive Sessions)**

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

**VOTED:** To accept the minutes of December 1, 2010.

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

**VOTED:** To accept the regular session minutes of December 15, 2010.

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

**VOTED:** To accept the executive session minutes of December 15, 2010.

**Accounts Payable Warrant**

Mr. Carroll noted that this is a follow up to discussion from the previous week. Later in the meeting, the Board would have the opportunity to question items on the current warrant.

Finance Director Bruce Alexander explained the current operating procedures used by the Finance Department in processing bills.

Mr. Brady said there should be a check and balance. He felt it is not the responsibility of the Finance Department to see if it is done right. The Board of Selectmen signs the warrants but has no control over a great percentage of it. There needs to be a policy that the Board will not sign a warrant unless certain criteria are met.

Mr. Alexander distributed a form as a possible solution.

Mr. Cavaco said that he didn't have a problem with this document, but he would continue to review the bills.

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

**VOTED:** To accept the Accounts Payable Exception form and that it becomes part of the Administrative Policy.

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

**VOTED:** To appoint Mr. Cavaco as the liaison to work with the Finance Director to enact an Administrative Policy for accounts payable for the warrant.

### **Consider Acceptance of Gerry Drive for June 2011 Town Meeting**

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

**VOTED:** To refer the acceptance of Gerry Drive to the Planning Board.

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

**VOTED:** To schedule a Public Hearing for March 9, 2011 at 7:05 p.m. on the layout of Gerry Drive.

Prior to the vote Mrs. Pheobe Dunn and Ms. Carol Bragg stated that two streets with the same name would be confusing - Gerry Drive and Jerry Drive. Mr. Neil Abelson and Mr. David Bowden disagreed.

### **OLD BUSINESS**

#### **Discussion with the Senior Center Building Committee**

Dave Bowden, Jim Ranke, and Bob McLintock were in attendance and presented drawings. They signed a contract with a professional engineer for \$4,900. These drawings have got to

get to the ZBA by Monday. They have a proposal from the engineer to do it for \$700. That would put the project over the \$4,999 previously approved by the Board.

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

**VOTED:** To authorize expenditures by the Senior Center Building Committee up to \$10,000 without further approval by the Board of Selectmen.

Board members thanked the Building Committee. Vice Chairman Parker noted that they have saved the Town more than \$20,000.

Mr. Bowden advised that preliminary estimates from the modular company, exclusive of mechanicals and foundation, are between \$60 and \$70 per sq. ft. for this building.

Mr. Ranke said it is important to keep residents informed.

**Discussion with Planning Board on Affordable Housing Plan**

Mr. Neil Abelson, Chairman of the Planning Department, requested that the housing production plan be withdrawn from the ballot.

Mr. Brady said if withdrawn in April it could come forward by voter petition at Town Meeting in June. He said that what was brought to the Board appeared to significantly change the character of the town. Therefore, that should be a ballot question. He could never support this.

Mr. Cavaco concurred.

Mr. Bill Rice and Mr. Robert McLintock talked about the need for affordable housing for elderly and families.

Vice Chairman Parker suggested the matter be tabled until next week so that all members could be in attendance.

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

**VOTED:** To defer until the next meeting for a final vote.

**Continued Discussion on Petty Cash Policy with Director of Finance**

Finance Director Bruce Alexander advised that the Treasurer, Town Clerk, Library, DPW and Finance Departments have petty cash. Expenditures under \$20 are reimbursable with a receipt signed by the department head. He responded to Mr. Brady's questions.

**Continued Discussion on Town Hall Siding**

Contractor Gregory Vaslet presented documentation for Change Order #6.

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

**VOTED:** To accept Change Order #6 for the Town Hall Siding project, as presented.

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

**VOTED:** To authorize the Town Administrator to approve change orders, with the concurrence of the Building Commissioner, in an amount not to exceed \$2,500.

Mr. Carroll advised that Griggs & Brown would treat the entire building for termite infestation for \$3,500. Mr. Lamoureux is in the process of obtaining additional quotes.

**Continued Discussion on Town Administrator's Recruitment**

Vice-Chairman Parker referred to the timetable he distributed at the previous meeting.

Mr. Cavaco said that the Town paid a consultant \$15,000 when Mr. Carroll was hired. He felt the part time employee from Citizens for Citizens working in the Selectmen's office could do it.

Mr. Brady said that he doesn't have a problem doing it with a five person committee. It was decided to have a separate meeting to talk to professional groups.

**COMMUNITY SPEAKS**

Ms. Carol Bragg complained about the air quality at the Human Services office.

**NEW BUSINESS**

**Discussion with Planning Board on Taunton Avenue Tax Title**

Mr. Abelson referred to a 6,800 sq. ft. parcel of land on Taunton Avenue and Gude Street. The land is assessed at \$100,000. No taxes have been paid on it since 1977 and there were no bidders at auction in 1988. The CPC and Housing Authority are interested in pursuing for affordable housing.

Board members agreed to instruct the Planning Board to develop a plan to dispose of the land.

**Appointment of Senior Secretary to Human Services Department**

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

**VOTED:** To appoint Ashley Pimental to the position of senior secretary at Human Services.

Board members complained because neither Ms. Huck nor Ms. Allen, who served on the selection committee, was in attendance.

Ms. Pimental was Recreation Director. Mr. Carroll noted that she will continue to help until a successor is hired.

**2012 Budget Discussion with Finance Department**

Finance Director Bruce Alexander and Treasurer Christine DeFontes were in attendance.

Mr. Alexander advised the only payroll increase in the Finance Department is \$2,714 for a step increase and longevity. An \$1,824.86 increase in expense is for the MUNIS licensing. There is an increase in the MIS ó MUNIS driven expense and consultant for the virtual town hall. There is a decrease in equipment replacement line. The amount budgeted for the police and fire comp claims has increased.

Mr. Carroll recommended the addition of a MIS staff person.

Mr. Alexander advised that Microsoft will not support Windows XP after the year 2014. The Town should start transition.

Town Treasurer Christine DeFontes advised the payroll decreased by \$29,000 due to the retirement of the senior clerk. The Town Collector payroll decreased by \$100. Expenses increased by \$600 due to the new on-line bill payment service.

Mr. Cavaco complained about the pension plan.

Mr. Carroll advised that the Governor intends to submit a plan to restructure the pension system.

Vice Chairman Parker asked questions about Bristol County Retirement.

### **2012 Budget Discussion with Police Department**

Police Chief Ronald Charron said that increases are contractual. The number of police officers will stay the same at 34 full time officers. He mentioned that there will be the lowest amount of officers on details this summer because some businesses have closed and others are not hiring details. Activities will be eliminated because there is no community police grant money. Police bike patrols will also be eliminated.

He has asked for an increase in vacation replacement line. The only increase in the police expense line is the lease of cruisers.

Chief Charron recommended an IT person for the entire town.

Vice Chairman Parker said that Chief Charron is looking into how to handle those people approaching cars to get donations. He will come in with a recommendation.

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

#### **Accounts Payable Warrant, Outstanding Issues**

Mr. Cavaco referred to three bills for fitness classes from the Council on Aging. No one signed. He asked about the outreach worker position.

Mr. Carroll said that he rewrote the ad and spoke to the chairperson of Human Services. He gave it to the Executive Assistant to advertise.

Mr. Cavaco felt there should be enough licenses to cover all departments on the Town's website.

Vice Chairman Parker indicated discussion on compensation for Board members would be on next week's agenda.

Mr. Cavaco complained about Mr. Whelan's continued absence from meetings.

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In response to Mr. Cavaco's question, Mr. Carroll advised that he had asked the Director of Human Services to prepare a RFP for grant writer. He ended up writing it. It was advertised and there was no response. He spoke to the director about reissuing it.

Mr. Cavaco questioned why he wrote it.

Mr. Carroll felt that he should write RFPs as Chief Procurement Officer.

Board members expressed disappointment that the Human Services Director was not in attendance.

In response to Vice Chairman Parker's question, Mr. Carroll advised that the snow removal account is over by \$140,000 plus \$34,000 for salt.

Mr. Carroll advised that Board of Selectmen minutes are on the website.

Vice Chairman Parker noted that the Board has commended Boy Scouts for high achievement. He has the name of a contact to recognize Girl Scouts as well.

Mr. Carroll stated that this is the fourth budget he prepared and there have been no layoffs.

Vice Chairman Parker said thanks to the meal tax.

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

**VOTED:** To dissolve the meeting at 9:56 p.m.

Respectfully submitted,

John Whelan, Clerk

Patricia Gamer, Secretary



Attachment to February 9, 2011 Minutes

List of Items Distributed at the Board of Selectmen meeting of February 9, 2011

Application from Comolli Management Group, d/b/a Dickey's Barbecue Pit

Request for Earth Removal Permit from Costa Development LLC

Information of Gerry Drive

Petty Cash Administration Policy

Accounts Payable Exception

Accounts Payable Audit

Application from Ashley Pimental for Senior Secretary at Human Services

Map of Taunton Avenue and Gude Street