

Town of Shirley

BOARD OF SELECTMEN



7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812

David N. Swain, Chair

Kendra J. Dumont, Vice Chair

Robert E. Prescott, Jr., Clerk

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BOARD OF SELECTMEN MINUTES May 4, 2015 7:00pm TOWN OFFICES

The Board of Selectmen convened its meeting on Monday, May 4, 2015 at the Town Offices, Meeting Rooms A & B, Chairman David N. Swain presiding, with Selectmen Kendra J. Dumont, Robert E. Prescott, Jr., Town Administrator Patrice Garvin in attendance.

CALL TO ORDER

Chairman Swain called to Order the Board of Selectmen's Meeting at 7:00pm

TOWN ADMINISTRATOR REPORT

Town Administrator Patrice Garvin gave her weekly report for May 4, 2015.

Garvin stated that with the conclusion of Town Meeting, she has met the Finance Team to go over the Warrant and to discuss the follow-up and the next steps on warrant articles. She will keep the Board updated on any actions moving forward.

TA reported that the she, Kathi Rocco and Janet Poitras met with MIIA to discuss the health insurance renewal For FY2016. She noted that the rate increased to 10.18% over last year. The good news is with the change in the health plan design last year, the town is seeing significant change in claim rates by almost half. If this level of claims continues, stated Garvin, then it will show in the rate of increase in FY2017.

TREASURY WARRANTS

Payroll warrant # 0144	<u>04/29/15</u>	<u>\$ 5,997.83</u>
Payroll warrant # 6144	<u>04/29/15</u>	<u>\$ 36,984.77</u>
Payroll warrant # 9144	<u>04/29/15</u>	<u>\$ 20,126.18</u>
Payroll warrant # 0145	<u>05/06/15</u>	<u>\$ 4,682.11</u>

Payroll warrant # <u>6145</u>	<u>05/06/15</u>	<u>\$ 32,656.48</u>
Payroll warrant # <u>9145</u>	<u>05/06/15</u>	<u>\$ 1,838.26</u>
Payable warrant# <u>2455</u>	<u>05/06/15</u>	<u>\$ 8,162.57</u>
Payable warrant# <u>9455</u>	<u>05/04/15</u>	<u>\$ 1,004.40</u>
Payable warrant# <u>9465</u>	<u>05/05/15</u>	<u>\$ 477,481.58</u>

Selectman Dumont moved to accept the following Treasury Warrants as presented. Selectman Prescott Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye, and Kendra J. Dumont vote Aye.

APPROVAL OF MINUTES - NONE

OLD BUSINESS

1. Energy Committee -

Energy Committee Chair, Bryan Dumont came before the Board to ask the Selectmen's approval of a waiver regarding police details. Mr. Dumont explained that the Town has been experiencing some problems with a device on the streetlights, between National Grid power wires and the town owned lights called "fusible link". This device prevents a surge from the light from getting onto Grid lines to hit and destroy the street lights, however, Mr. Dumont explained that the Town already purchased lights heads with the fusible link. With that being said, the Town has lost and had to replace approximately 30 fusible links since install. Dumont noted that ABM has hired NE Utilities to come back to Town and rewire all 209 lights with a new link device with 5amp time delayed fuses. Dumont stated this process will slow the input of power into the LED head and also will apply a special sealant on each location where wires enter and leave the link; this will be made more rigid so wind and bad weather does not allow them to move and twist wiring. Dumont is asking the Selectmen to grant a Waiver to void police details. The work should begin May 6th and last approximately 2 weeks.

Selectman Dumont moved to waive police details for ABM and NE Utilities to repair the lights. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Bryan Dumont reported on the Groton Road Solar project. He noted that the Town will need to provide a W-9, as town will be receiving a check for the Construction Rent in the amount of \$4999.96. He stated that the construction part of the project is near completion. Dumont further noted that there will be an appropriate landscape design for the Town Administrator to review; noting that once the trees have been harvested from the area, there are plans to landscape so visually the solar farm will not be easily seen from Groton Road.

Selectman Dumont moved to waive the Driveway Permit Fee on Groton Road for Borrego Solar. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

NEW BUSINESS

2. 5 Year Plan

Town Administrator Garvin had asked Town Accountant Bobbi Jo Colburn to do a 5 Year Budget and Revenue Projections through Fiscal Year 2020. Reviewing the assumptions, Garvin noted that the Town is looking at a deficit for next year between \$600K - \$1M.

Town Accountant Colburn stated that her revenues are very conservative, noting that free cash is estimated at \$0. Regarding projections of expenditures; Garvin & Colburn both noted that the Salary increases are projected at a flat 2% (no step), Nashoba Technical assessment is 3% annually, Ayer Shirley Regional assessment is 3% annually, plus \$100,000 for Shirley's makeup in FY17.

Selectman Dumont noted that the Town will have to do a 2 ½% override to stay sustainable. She further stated that many departments have been level funded for several years.

Town Administrator Garvin stated that breaking even should not be the goal of the Town, and should start looking to put money away long term.

Garvin is recommending that the Board of Selectmen have a committee or working group put together with their charge to start tackling those questions on how to proceed with an override. She further stated that this committee will meet once a week throughout the summer and with the goal to recommendations for the Board of Selectmen by this Fall.

Chairman Swain would like to see the General Public become part of this committee so they can see how the process works.

Garvin stated that she would put together a committee and present to the Selectmen next week, noting that she will be the ex-officio on the committee, as the community has to make the decisions.

3. Shirley Master Plan Public Forum

Town Administrator Garvin reported that the Shirley Master Plan Public Forum will be held on May 7th at the Middle School at 6:00pm. This forum, hosted by MRPC, will allow the public input on goals and process for the Master Plan, and where the community wants Shirley to be. She encourages the public to attend the meeting.

4. One Day Liquor License

Selectman Dumont moved to approve the Special License for the Sale of Wines and Malt Beverages only, to be Drunk on the Premises under Chapter 138, Section 14, of the Liquor Control Act for CD Release Celebration and Concert to be held on May 9, 2015 from 7:00pm to 10:00pm at the Center Town Hall. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Dumont moved to approve the Special License for the Sale of Wines and Malt Beverages only, to be Drunk on the Premises under Chapter 138, Section 14, of the Liquor Control Act for the Wedding Reception to be held on June 27, 2015 from 2:00pm to 6:00pm at the Center Town Hall

and grounds. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

5. Driveway Permit – Center Road

Discussion on the placement of the driveway, as Chairman Swain noted that this permit was held from the other week due to the fact there was no map or drawing of the changes. Jason Hill, Superintendent of the Trustees of the Reservations, reported that the change is actually a modification of the driveway, allowing wider access for school buses, etc.

Selectman Dumont moved to approve the Driveway permit at 156 Center Road for the Trustees of the Reservation, provided that all terms and conditions are met. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

6. Approval of Signs – Davis & Main; Ayer Rd & Main; Shaker Road

Chairman Swain stated that the DPW and the Police Department are requesting the “No Parking” signs be installed on Harvard Road due to the congestion and potential safety hazard during sporting events.

Selectman Dumont moved to allow the DPW to install “No Parking” signs on the side of the Village Cemetery located off Harvard Road. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Town Administrator Garvin noted that the DPW and Police Department are also requesting Stop Signs be installed at Ayer Road and Davis Street regarding the Rail Road Crossing.

Selectman Dumont moved to allow the DPW install “Stop” signs at Ayer Road and Davis Street and Main Street. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

7. Super Town Meeting/Special Town Meeting – June 8, 2015

Town Administrator Garvin reported that the Special Town Meeting for June 8th is primarily to clean up the budget. She reported there is only one Article with several Motions. She further noted that the Article will be broad to include the Town Administrator Line Item, General Government and the Schools. Garvin stated that the Motions will be very specific.

Selectman Dumont moved to have a Special Town Meeting on Monday June 8, 2015 at 7:00pm to be held at the ASRSD Middle School Auditorium. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Dumont moved to open the Special Town Meeting Warrant on Monday, May 4, 2015. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Dumont moved to close the Special Town Meeting Warrant. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain Vote Aye.

EXECUTIVE SESSION

Selectman Dumont moved to go into executive session under M.G.L. c.30A, Sec. 21 (8) To consider or interview applicants for employment by a preliminary screening committee, if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants. This shall not apply to any meeting regarding applicants who have passed a prior preliminary screening and reconvene in open session for adjournment purposes only. Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

PUBLIC COMMENTS

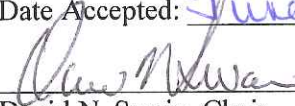
ANNOUNCEMENTS

ADJOURNMENT

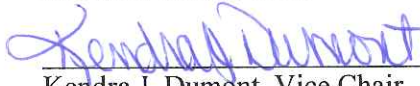
With no further business to discuss, *Motion and Seconded to adjourn, Robert E. Prescott vote Aye , Kendra J. Dumont vote Aye, and David N. Swain, vote Aye .*

Respectfully submitted,
Kathleen Rocco, Executive Assistant

Date Accepted: June 1, 2015



David N. Swain, Chair



Kendra J. Dumont, Vice Chair



Robert E. Prescott, Jr., Clerk

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.