

Town of Shirley

BOARD OF SELECTMEN



7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812

Holly J. Haase, Chair

Enrico C. Cappucci, Vice Chair

TEL: (978) 425-2600, x200

Fax: (978) 425-2602

Selectmen@shirley-ma.gov

BOARD OF SELECTMEN MINUTES August 21, 2017 Town Office Building – Meeting Room A&B

1. Announcements
2. Ratification of Contract – Chief Samuel Santiago

Chair Haase and Selectmen Cappucci both stated that they have put much thought into the qualifications and history of Sargent Samuel Santiago, and with that would like to make the following motion.

Selectmen Cappucci motioned to ratify the contract of Chief Samuel Santiago. Chair Haase seconded. All in favor. Motion passed.

Town Clerk Oelfke came forward to swear in Chief Santiago.

Chief Santiago's uncle a former police officer place the Chief's Badge upon the chest of Chief Santiago.

Chief Santiago thanked everyone in attendance and spoke in regards to healing and moving forward the Shirley Police Department.

3. Meetings with other officials, boards or committees – (votes may be taken on any of these items)

- A. Joint Board of Health – Landfill Invoice from Altus, Call in from Altus

Board of Health Chair Jay Howlett came forward to discuss this matter, and how he is surprised that this could not be put on the agenda for 8/28/2017 when his whole board could be in attendance.

Chair Haase notes that she was under the belief that this would be taking place at the next Board of Selectmen's meeting on 8/28/2017 but since Mr. Howlett is here she asks Town Administrator Garvin to explain the special revenue from the 90's and the Board of Health's \$20,000.00

Town Administrator Garvin points that she has been following this special revenue since hearing about its existence but notes that it became Free Cash via Special Town Meeting

vote in 1999. She expresses that monies have been used since, but the lump sum is Town of Shirley Free Cash and able to be used to pay Altus their \$20,000.00.

Selectmen Cappucci notes that Town Administrator Garvin, Jackie Esielionis, and he had a conversation with Altus where they had concluded that the Town of Shirley would pay \$20,000.00 to conclude the issue with Altus's \$80,000.00 invoice as the Board of Health is very unhappy with the "completed project"

Mr. Howlett states that he believes settling this is a good idea, but would like to have this discussion with the entire Board of Health present. Howlett would like the Board of Health's engineer to have a discussion with Altus's Engineer before the next conversation.

Chair Haase tabled this matter until 7:30 on 8/28/2017

B. Groton Road Solar Lease

Justin Woodard of Nation Grid came forward to discuss a proposal to sublease the back part of the Groton Road Solar Project. This would be a part of the Governor's Energy Storage Unit Program and National Grid is looking to install one energy storage unit in the back of the property. Mr. Woodard states that safety is their foremost concern, and they would take

Planning Board Member Bill Oelfke asked what would be stored in the building that National Grid is going to be constructing.

Mr. Woodard states that a flow battery that stored energy would be constructed.

Chair Haase and Mr. Oelfke mutually agree that they are not against this if the Building Inspector signs off on it.

Chair Haase moves to approve the change to the solar lease pending Shirley Building Inspector Approval. Selectmen Cappucci seconded. All in favor. Motion Passed.

C. Town Clerk Debt Exclusion Election Warrant

Clerk Oelfke announced that there will be a September 12th Election for a Debt Exclusion for a Fire Truck and Mr. Oelfke needs the Board of Selectmen to sign the Warrant for this election.

Selectmen Cappucci motions to sign the warrant for the September 12, 2017 election. Chair Haase seconds. All in favor, motion passed.

D. Special Election for Selectmen

Selectmen Cappucci motions to fill the vacancy on the Shirley Board of Selectmen with an Election. Chair Haase seconds. All in favor, motion passed.

Selectmen Cappucci notes that he feels very uncomfortable speaking / voting on issues of such great importance with only a two-member Board.

Clerk Oelfke proposes the dates of October 24, October 31, and November 7 2017.

Selectmen Cappucci motions to hold the election on November 7, 2017. Chair Haase seconds. All in favor, motion passed.

4. Town Administrators Report

Pam Callaghan and I met with staff from MRPC to discuss the Complete Streets grant program through the state. We will be working with MRPC to obtain a Technical Assistance Grant to write the Prioritization Plan that is needed to obtain funding through the program. I will update the Board as this progress moves along.

I have attached an article in the Lowell Sun regarding the recent issue of monopoles in towns that host the MBTA rail line. I updated the Board at your last meeting regarding these poles and that many communities have become frustrated with the process and installation of these monopoles. The article states that the MBTA has asked for a new plan, which is good news for towns.

I wanted to formally notify the Board that the week of August 21st I will be taking August 22nd, 24th and 25th off. If anyone has immediate concerns Nate will be here to address them. As always I will be available by phone.

We received the annual invite to the opening day for ASRSD. I will be attending and the Superintendent has asked which selectmen would also be attending.

Patrice Fullhart recently placed surplus items on municibid. These items were the result of the cleaning of the basement. I wanted to inform the Board that the Town received \$382 dollars for those items placed on municibid. I wanted to thank Patrice for all of her hard work, as it is reflected in the buildings.

I have attached the announcement for the FY18 Community Compact Grant cycle. The Town has received multiple awards recently from this grant and my hope is to submit for FY18. There are many areas to apply and the Board would need to select before applying. I have attached a sample of areas the Board could choose.

5. New Business – (votes may be taken on any of these items)

A. Intent to Layout Morse Circle

Robert Aldiva a Civil Engineer for John Ross Associates came forward to discuss this proposal. Mr. Aldiva would like to have Morse Circle accepted as a Town street during the Special Town Meeting in November.

Selectmen Cappucci moves to send Morse Circle before the Planning Board for study and report. Chair Haase seconds. All in favor, motion passed.

B. Intent to Layout Apple Orchard Roads: Windsor Road, Brandywine Lane, Gideon Lane, and Cider Court

Michael Cabrall and Leif Ronaldson of MUUS came forward looking for Road Acceptance for Apple Orchard Roads. They would like approval and bonding release during the Fall Special Town Meeting.

Selectmen Cappucci moves to send Apple Orchard Roads before the Planning Board for study and report. Chair Haase seconds. All in favor, motion passed.

C. Department of Public Works Discussion

Chair Haase announced that the Board of Selectmen will reluctantly accept the retirement of Foreman Paul Farrar on September 8, 2017.

The Shirley Board of Selectmen would like to thank Mr. Farrar for his over 42 years of dedicated service to the Town of Shirley.

Chair Haase would like to bring up the future and interim options during the 8/28/2017 meeting.

D. Ratify MOU Dispatcher Union

Town Administrator Garvin states that there is a large problem with the number of dispatchers currently employed by the Town of Shirley. There are options on the table for regionalization of the Dispatch Center, but to get to this period the Commonwealth of MA has granted the Town of Shirley \$50,000. If the Town does not choose a regional dispatch center by 12/31/2018 the money will be owed back to the Commonwealth.

Selectmen Cappucci motions to sign the letter accepting the \$50,000.00 grant from the Commonwealth of Massachusetts. Chair Haase seconds. All in favor, motion passed.

Selectmen Cappucci motions to sign the Memo of Understanding increasing the Full-Time Dispatchers pay rate. Chair Haase seconds. All in favor, motion passed.

E. Request to Increase Part-Time Dispatchers Wage

Selectmen Cappucci moves to accept the change of part time dispatcher to grade 3 step 7 on the Town of Shirley Personnel Wage Scale. Chair Haase seconds. All in favor, motion passed.

F. Appointment of Alison Tocci to Center Town Hall Committee

Selectmen Cappucci motions to appoint Alison Tocci to the Center Town Hal Committee with a term to expire 6/30/2020. Chair Haase seconds. All in favor, motion passed.

6. Old Business

A. Revote Movie Contract

Town Administrator Garvin states that the way the old movie contract was worded was labeled incorrect by the movie company's legal counsel. So, they have re-drawn up a contract that does not include "gift money" for perpetual care.

Chair Haase asks if the Town can move the monies from Town coffers to perpetual care at Special Town Meeting.

Town Administrator Garvin does not believe that would be an issue.

Chair Haase motions to execute the contract and place the \$1,500.00 in the general fund. Selectmen Cappucci seconds. All in favor , motion passed.

Chair Haase motions to place an article on the Special Town Meeting Warrant to move the \$1,500.00 dollars into the perpetual care account. Selectmen Cappucci seconds. All in favor, motion passed.

B. Reappoint Mary Lou Clark to COA

Selectmen Cappucci motions to appoint Mary Lou Clark to the Council on Aging Board of Directors with a term to expire 6/30/2020. Chair Haase seconds. All in favor, motion passed.

C. Longley Road Insurance, Conservation Commission

The Board of Selectmen would like the Conservation Commission to provide them with quotes for new insurance at their 8/28/2017 meeting.

D. Employee Evaluations

Chair Haase notes that the Board has had the non-union employees fil out an evaluation form, and she would like to meet with the employee to conduct evaluations and set goals.

Town Administrator Garvin notes that all of the union's now have evaluations in their contracts.

Selectmen Cappucci is very uncomfortable holding evaluations without a 3 member board.

Chair Haase points that these evaluations would not fire or discipline employees. They would just set goals for said employees.

Selectmen Cappucci states he still feels uncomfortable before a third Selectmen is elected.

Chair Haase points out that there are some evaluations that must be done before December 31, 2017.

Topic of discussion ended to be brought up at a later Board of Selectmen's meeting.

7. Selectmen's Comments and/or Liaison Reports

8. Other business unforeseen at the posting of the agenda.

9. Public Comments

Keith Begun pointed out his displeasure with Facilities Coordinator Fullhart having the Board of Selectmen declare items in the basement surplus and sell them. Begun notes that Fullhart did speak with him this time regarding the items, but would have liked the opportunity to discuss selling items with his full board on the record.

Chair Haase states that in the future any surplus being declared will be shared with the board or committee that is in charge of said items.

10. Correspondence

11. Minutes of July 24, 2017

Selectmen Cappucci motioned to accept the minutes of July 24, 2017 as presented. Chair Haase seconds. All in favor. Motion Passed.

12. Treasury Warrants

Selectmen Cappucci motioned to accept the weekly treasury warrant as presented. Chair Haase seconds. All in favor. Motion Passed.

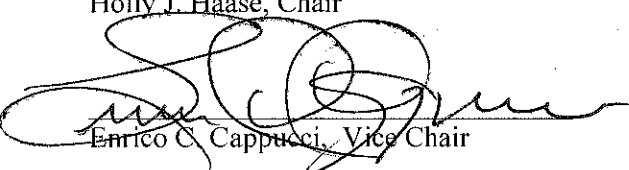
Next Meeting 8/28/17 at 7:00pm

With no further business to discuss, Mr. Cappucci moved to go into Executive Session returning only to adjourn. Chair Haase seconded the motion. Unanimously in favor. Motion Passed.

Respectfully submitted,
Nathan Boudreau, Executive Assistant

Date Accepted: 8/11/17


Holly J. Haase, Chair


Enrico C. Cappucci, Vice Chair

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.

	Documents used
1	Chief Samuel Santiago - Contract
2	Debt Exclusion Election Warrant
3	Dispatchers MOU
4	STM Draft Warrant 8/21/2017
5	Minutes of July 24, 2017
6	Weekly Treasury Warrants
7	
8	