

# Town of Shirley

## BOARD OF SELECTMEN



7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812

*Holly J. Haase, Chair*

*Enrico C. Cappucci, Vice Chair*

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### BOARD OF SELECTMEN MINUTES August 28, 2017 Town Office Building – Meeting Room A&B

#### 1. Call to Order

The Board of Selectmen re-convened its meeting in open session on Monday, August 28, 2017 at the Town Offices, Meeting Rooms A & B. Members present were Chair Holly Haase, Enrico Cappucci and Town Administrator Patrice Garvin.

#### 2. Announcements

Chair Haase announced that there will be an Election for the debt exclusion of a Fire Truck on September 12<sup>th</sup> followed by an election to determine a third member of the Board of Selectmen on November 7, and Special Town Meeting will be held on November 13, 2017.

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

##### A. DHCD close out FY15 Grant Cycle, Brian Keating

Brian Keating of Montachusett Regional Planning Commission came forward to discuss numbers and the closing of the Fiscal Year 2015 Grant Cycle.

Keating points out that 720,453 dollars was spent on Housing Rehabilitation projects, but that fuel assistance was not as successful and that is something the Town and MRPC will need to focus on this round.

Keating asks for Board of Selectmen approval to close out the 18 month FY15 Grant Cycle.

*Selectman Cappucci motioned to approve the closing of the FY15 CDBG Grant Cycle. Chair Haase Seconded. All in favor. Motion Passed*

##### B. Joint Board of Health – Landfill Invoice from Altus, Call in from Altus

Chair Haase opens the floor for discussion.

Jay Howlett, Donald Farrar and Jackie Esielionis of the Board of Health along with Tony Scavino via phone came forward to discuss this issue with the Board of Selectmen.

Board of Health Chair Howlett states that the Board of Health has contacted their engineer and suggested he speak with Tony regarding the landfill issue. Mr. Howlett noted that the Town's Engineer felt it would be more beneficial to do an inspection of the property later this fall with representatives from Altus and the Town present.

Tony from Altus agreed with Chair Howlett's statement regarding his conversation with the Town's Engineer.

Chair Haase now asked about this issue regarding outstanding invoices owed to Altus.

Chair Cappucci noted that he does not want to have to go to Town Meeting to request \$80,000.00 when all parties agree this issue can be solved for \$20,000.00. Cappucci believes this would be best funded by paying the \$20,000.00 then going to Town Meeting to replenish some funding and not have the Board of Health exhaust all of their monies to resolve this issue.

BOH Chair Howlett states that the Board of Health would be in favor of that

*Selectman Cappucci motioned to authorize the Town Administrator to pay \$20,000.00 from a BOH account in lieu of an \$80,000.00 invoice. Chair Haase Seconded. All in favor (Board of Health and Board of Selectmen). Motion Passed.*

C. War Memorial Trustees, Norm Albert request for use of light poles

War Memorial Trustee Chair Norman Albert spoke with the Board of Selectmen regarding the new kitchen at the War Memorial Building that was funded at Town Meeting. Mr. Albert states that he was unaware the War Memorial Building would be considered a business and require an industrial kitchen.

Instead of going back to the Town and Board of Selectmen the War Memorial Trustees would like to hold a fundraiser similar to the Shirley Bicentennial Celebration, where banners would be hung on Town owned light poles from residents honoring past and present veterans for their service.

*Selectmen Cappucci motions to support the attempt to raise funds through the use of the light for the War Memorial Building. Chair Haase seconds. All in favor. Motion Passed.*

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

A. Candidate for Administrative Floater Assistant, Melissa Marcucci

Town Clerk Oelfke spoke regarding his belief in Melissa Marcucci, a candidate that Patrice Garvin, Jennifer Wilson, and he had chosen through an interview process. Oelfke notes that Marcucci's municipal experience will make her an excellent Administrative Floater.

*Selectman Cappucci motioned to appoint Melissa Marucci to the position of Administrative Floater Assistant with a term to expire on 6/30/2018. Chair Haase Seconded. All in favor. Motion Passed.*

B. Candidate for Full Time Dispatcher, Sarah Gambrell

*Selectman Cappucci motioned to appoint Sarah Gambrell to the position of Full Time Dispatcher with a term to expire on 6/30/2018. Chair Haase Seconded. All in favor. Motion Passed*

C. Driveway Permits

*Selectman Cappucci motioned to approve the driveway permit for 6 Nashua Street, contingent upon payment of all taxes and fees owed to the Town. Chair Haase Seconded. All in favor. Motion Passed.*

*Selectman Cappucci motioned to approve the driveway permit for 38 Benjamin Road. Chair Haase Seconded. All in favor. Motion Passed.*

5. Old Business

A. Alternate Electrical Inspector appointment, John Largey

*Selectman Cappucci motioned to appoint John Largey to the position of Alternate Electrical Inspector with a term to expire on 6/30/2018. Chair Haase Seconded. All in favor. Motion Passed*

B. Longley Road Insurance, Conservation Commission – Tabled to 9/11/2017

C. DPW Director Discussion

Chair Haase notes that Foreman Paul Farrar has retired effective 9/8/2017. Chair Haase asks Mr. Cappucci and Mrs. Garvin what they would like to do in terms of someone to run the DPW until a new Department Head can be found.

Mrs. Garvin suggests an Interim Director be appointed from within until they can figure out what to do and take the time to hire the appropriate candidate.

Chair Haase suggests asking Mr. Farrar to stay on as an Interim Director to give the Board of Selectmen more time to figure out the future of the DPW.

Later in the meeting Paul Farrar stated that he is willing to stay on, but is still unhappy with the union contract.

Selectmen Cappucci asked Mr. Farrar if he would be interested in a 1 year contracted non-union position as DPW Director.

Farrar states he is willing to do his best and negotiate a contract.

Chair Haase asked Farrar if he could assist with succession planning during this year to which Farrar agreed.

D. Film Company Contract Center Town Hall - Tabled

E. Employee Evaluations Discussion – Tabled to 9/11/2017

6. Selectmen's Comments and/or Liaison Reports

Selectmen Cappucci noted that the Board of Selectmen went to the High School for their opening today and it was very nice, and wishes the students a great year.

Chair Haase will be attending the Finance Committee meeting on 8/29/2017, and suggests other people pay attention to this to keep track of the Annual Town Budget. Chair Haase would like to implement a quarterly budgetary report to present and place online.

Communication Committee will be meeting on 8/29 to review the new proposed Town Website.

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

8. Public Comments

9. Correspondence

10. Treasury Warrants

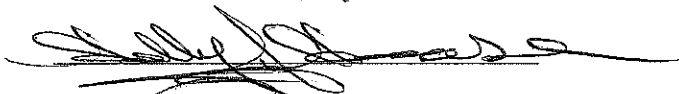
Selectmen Cappucci motions to approve the weekly Town Treasury Warrant as presented. Chair Haase seconds. All in favor, motion passed.

11. Adjournment

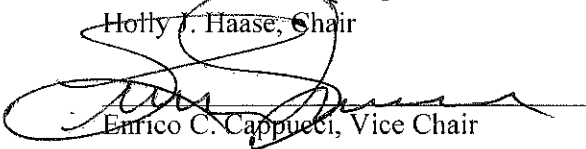
With no further business to discuss, Mr. Cappucci moved to adjourn the meeting at **8:06p.m.** Chair Haase seconded the motion. Unanimously in favor. Motion Passed.

Respectfully submitted,  
Nathan Boudreau, Executive Assistant

Date Accepted: 9/11/17



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.*

	<b>Documents used</b>
<b>1</b>	<b>STM Draft Warrant 8/28/2017</b>
<b>2</b>	<b>Weekly Treasury Warrants</b>