

Town of Shirley
BOARD OF SELECTMEN



7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812

Enrico C. Cappucci, Chair

Holly J. Haase., Vice Chair

James D. Wilson, Clerk

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**BOARD OF SELECTMEN
MINUTES
May 1st, 2017
TOWN OFFICES**

The Board of Selectmen re-convened its meeting in open session on Monday, May 1st 2017 at the Town Offices, Meeting Rooms A & B. Members present were Chair Enrico Cappucci, Holly Haase, James Wilson and Town Administrator Patrice Garvin.

TOWN ADMINISTRATOR REPORT

Town Administrator Patrice Garvin gave her weekly report:

A Meeting with the Moderator and Town Counsel is set for Friday, 5/5/17. At this meeting we will be discussing Town Meeting and the Articles that will be brought to the floor of Town Meeting. This is a meeting we have prior to all Town Meetings so everyone can have a sense of what to expect regarding warrant articles.

The Finance Committee is meeting on Monday, May 1st to review the final warrant and budget. The Finance Committee is making their recommendations on the town meeting warrant articles. Their budget and budget message will be finalized and the warrant will be mailed on Monday, May 8th to residents.

I met with the Ayer's Town Administrator, Ayer-Shirley School Superintendent and Kelly Brown from the Massachusetts Department of Energy to discuss adding the school district to each Town, designating the district as a green community. Adding the district to the Town's would allow the schools to be eligible for green energy grants through the state. This will be an item on one of your upcoming agendas for approval. The school is going to conduct a building assessment to see if there are any projects for the schools they would like to advance forward for grant opportunities.

TREASURY WARRANTS

Selectman Haase moved to accept the treasury warrants as presented this evening. Selectmen Cappucci Seconded. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

Warrant #	Warrant Date	Warrant Type	Warrant Amount				
558	4/26/2017	Payroll Warrant	\$8,410.83				
6121	4/26/2017	Payroll Warrant	\$73,409.32				
9121	4/26/2017	Payroll Warrant	\$18,465.78				
		Total Payroll Warrants	\$100,285.93				
9497	4/15/2017	AP Warrant	\$104,030.00				
9507	2/10/2017	AP Warrant	\$480,329.14				
2437	4/28/2017	AP Warrant	\$295,027.65				
		Total Payable Warrants	\$295,027.65				
		Total Warrants	\$395,313.58				

PUBLIC HEARINGS

I. Continued Tree Hearing, Holden Road

Selectman Wilson moved to open the Public Tree Hearing regarding Holden Road at 7:10. Selectmen Cappucci Seconded. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

Pam Laurens of the Shirley Trails Committee spoke on the need for a safe place to park vehicles at the beginning of the Town’s vast trail system.

Mrs. Eddy spoke about safety and cleanliness concerns on Holden Road with these new parking spots.

DPW Foreman Farrar states that the DPW would put up no overnight parking signs and keep notice of the rubbish and he has already spoken with Acting Chief Santiago about patrolling this property if approved.

Pam Laurens states that this would not be a full-fledged parking lot but instead a leveling of an area where residents already park to pull off the road in the name of safety.

Selectman Wilson moved to close the Public Tree Hearing regarding Holden Road. Selectmen Haase Seconded. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

Selectman Wilson moved to place a no overnight parking sign at this Holden Road location and that the DPW monitor the area for erosion issues. Selectmen Haase Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

Acting Chief Santiago commented that they Shirley Police Department will add this to their list of active conservation properties that they monitor regularly.

OLD BUSINESS

2. Annual Town Meeting Warrant

1. Accept Annual Town Report

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Cappucci Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

2. Prior Year Bills FY 2016

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

3. Supplemental Appropriations FY 2017

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

4. Appropriate Capital Item for FY 2017

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

5. Repurpose of Previous Capital Items

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

6. Accept Salary Classification Plan, FY 2018 Wage Scale

Selectman Haase motioned to hold off on a recommendation until Town Meeting. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

7. Elected Officials Compensation

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

8. Approval to establish SPED Stabilization Account

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

9. Appropriate Omnibus Operating Budget for FY 2018

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

10. Approve Five-Year Capital Improvement Plan

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

11. Appropriate Capital Item(s) for FY 2018

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

12. Possible Debt Exclusion for Ladder Truck, Fire Department

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

13. Appropriate Sewer Commissioner's Budget for FY 2018

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

14. Appropriate Ambulance Department Budget for FY 2018

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

15. Transfer Retained Earnings Curbside Solid Waste/Recycling Budget for FY 2017

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

16. Appropriate Curbside Solid Waste/Recycling Budget for FY 2018

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

17. Re-establish Departmental Revolving Funds

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

18. Additional Property Tax Exemption

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

19. Transfer to the General Stabilization Fund

Selectman Haase motioned to hold off on a recommendation until Town Meeting. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

20. Transfer To the Capital Stabilization Fund

Selectman Haase motioned to hold off on a recommendation until Town Meeting. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

21. Solar tax Agreement, Route 2A

Selectman Haase motioned to recommend favorable action on this warrant article. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

22. Leasing of 21 Rear Patterson Road for Solar Use

Selectman Haase motioned to recommend no action on this article as it is up to the citizens at Town Meeting. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

23. Leasing of 21 Patterson Road for Solar Use

Selectman Haase motioned to recommend no action on this article as it is up to the citizens at Town Meeting. Selectmen Wilson Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

Selectman Wilson motioned to sign and post the warrant minus any grammatical errors found in final review. Selectmen Haase Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

3. Regional Dispatch

There will be a tour of the proposed Regional facility on May 3rd at 5:30

4. Aggregation- Tabled
5. Control Audit Recreation Commission

Auditor Dick Hingston presented his letter to the Board regarding the Control Audit.

Selectmen Cappucci expressed how important recreation and taking care of the children is to him and the entire board.

Recreation Chair Begun thanked Mr. Hingston for his guidance in pointing recreation in a direction to handle the day to day financial matters more effectively.

6. Public Postings - Tabled
7. Granting of License Agreement to Altus - Tabled

NEW BUSINESS

8. Lawton Road, No Commercial Trucks Sign

Town Administrator Garvin states that after numerous complaints Pam Callahan requested information from the MA Department of Transportation regarding the placement of "No Commercial Trucks" signs on Lawton Road. The DOT responded with that they believe it is a Board of Selectmen vote.

Larry Shepard of Lawton Road spoke in regards to that simply putting signs up even with a vote is not enforceable by law and the truckers just ignore them. He suggests petitioning the Department of Transportation.

Selectmen Wilson tells Mr. Shepard that he will speak with Acting Chief Santiago about this issue and will make efforts to hold a speed test on Lawton Road.

9. 911 Grant Authorization

Town Administrator Garvin states that this is a reimbursement grant for training and overtime within.

Selectman Wilson moved the board authorizes the Town Administrator to sign the grant contract. Selectmen Haase Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

10. Owner-Contract Agreement, Main Street Bridge

Town Administrator Garvin announces that the Town has heard from the state and can now enter into contract with the winning proposal to build the Main Street Bridge.

Selectman Wilson moved to conditionally approve the contract pending review from Town Counsel. Selectmen Haase Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

11. Auditors Engagement Letter

Selectman Wilson moved to have Auditor Hingston send a new engagement letter to the Board of Selectmen to be signed. Selectmen Haase Seconds. Enrico C. Cappucci vote Aye. Holly Haase vote Aye. James D. Wilson votes Aye. Motion Passed.

PUBLIC COMMENTS

ANNOUNCEMENTS


Next Meeting 5/8/17 at 7:00pm

ADJOURNMENT

With no further business to discuss, Ms. Haase moved to adjourn the meeting at **9:25p.m.** Mr. Wilson seconded the motion. Unanimous. Motion Passed.

Respectfully submitted,
Nathan Boudreau, Executive Assistant

Date Accepted:


Enrico C. Cappucci, Chair


Holly J. Haase, Vice Chair


James D. Wilson, 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.

	Documents used
1	Town Meeting Warrant
2	Hingston Letter Regarding Recreation Audit
3	Hingston Engagement Letter
4	
5	
6	
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