

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

September 11, 2017

Town Office Building – Planning / Zoning Conference Room

1. Call to Order

The Board of Selectmen convened its meeting in open session on Monday, September 11, 2017 at the Town Offices, Planning Board / ZBA Conference Room. Members present were Chair Holly Haase, Enrico Cappucci and Town Administrator Patrice Garvin.

Chair Haase began the meeting with a moment of silence in memory of those lost in the attacks and aftermath of September 11, 2001.

2. Executive Session

An Executive Session will be held immediately following this meeting for the following reason:

G.L. c. 30A, sec. 21(a)(2) - To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. Specifically to discuss Police and MOU Sick Bank.

3. Announcements

Chair House announced that there will be a Debt Exclusion Election for a ladder truck on 9/12/2017 and that Special Town Meeting will be held on 11/13/2017

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

a. Conservation Commission – Appoint Marie Elwyn Alternate Member

Selectmen Cappucci motioned to appoint Marie Elwyn an Alternate Member of the Shirley Conservation Commission with a term to expire June 30, 2020. Chair Haase seconded the motion. All in favor, motion passed.

b. Conservation Commission – Longley Acres Insurance

Conservation Agent Michael Fleming stated that he is looking for insurance quotes for the Longley Acres property as it is rented out and that is against the policies with the Town of Shirley's insurance provider, MIAA.

Mr. Fleming tells the board he will collect insurance quotes and bring them to an upcoming meeting.

c. Shirley Open Space and Recreation Plan Committee – Report and article for the Special Town Meeting

Patrica Garrigan of the Open Space and Recreation Committee gave a presentation in regards to the Open Space and Recreation Plan in hopes to receive a letter of support from the Shirley Board of Selectmen, and potentially being placed on the Special Town Meeting Warrant for Town Acceptance of the plan. **Presentation Attached*

John O’Keefe asked why the committee is seeking acceptance from Town Meeting before sending the documentation for state approval.

Garrigan stated that they know it does not “have” to go in front of town meeting but the committee would like their work accepted.

Town Administrator Garvin suggested getting State approval before going forward to Town Meeting

Betsy Colburn Mirkovic believes it would probably fare better with Town Meeting’s stamp of approval, but the main objective tonight is to get the Selectmen’s approval. She states that the planning board and conservation have approved the plan.

Selectmen Cappucci motioned to approve the Open Space and Recreation Plan as presented. Chair Haase seconds. All in favor, motion passed.

Selectmen Haase would like more time to look at all of the information regarding this matter and have the OSRPC return on 9/18 to discuss putting this on Special Town Meeting.

5. Town Administrator’s Report

I have asked the Police Chief to write a summary in regards to the Dispatch situation thus far, see attached. We are currently working to hire two more full-time dispatchers, in order to mitigate any potential shift openings. The extra funding from the state is assisting in this effort. I will be reviewing payroll for Dispatch to make sure overtime is being examined.

A representative from Mass DOT came out to examine Burrage Road. As the Board knows there have been ongoing issues in regards to this road. Mass DOT suggested that the Town use some of its Chapter 90 monies survey the Road. We have spoken to the parties involved and they seem amenable to resolving the issue. I will update the Board as this issue progresses.

I have attached an update regarding the Main Street Bridge. To summarize NEI is awaiting quotes from vendors for additional work, which was unexpected during construction. NEI will be sending us a revised schedule and I will forward it to the Board.

I have attached an update from GridSmart on Aggregation, see attached. This unfortunately has been held up in the state. It may be time to reach out to our local reps to move this along.

Attached is our Chapter 90 funding for FY2018, see attached. To give the residents an update the Town just submitted paperwork to repave Lawton Road. This Road will hopefully be repaved in the next month; we are working with the pavers to get on their schedule.

Finally, I am working with Gridsmart to submit our Annual Report for Green Communities. Once completed I would like to go for a grant for an Electric Car. This car could be used by the Building Inspector and Facilities Coordinator. I will update the Board as this grant progresses.

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

A. Driveway Permits

Selectman Cappucci motioned to approve the driveway permit for 9 Harvard Road. Chair Haase Seconded. All in favor. Motion Passed.

Selectman Cappucci motioned to approve the driveway permit for 24 Shaker Road. Chair Haase Seconded. All in favor. Motion Passed.

Selectman Cappucci motioned to approve the driveway permit for 93 Hazen Road. Chair Haase Seconded. All in favor. Motion Passed.

Selectman Cappucci motioned to approve the driveway permit for 98 Hazen Road contingent upon Treasurer Collectors Approval. Chair Haase Seconded. All in favor. Motion Passed.

B. Appointment of Michael Keane, Back Up Van Driver

Selectmen Cappucci motioned to appoint Michael Keane to the position of Back up Van Driver with a term to expire June 30, 2018. Chair Haase seconded the motion. All in favor, motion passed.

C. Appointment of Full Time Dispatcher – TABLED

D. Montachusett Regional Planning Commission Letter of Support

7. Old Business

A. Revote Movie Contract for Center Town Hall

Town Administrator Garvin states that the office has been calling every day trying to get a new contract and the monies.

Chair Haase notes that she is unhappy with how this whole ordeal has played out, and would like monies up front if the Town chooses to do this again.

B. Special Town Meeting Warrant, Draft Review

Town Administrator Garvin reviewed the Draft STM Warrant **as attached*

C. DPW – Director Discussion

Town Administrator Garvin states that she has been speaking with local DPW Directors to consider taking the role of interim director to get the Town through the winter and this person would also be able to give an opinion on who should be the new foreman come spring.

Selectmen Cappucci stated that he likes that plan.

Garvin also suggests a detailed management and paving plan, which both selectmen agreed.

8. Selectmen's Comments and/or Liaison Reports

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

Selectmen Cappucci motions to appoint Kathie Bradley to the position of Election Warden with a term to expire 6/30/2017. Chair Haase seconds. All in favor, motion passed.

10. Public Comments

Betsy Colburn Mirkovic asked about the Conservation Assistant's monies being moved from the approve \$5,000.00 at Town Meeting to the money going into an Administrative Floater.

Town Administrator Garvin states that this became an issue in union negotiations and would be funded in FY19 as a protected union position.

Colburn Mirkovic also points to massive issues at the Apple Orchard Development that will be publically heard next week.

Recreation Chair Keith Begun requested an additional key for uniform access

Selectmen Cappucci motions to issue an additional key to the recreation commission for uniform access. Chair Haase seconds. All in favor, motion passed.

Betsy Colburn Mirkovic suggests looking at the key policy as it is an issue for all of the boards and committee's not just Recreation.

Selectmen Haase notes that there is an ongoing process to look over and virtualize the policies.

11. Correspondence

12. Minutes

Selectmen Cappucci moved to approve the minutes of the July 17th 2017, July 27th 2017, August 7th 2017, August 21st 2017, and August 28th 2017 meetings of the Shirley Board of Selectmen as presented. Chair Haase seconds. All in favor. Motion Passed.

13. Treasury Warrants

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

14. Adjournment

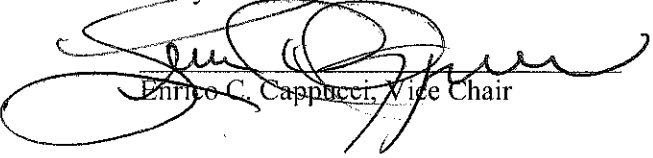
With no further business to discuss, Mr. Cappucci moved to adjourn the meeting at **8:20p.m.** Chair Haase seconded the motion. Unanimously in favor. Motion Passed.

Respectfully submitted,
Nathan Boudreau, Executive Assistant

Date Accepted: 10/2/17



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) Presentation by Shirley Open Space and Recreation Planning Committee*
- 2) STM Warrant Draft*
- 3) MRPC Letter of Support*