



TOWN of WAREHAM

Board of Selectmen/Sewer Commissioners

Meeting Agenda

7:00 PM – Wareham Multi-Service Center, Room 320, 48 Marion Road, Wareham Massachusetts

1. **CALL TO ORDER BY CHAIRMAN**
2. **ROLL CALL**
3. **ANNOUNCEMENTS**
4. **CITIZENS PARTICIPATION**
5. **DISCUSSION RE. WESTFIELD**
6. **TOWN COUNSEL UPDATE**
7. **CEDA UPDATE**
8. **CONSENT AGENDA**
 - a. Authorization to sign bills and documents, etc.
 - b. Interviews/Appointments to Board of Road Commissioners, Appointment to the Council on Aging.
 - c. CDM Bills
 - (i) Cromesett Park and Oakdale Sewers – Contract No. 2 – partial payment no. 13 for work completed from June 1, 2011 to June 30, 2011.
 - (ii) CDM Construction Services field invoice no. 11 for \$11,350.62.
 - (iii) Linwood/Ladd, Tempest Knob & Parkwood beach sewers – invoice no. 15 for \$1,380.39.
 - (iv) CDM Construction Services office invoice no. 11 for \$10,081.40.
 - d. Approval of Regular meeting minutes of: March 1, 2011; March 15, 2011, Special meeting minutes of August 17, 2011.
9. **LICENSES & PERMITS**
 - a. Request for use of Onset Bluffs for the Annual Airborne Reunion to be held on September 11, 2011 @ 2:00 p.m.
 - b. Application from the Wareham Fire Department, c/o Captain Dykas for use of town roads to hold a Fire Truck parade on Sunday, October 16, 2011 at

11:00 a.m. beginning at Besse Park and finishing at the Main Street Fire Station.

- c. Application from the Wareham Middle School, for the use of town roads to hold their annual Readers Become Leaders 5k Race and Walk on Sunday, October 16, 2011.
- d. Application from Gateway Gold & Pawn, Inc., 298 Main Street, Wareham for change business from individual to corporation.

10. TOWN ADMINISTRATOR'S REPORT

- a. Leadership Team.
- b. Onset cape Verdean Festival 2011.
- c. Remembrance 2011 Never Forget.
- d. Emergency Disaster Preparedness Planning Meeting.

Status Report of ongoing issues/projects.

11. TOWN BUSINESS

- a. Ross Perry, SRPEDD – Regional 911 study.
- b. DHCD – approval of FY2011 CDBG Mini Entitlement.
- c. NSTAR – Easement – 72 Sandwich Road.
- d. Discussion re. 2 Beach Street, Ext.
- e. Any other town business.

12. SEWER BUSINESS

- a. Any other sewer business.

13. LIAISON REPORTS

14. ADJOURNMENT

15. SIGNING OF DOCUMENTS APPROVED BY THE BOARD

MINUTES OF MEETING OF SELECTMEN/SEWER COMMISSIONERS

Date of Meeting: August 23, 2011
Date of Transcription: November 10, 2011
Transcribed by: Rebecca Benitez-Figueroa

1. CALL MEETING TO ORDER BY CHAIRMAN

2. ROLL CALL

Selectmen Present: Walter B. Cruz, Sr., Chairman
Stephen M. Holmes, Clerk
Cara A. Winslow (arrived at 7:05 p.m.)
Ellen M. Begley
J. Michael Schneider (absent)

Also present: Mark J. Andrews, Town Administrator

3. ANNOUNCEMENTS

September 11, 2011 – Remembrance Night will be held in Onset beginning with a parade at 6:00 p.m. in Onset.

2nd Annual Cruise for Mary Jane Pillsbury Scholarship Fund to be held in Onset. Tickets are \$30.00 for a 3 hour cruise.

Joshua Tree fundraiser for the Hailey Pease family will be held at Piper Beau's on Friday evening. Tickets are \$10.00 per person

4. CITIZENS PARTICIPATION

Gerald Barrows informed the Board that there are times when the Chairman cannot be heard because of his microphone being turned away.

David Willis still waiting to be placed on the Agenda. He would like to know when he will be placed on a future agenda. Chairman Cruz stressed Mr. Willis to continue to meet with the leadership team meeting.

Sandy Slavin for Community Preservation announced that there will be a question and answer meeting on Wednesday night at 6:30 p.m. – 7:30 p.m. for the public at the Town Hall auditorium.

Gentleman from Onset spoke on the litter problem, especially dealing with road kill being left for days.

Gentleman wanted a status on Selectman Schneider absence and also wanted to know if the procurement office, town administrator and town accountant is the same person. Chairman Cruz stated that he had no comment regarding Selectman Schneider and Mr. Andrews invited

SELECTMEN/SEWER COMMISSIONERS MEETING - 8-23-11 (CONT'D)

the gentleman to come to Town Hall on Thursdays when he is available to meet with members of the public during his open door policy.

5. DISCUSSION RE. WESTFIELD

Mr. Andrews informed the Board that he would be meeting with the Westfield committee and its chairman about discussing an extension for submission of bids for the project. Only 1 bidder attended the pre-bid conference.

MOTION: Selectman Holmes moved to extend the filing deadline for bids on the Westfield project to November 10, 2011. Selectman Begley seconded.

VOTE: 3-1-0 (Selectman Winslow opposed)

MOTION: Selectman Holmes moved to extend the terms of all Westfield RFP Committee members to a term to expire December 31, 2011. Selectman Begley seconded.

VOTE: 3-1-0 (Selectman Winslow opposed)

6. TOWN COUNSEL UPDATE

Present before the Board: Rich Bowen, Town Counsel

Selectman Holmes raised his concerns about the cost of the Town Counsel's contract and supported the contract and the services being rendered to the Town since the signing of the contract. The issues on zoning and employment have not been resolved in a timely fashion. Selectman Holmes would like to know what can be done between the Selectmen and Mr. Bowen to improve the process. Selectman Winslow echoed some of Selectman Holmes' concerns.

Mr. Bowen expressed his opinion in that he is fulfilling the provisions of the contract by being at Town Hall regularly. He has been at Town Hall at least weekly as opposed to twice a month per contract. Mr. Bowen continued to address the concerns of the Board.

MOTION: Selectman Holmes moved for a 5 minute recess. Selectman Winslow seconded.

VOTE: 4-0-0 (Unanimous)

Note: 5 minute recess held.

7. CEDA UPDATE

Present before the Board: Peter Sanborn, acting CEDA Director

Mr. Sanborn edified the Board of progress that has been made since he assumed the position of acting director. He also presented an update on grants and projects completed or ongoing. Discussion ensued. Selectman Holmes raised the issue of authority over CEDA. Only administrative day-to-day oversight of CEDA was delegated to the Town Administrator at a previous meeting. Brief discussion continued.

MOTION: Selectman Winslow moved that the existing job description of the CEDA director be given to the chairman of the CEDA for distribution to the other board members for recommended revisions to the job description. The recommendations to be turned into the Selectmen's office no later Thursday at 12 noon on October 6, 2011 to be placed on the Selectmen's Agenda for discussion on October 11, 2011. Selectman Holmes seconded.

SELECTMEN/SEWER COMMISSIONERS MEETING - 8-23-11 (CONT'D)

VOTE: 4-0-0 (Unanimous)

Discussion continued regarding the Board of Selectmen's authority over CEDA. Selectman Holmes wants to establish that the Board retains the State recognition as the authority over CEDA.

MOTION: Selectman Holmes moved the Wareham Board of Selectmen authorize the Town Administrator to supervise the day-to-day activities within the CEDA office in terms of their staffing. Selectman Winslow seconded.

VOTE: 4-0-0 (Unanimous)

CONSENT AGENDA

- a. Authorization to sign bills and documents, etc.
- b. Interviews/Appointments to Board of Road Commissioners, Appointment to the Council on Aging.

The Board of Road Commissioners established by Town Meeting to consist of seven members consisting of 7 voting members: Chief of Police, Town Planner and Director of Municipal Maintenance will be ex officio members. The Board of Selectmen to appoint the remaining 4 members.

Present before the Board: Sara Forrest, applicant for Road Commissioner

Ms. Forrest stated her reason for wanting to serve on the Board. Brief discussion ensued.

Present before the Board: Karen Finnegan, applicant for Road Commissioner

Ms. Finnegan expressed her desire and reason for applying for Road Commission. Brief discussion ensued.

Present before the Board: Joseph Cardoza, applicant for Road Commissioner

Mr. Cardoza expressed his desire to serve as a Road Commissioner and cited his 45 years experience in road construction and education in road construction. Brief discussion ensued.

Present before the Board: Peter Williamson, applicant for Road Commissioner

Mr. Williamson stated his desire to serve as a Road Commissioner. He briefly presented his background. Brief discussion ensued.

MOTION: Selectman Holmes moved for the meeting to continue beyond 10:00 p.m. to 10:30 p.m. Selectman Winslow seconded.

VOTE: 4-0-0 (Unanimous)

Note: Chairman Cruz left the meeting room.

MOTION: Selectman Begley moved to appoint Lynne Burroughs as a full member to the Council of Aging to a term to expire no later than June 30, 2013. Selectman Winslow seconded for purpose of discussion.

Discussion ensued.

Note: Chairman Cruz returned to the meeting room.

SELECTMEN/SEWER COMMISSIONERS MEETING - 8-23-11 (CONT'D)

Motion and seconded withdrawn.

Consensus is that the position will be advertised and placed on a future agenda for appointment

c. CDM Bills

- (i) Cromesett Park and Oakdale Sewers – Contract No. 2 – partial payment no. 13 for work completed from June 1, 2011 to June 30, 2011.

MOTION: Selectman Holmes moved to authorize payment of Sewerage Works Improvements – Cromesett Park and Oakdale Sewers, Contract No. 2, Invoice No. 13 for work completed from June 1, 2011 to June 30, 2011 to CDM in the amount of \$716,337.11. Selectman Begley seconded.

VOTE: 3-0-0 (Unanimous)

- (ii) CDM Construction Services field invoice no. 11 for \$11,350.62.

MOTION: Selectman Holmes moved to authorize payment of Sewerage Works Improvements – Cromesett Park and Oakdale Sewers, Contract No. 2, Invoice No. 11 for Construction Services from May 22, 2011 through June 25, 2011 to CDM in the amount of \$11,350.62. Selectman Begley seconded.

VOTE: 3-0-0 (Unanimous)

- (iii) Linwood/Ladd, Tempest Knob & Parkwood beach sewers – invoice no. 15 for \$1,380.39.

MOTION: Selectman Holmes moved to authorize payment of Sewerage Works Improvements – Linwood/Ladd, Tempest Knob and Parkwood Beach Sewers, Contract No. 1, Invoice No. 15 for Construction Services from May 22, 2011 to June 25, 2011 in the amount of \$1,380.39. Selectman Begley seconded.

VOTE: 3-0-0 (Unanimous)

- (iv) CDM Construction Services office invoice no. 11 for \$10,081.40.

MOTION: Selectman Holmes moved to authorize payment of Sewerage Works Improvements – Cromesett Park and Oakdale Sewers, Contract No. 2, Invoice No. 11 for Construction Services from May 22, 2011 through June 25, 2011 to CDM in the amount of \$10,081.40. Selectman Begley seconded

VOTE: 3-0-0 (Unanimous)

- d. Approval of Regular meeting minutes of: March 1, 2011 and March 15, 2011 **–no action taken. Held for future meeting**

Special meeting minutes of August 17, 2011. **no action needed as there was not a quorum – meeting minutes to be kept on file.**

II. LICENSES & PERMITS

- a. Request for use of Onset Bluffs for the Annual Airborne Reunion to be held on September 11, 2011 @ 2:00 p.m.

SELECTMEN/SEWER COMMISSIONERS MEETING - 8-23-11 (CONT'D)

MOTION: Selectman Holmes moved to approve the use of Onset Bluffs for the Annual Airborne Reunion to be held on September 11, 2011 @ 2:00 p.m.
Selectman Winslow seconded.

VOTE: 4-0-0 (Unanimous)

- b. Application from the Wareham Fire Department, c/o Captain Dykas for use of town roads to hold a Fire Truck parade on Sunday, October 16, 2011 at 11:00 a.m. beginning at Besse Park and finishing at the Main Street Fire Station.

MOTION: Selectman Holmes moved to approve the application Application from the Wareham Fire Department, c/o Captain Dykas for use of town roads to hold a Fire Truck parade on Sunday, October 16, 2011 at 11:00 a.m. beginning at Besse Park and finishing at the Main Street Fire Station.
Selectman Winslow seconded.

VOTE: 4-0-0 (Unanimous)

- c. Application from the Wareham Middle School, for the use of town roads to hold their annual Readers Become Leaders 5k Race and Walk on Sunday, October 16, 2011.

MOTION: Selectman Holmes moved to approve the application from the Wareham Middle School, for the use of town roads to hold their annual Readers Become Leaders 5k Race and Walk on Sunday, October 16, 2011.
Selectman Winslow seconded.

VOTE: 4-0-0 (Unanimous)

- d. Application from Gateway Gold & Pawn, Inc., 298 Main Street, Wareham for change business from individual to corporation.

MOTION: Selectman Holmes moved to approve the application of Gateway Gold & Pawn, Inc., 298 Main Street, Wareham, MA for change of business from an individual to corporation. Selectman Winslow seconded for purpose of discussion.

VOTE: 4-0-0 (Unanimous)

10. TOWN ADMINISTRATOR'S REPORT – (no report given)

- a. Leadership Team.
 - b. Onset cape Verdean Festival 2011.
 - c. Remembrance 2011 Never Forget.
 - d. Emergency Disaster Preparedness Planning Meeting.
- Status Report of ongoing issues/projects.

11. TOWN BUSINESS

- a. Ross Perry, SRPEDD – Regional 911 study.

Present before the Board: Ross Perry, SRPEDD

SELECTMEN/SEWER COMMISSIONERS MEETING - 8-23-11 (CONT'D)

Mr. Ross gave a report of the regional 911 study regarding the potential possibility of consolidation of regional dispatching. The recommendation for of the study is to form a Regional Administration Agency to coordinate regional activities, e.g. (1) regional training, (2) regional trunk radio system, (3) regional CAD system, (4) Master Street Address Guide/Automatic Location Index. Discussion ensued.

MOTION: Selectman Holmes moved to extend the Selectmen's meeting beyond 10:30 pm. To 11:00 p.m. for the purpose to authorize payment of bills. Selectman Begley seconded.

VOTE: 4-0-0 (Unanimous)

Note: Selectman Winslow left the meeting.

b. DHCD – approval of FY2011 CDBG Mini Entitlement.

Present before the Board: Peter Sanborn, CEDA acting director

Mr. Sanborn seeking authorization for the chairman of Board of Selectmen to sign for the acceptance of the Mini Entitlement.

MOTION: Selectman Holmes moved the authorize the Chairman of the Board of Selectman to sign the acceptance of FY2011 CDBG Mini Entitlement. Selectman Begley seconded.

VOTE: 3-0-0 (Unanimous)

c. NSTAR – Easement – 72 Sandwich Road.

MOTION: Selectman Holmes moved to grant to NSTAR Electric Company and Verizon New England, Inc. an easement at 72 Sandwich Road, Wareham, MA and authorize the Board of sign the easement in the presence of a notary public. Selectman Begley seconded.

VOTE: 3-0-0 (Unanimous)

d. Discussion re. 2 Beach Street, Ext. (none)

e. Any other town business.

12. SEWER BUSINESS

a. Any other sewer business.

13. LIAISON REPORTS

14. ADJOURNMENT

MOTION: Selectman Holmes moved to adjourn the meeting. Selectman Begley seconded.

VOTE: 3-0-0 (Unanimous)

15. SIGNING OF DOCUMENTS APPROVED BY THE BOARD

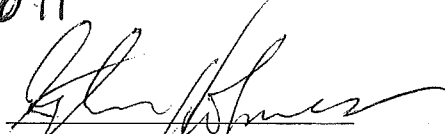
SELECTMEN/SEWER COMMISSIONERS MEETING - 8-23-11 (CONT'D)

Respectfully submitted
Rebecca Benitez-Figueroa
Transcriptionist

The foregoing minutes were submitted to the Board of Selectmen/Sewer Commissioners on:

12-8-11

Attest:


Stephen M. Holmes, Clerk

Date Signed: 12-8-11

Date sent to the Town Clerk: 12-9-11

