

## **MINUTES OF MEETING OF SELECTMEN/SEWER COMMISSIONERS**

Date of Meeting: November 1, 2011  
Date of Transcription: November 3, 2011  
Transcribed by: Janet Wilson

### **1. CALL MEETING TO ORDER BY CHAIRMAN**

Chairman Cruz called the meeting to order at 7:00 pm

### **2. ROLL CALL**

Selectmen Present: Walter B. Cruz, Sr., Chairman  
Stephen M. Holmes, Clerk  
Cara A. Winslow, Absent  
Ellen M. Begley  
J. Michael Schneider

Also present: Mark J. Andrews, Town Administrator

### **3. ANNOUNCEMENT**

Selectman Holmes read a list of vacancies on boards, committees & commissions.

On December 14<sup>th</sup> the Wareham Friends of the Elderly will be having their Christmas Party at noon and cost for the tickets are \$10 each.

Elvis will be performing On November 19<sup>th</sup> at 8:00 pm at the Wareham Elks hosted by the Friends of the Elderly. Cost for tickets are \$10 each.

The Wareham Veterans Day Parade will be held on November 11<sup>th</sup>. The parade will assemble at 10:00 a.m. and step off at 10:30 a.m. followed by a brief ceremony and also a potluck luncheon will be served.

The Boys and Girls Club will be holding a Steak and Burger dinner to be held on November 14<sup>th</sup> at the Century House in Acushnet. Tickets are on sale and are \$35.00 per person.

The First Congregational Church will be having its Harvest & Holly fair on November 19<sup>th</sup> from 9 a.m. – 2 p.m. at the Roland Thatcher Hall on Gibbs Ave.

The Wareham Free Library will be having on November 8<sup>th</sup> at 1:30 pm a series of discussions on history and art. Contact Denise Medeiros for more details.

SELECTMEN/SEWER COMMISSIONERS MEETING - 11-1-11 (CONT'D)

On November 3<sup>rd</sup> from 5:30-7:00 pm the Boys and Girls club will be honoring Dick Wheeler.

Coastal Orthodontics located in the Wareham Crossing will be accepting any extra Halloween Candy until November 21<sup>st</sup> and the candy collected will be sent over to our troops.

The Community Baptist Church will be having a backpack ministry at their church located on Front Street in Marion. For the past three years they have packed the backpack with toiletry items. Donations will be accepted until November 13<sup>th</sup>.

**4. CITIZENS PARTICIPATION**

Present before the board: Jay Heard, WCTV

Mr. Heard stated that a contract has been delivered to Mr. Andrews and he was hoping the board could look at it and get it back to them. He stated that this has been years in the making and asked if they had set a date yet? Chairman Cruz stated that they will most likely discuss this at their next meeting and after that and they would like to form a committee to look at it. Mr. Heard said that this should have been signed years ago.

**5. DISCUSSION RE: WESTFIELD**

Present before the board: Peter Sanborn, CEDA Director

Mr. Sanborn stated that the deadline is November 10<sup>th</sup> and stated he was before the board to recommend that the board do a further extension for the response time. He asked that it be extended to the later part of December or early January. The level of interest and response is less than what they had hoped. Recently they have been investigating why that is and it's largely comes down to the current economic and financial climate. He said they have done outreach to the five that proposed back in 2009 to gauge their level of interest. Mr. Sanborn has also been in contact with other prospective developers and said that packets have been sent to over 100 developers. Some discussion ensued.

**MOTION:** Selectman Holmes moved to not extend the deadline on the proposal form RFP. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Holmes asked that Mr. Heaney the Chairman of the Westfield Study Committee be invited to attend a meeting on November 15<sup>th</sup> at 6:00 p.m. Selectman Schneider seconded.

**VOTE: 5-0-0 (Unanimous)**

**6. VETERANS DAY PROCLAMATION**

SELECTMEN/SEWER COMMISSIONERS MEETING - 11-1-11 (CONT'D)

Selectman Holmes read the Veterans Day Proclamation. Both Ted DuMoulin and James Newman spoke after the proclamation was read.

**7. CONSENT AGENDA**

- a. Authorization to sign bills and documents, etc.
- b. Authorization to approve and sign the legal bills, Invoice #6960 dated 10/20/11

**MOTION:** Selectman Holmes moved to approve payment of invoice 6960 from Blatman, Bobrowski & Mead in the amount of \$15,000. Selectman Begley seconded.

**VOTE: 5-0-0 (Unanimous)**

- c. Approval of regular session meeting minutes: February 8, 2011, February 15, 2011, August 24, 2011 and October 11, 2011 (tabled from 10/25/11).

**MOTION:** Selectman Winslow moved to approve the meeting minutes of February 8, 2011. Selectman Cruz seconded out of necessity.

**VOTE: 2-0-3 (Selectman Begley, Schneider & Holmes abstained)**

**MOTION:** Selectman Holmes moved to approve the meeting minutes of February 15, 2011. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Holmes moved to approve the meeting minutes of August 24, 2010. Selectman Cruz seconded out of necessity.

**VOTE: 2-0-3 (Selectman Begley, Schneider & Holmes abstained)**

**MOTION:** Selectman Holmes moved to approve the meeting minutes of October 11, 2011 with the insertion of policy 11-02 replacing 88-02 and 05-02. Selectman Schneider seconded.

**VOTE: 5-0-0 (Unanimous)**

- d. Appointment to the Massachusetts Metropolitan Planning Organization (SRPEDD).

Selectman Begley stated that she would put her name forward for this appointment.

**8. LICENSES & PERMITS**

(None)

**9. TOWN ADMINISTRATOR'S REPORT**

**LEADERSHIP TEAM UPDATE**

Mr. Andrews first wanted to update the board on the status of hiring a Town Accountant. He stated that the search committee has looked at two phases

SELECTMEN/SEWER COMMISSIONERS MEETING - 11-1-11 (CONT'D)

going back to the summertime and stated that he stands corrected and that the prior precedence that they had for use of Chapter 30B, Section 4 & 6 respectfully do rely upon request for quotations. He said that in the first phase the two candidates had accepted positions in the private sector. In the second phase the proposal they did solicit requests for quotations and went on to say that we are in a critical time with respect to tax billing season. Mr. Andrews provided the board with quotation for services from three vendors that have come forward with a proposal. Mr. Andrews stated that the two of the vendors have declined. Mr. Andrews stated that he is recommending Bay state Municipal Accounting Group. Selectman Winslow feels this is a great idea. Selectman Schneider feels this would get us on the right track and supports this. Selectman Begley stated that as part of the committee this was first met with some resistance. She said that they had very few applicants with municipal experience and many towns in the commonwealth are functioning without a municipal accountant and said she was in support as well. Selectman Holmes asked if there was a contract that needed to be signed? Mr. Andrews stated that he wanted to bring in the report on the quotations and on the last page of the proposal is the contract because they are stating what they would do for \$24,500. The board could sign that and it would be sufficient or the board could authorize Mr. Andrews to move forward with a contract that meets with their approval first thing in the morning. Selectman Winslow stated that the request for quotation is the contract as long as the proposal meets the specs in the RFQ. At this point Attorney Rich Bowen came before the board and stated that Selectman Winslow is correct and if they wish to expedite matters they could delegate authority to the Town Administrator to sign a contract that consists of the RFQ, the vendor's response and additional clauses that he would add for example: certifications regarding payment of taxes and workers compensation, things that are required by law.

**MOTION:** Selectman Winslow moved that the board direct Town Counsel to draft a contract between the Town of Wareham and Bay State Municipal Accounting Group Inc. as follows: The Contract shall contain all general boiler plate language of this type of contractual relationship as well as from the Town of Wareham quotation for financial services bullet number 3 scope of services bullet 4 minimum qualifications as well as the response dated October 28, 2011 from Mr. Justin Cole, Phase I with the tweaking of any dates necessary. Selectman Begley seconded for discussion. Selectman Schneider wasn't sure if it was clear if there was an authorization in the motion to have the Town Administrator sign once Town Counsel has put together the document? Selectman Winslow amended her motion to include that once the document is crafted and approved by Town Counsel and there are no objections by the Board of Selectmen by the end of business Wednesday November 2<sup>nd</sup> then the Town Administrator shall sign the contract. Selectman Schneider seconded

**VOTE: 5-0-0 (Unanimous)**

## SELECTMEN/SEWER COMMISSIONERS MEETING - 11-1-11 (CONT'D)

Some discussion ensued on the emailing of the document between selectmen. Attorney Bowen stated that the Board could designate Selectman Holmes

**MOTION:** Selectman Schneider move to designate Selectman Holmes to work with Town Counsel on the contract with Bay State Municipal Accounting Group. Selectman Winslow seconded.

**VOTE: 4-0-1 (Selectman Holmes abstained)**

### **FEDERAL TRANSPORTATION PROGRAMS & CDBG UPDATE**

On Wednesday, October 5, 2011, Mr. Andrews communicated with Senators John Kerry, Senator Scott Brown and Representative Barney Frank about calling on Congress to protect federal funding for a myriad of important programs to the Town of Wareham. This SAFETEA-LU federally funded transportation programs and our Community Development Block Grants. Additionally, he was concerned about the potential impact of the Federal Budget Control Act and the new "Super Committee" process. The so-called, Super Committee is working to report a proposal by November 23, 2011, or if Congress fails to pass it by December 23, 2011 an automatic \$1.2 trillion in automatic spending cuts. These potential cuts could adversely impact the Town of Wareham.

### **MASSACHUSETTS MUNICIPAL MANAGER ASSOCIATION - UPDATE**

On Thursday, October 20, 2011, The MMMA met at A.D. Makepeace, Tihonet Village from 9:00 a.m. – 2:00 p.m. This was a monthly meeting of the MMMA, which included an address from Mr. Geoff Beckwith, Executive Director of the Massachusetts Municipal Association. A tour of A.D. Makepeace's cranberry bogs followed the meeting.

### **WAREHAM'S BRIGHTSIDE UPDATE**

Present before the board: Garry Buckminster  
Mr. Buckminster was before the board with a power point presentation and stated that he did get in touch with the trash agency that manages Wareham, Marion and Carver and asked if it was a possibility that they could fund some receptacles. He spoke about the replacement of the old barrels at some of the locations in Onset and on Tempest Knob Boat Ramp and Besse Park.

### **HIGH SCHOOL CODE CLUB CLEAN-UP**

On Saturday, October 22, 2011, the Wareham High School "Code Club" organized a clean up of our park in Shangri-La. Mr. Andrews worked with Ms. Lisa Ohman, Ms. Kim Scott and Mark Gifford to mobilize nine (9) student volunteers to rake leaves and brush, sweep and paint assets in the Shangri-La park. The clean up was from 9:00 a.m. to 2:00 p.m. Mr. Andrews wants to

SELECTMEN/SEWER COMMISSIONERS MEETING - 11-1-11 (CONT'D)

thank Ms. Ohman and Ms. Scott for their careful coordination and the student volunteers for their hard work.

Selectman Holmes asked if Mr. Andrews could put on his report who the consultants are and what department they are working in. He also said a couple of months ago he along with Mr. Burke and Ms. Miller interviewed some outstanding candidates and wanted to know why we are still paying a consultant in the building department? Mr. Andrews asked for him what precisely he was looking for and stated there isn't a consultant in the building department there is an acting local building inspector. He went on to say that he is serving the town well and is working on a day-to-day basis to make the office function. He said he is currently checking on the background information on the finalist sent to him and he will make the appointment when he's comfortable. Selectman Holmes stated that an interim is a consultant as far as he was concerned. He went on to say that the three spent a lot of their time interviewing these very qualified applicants and said that he would like to see a town employee hired.

**10. TOWN BUSINESS**

a. Discussion with Digital Credit Union re: Bay Pointe Right of 1<sup>st</sup> refusal.

Present before the board: Mark Harriman

Mr. Harriman stated that they have a letter of intent signed for some time and expected to sign a P&S this week.

**MOTION:** Selectman Begley moved that the Board of Selectman waive their right of first refusal for Bay Pointe. Selectman Schneider seconded.

**VOTE: 3-1-1 (Selectman Holmes opposed & Winslow abstained)**

b. Transportation issues

Selectman Begley asked if the board would support an RFP committee for school buses? Selectman Winslow stated that she agrees this is an issue that needs to be addressed and that some type of committee is needed with this issue and break it down. Chairman Cruz said that he will be having a meeting on Thursday with the Superintendent of Schools, Chairman of the School Committee, Chairman of the Finance Committee and the Town Administrator. He stated that he would be able to come back to the board with more information after that meeting. Selectman Schneider stated that there are issues with the school buses and the Town gives the school dept almost \$1.4 million to run the school buses. He stated that he has not seen any numbers at what it costs to run the transportation department. Selectman Holmes stated that nobody has answered the question whether it's better to lease the buses out to a private company and let them service the town or to continue to do what they are doing. Selectman Begley stated that she would like the committee to consist of member of the Board of Selectmen, member of School

SELECTMEN/SEWER COMMISSIONERS MEETING - 11-1-11 (CONT'D)

Committee, member of the Finance Committee, member of the Capital Planning Committee along with three citizen at large members. She would also like the Town Administrator and Superintendent of Schools as ex-officio members.

c. CEDA – Approval of contracts for social service programs

**MOTION:** Selectman Holmes moved to accept the recommendations from CEDA for social service program for FY11 grant #00079 with the commence date for these programs as December 1, 2011 as follows Boys & Girls Club power hour, Domestic Violence (high point treatment center), Wareham Library (Reading partners program) Gatra Supplemental Transportation Programs. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

d. Discussion re: Board's meetings for November and December  
The board will be having meetings on November 8<sup>th</sup> 15<sup>th</sup> & 22<sup>nd</sup> and December 6<sup>th</sup>, 13<sup>th</sup> & 20<sup>th</sup>. They will also be having a meeting on January 10, 2012.

e. Any town business

**11. SEWER BUSINESS**

Sewer abatements:

(1) Account # 738196, Beverly Hallahan, Map 130, Lot 1012, 3040 Cranberry Highway for \$198.68 and (2) Account # 736644, Beverly Hallahan, Map 8, lot 1009, 3132 Cranberry Highway for \$1490.00.

**MOTION:** Selectman Winslow moved to put the abatement requests from Beverly Hallahan notated on our agenda dated November 1, 2011 under sewer business a items 1 & 2 on hold and to have the board create a policy at it's earliest opportunity addressing the sewer abatements for properties that have multiple users on one main. Selectman Schneider seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Holmes moved to approve abatement request # 739003, Guy Marino, Map 7A-1, Lot 15, 3147 Cranberry Highway for \$298.00. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Holmes moved to put on hold abatement request # 767427 & 739708 subject to the sewer commisoners adopting a policy, Guy Marino, Map 7A-1, Lot 1, 3147 Cranberry Highway for \$596.00. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

SELECTMEN/SEWER COMMISSIONERS MEETING - 11-1-11 (CONT'D)

**MOTION:** Selectman Holmes moved to approve abatement request # 736367, Deborah Alfonso, Map 3, Lot 197B, 6 Prospect Street for \$298.00. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Homes moved to place on hold account # 738992, Diane Carnes, Map 7A-01, Lot 1, 3162 Cranberry Highway. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Winslow moved to go beyond the hour of 10:00 p.m. Selectman Holmes seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Holmes moved to approve abatement request #792382, Arthur Cabral, Map 53, Lot 155, 31 Washington Drive for \$598.00 and delete the account. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Holmes moved to approve abatement request # 792389, Alicia Mello, Map 58, Lot B8, 10 Winslow Lane for \$598.00 and delete the account. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Holmes moved to approve abatement request # 792169, Jennifer Walter, Map 78-2, Lot 131, 10 Canedy Street for \$99.34. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Holmes moved to place on hold abatement request # 735691 pending the board adopting a policy, Mary Cherella, Map 1, Lot 1032, 1 West Blvd for \$298.00. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**MOTION:** Selectman Holmes to approve abatement request # 738220, Michael Hadley, Map 131, Lot 1034, 3104 Cranberry Highway for \$248.35. Selectman Winslow seconded.

**VOTE: 5-0-0 (Unanimous)**

**12. LIAISON REPORTS**

Selectman Winslow stated that America Recycles Day is November 15, 2011 and to celebrate the Recycling Center will be open from 12:00 p.m – 3:00 p.m. there will be prizes and a raffle.

Selectman Holmes said that Wareham Varsity Girls Volleyball team has made the playoffs. The first game will be held on Friday night.

**13. ADJOURNMENT**



SELECTMEN/SEWER COMMISSIONERS MEETING - 11-1-11 (CONT'D)

**MOTION:** Selectman Begley moved to adjourn the meeting. Selectman Winslow seconded.

**VOTE:** 5-0-0 (Unanimous)

**14. SIGNING OF DOCUMENTS APPROVED BY THE BOARD**

Respectfully submitted

***Janet Wilson***

Department Assistant

The foregoing minutes were submitted to the Board of Selectmen/Sewer Commissioners on: 11-15-11

Attest:

  
***Stephen M. Holmes, Clerk***

Date Signed: 11-15-11

Date sent to the Town Clerk: 11-17-11



# TOWN of WAREHAM

## Board of Selectmen/Sewer Commissioners

### Meeting Agenda

7:00 P.M. Multi-Service Center, Room 320, 48 Marion Road, Wareham, MA

1. **CALL TO ORDER BY CHAIRMAN**
2. **ROLL CALL**
3. **ANNOUNCEMENTS**
4. **CITIZENS PARTICIPATION**
5. **DISCUSSION RE. WESTFIELD**
6. **VETERANS DAY PROCLAMATION**
7. **CONSENT AGENDA**
  - a. Authorization to sign bills and documents, etc.
  - b. Authorization to approve and sign the legal bills, Invoice # 6960 dated 10/20/11.
  - c. Approval of regular session meeting minutes: February 8, 2011, February 15, 2011, August 24, 2011 and October 11, 2011 (tabled from 10/25/11).
  - d. Appointment to the Massachusetts Metropolitan Planning Organization (SRPEDD).
8. **LICENSES & PERMITS**

None
9. **TOWN ADMINISTRATOR'S REPORT**
  - a. Leadership Team.
  - b. Federal Transportation Programs & CDBG update.
  - c. Massachusetts Municipal Manager Association update.
  - d. Wareham's Brightside update.
  - e. High School Code Club clean-up.
  - f. House Bill No. 03737 update.

Status Report of ongoing issues/projects.
10. **TOWN BUSINESS**
  - a. Discussion with Digital Credit Union re. Bay Pointe Right of 1<sup>st</sup> Refusal.

- b. Transportation issues.
- c. CEDA – approval of contracts for social service programs.
- d. Discussion re. Board's meetings for November and December.
- e. Any town business.

**11. SEWER BUSINESS**

- a. Sewer Abatements:
  - (1) Acct. No. 738196, Beverly Hallahan, Map 130, Lot 1012, 3040 Cranberry Highway for \$198.68
  - (2) Acct. No. 736644, Beverly Hallahan, Map 8, Lot 1009, 3132 Cranberry Highway for \$1,490.00
  - (3) Acct. No. 739003, Guy Marino, Map 7A-1, Lot 15, 3147 Cranberry Highway for \$298.00
  - (4) Acct. No. 767427 & 739708, Guy Marino, Map 7A-1, Lot 1, 3147 Cranberry Highway for \$596.00
  - (5) Acct. No. 736367, Deborah Alfonso, Map 3, Lot 197B, 6 Prospect Street for \$298.00
  - (6) Acct. No. 738992, Diane Carnes, Map 7A-1, Lot 1, 3162 Cranberry Highway, request to put account on hold
  - (7) Acct. No. 792382, Arthur Cabral, Map 53, Lot 155, 31 Washington Drive for \$598.00
  - (8) Acct. No. 792389, Alicia Mello, Map 58, Lot B8, 10 Winslow Lane for \$598.00
  - (9) Acct. No. 792169, Jennifer Walter, Map 78-2, Lot 131, 10 Canedy Street, \$99.34
  - (10) Acct. No. 735691, Mary Cherella, Map 1, Lot 1032, 1 West Blvd for \$298.00
  - (11) Acct. No. 738220, Michael Hadley, Map 131, Lot 1034, 3104 Cranberry Highway for \$248.35.
- b. Any sewer business.

**12. LIAISON REPORTS**

**13. ADJOURNMENT**

**14. SIGNING OF DOCUMENTS APPROVED BY THE BOARD**