

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

Date of Meeting: November 12, 2013  
Date of Transcription: November 13, 2013  
Transcribed by: Janet Wilson

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

### **2. ROLL CALL**

Selectmen Present: Peter W. Teitelbaum, Chairman  
Alan H. Slavin, Clerk  
Stephen M. Holmes, Absent  
Patrick G. Tropeano  
Judith Whiteside

Also present: Derek Sullivan, Town Administrator  
Rich Bowen, Town Counsel

### **3. ANNOUNCEMENTS**

Selectman Whiteside stated that the Veterans Day Parade turned out great.

Selectman Whiteside stated that the Superintendent is looking for someone from the Board of Selectmen to be a member of the advisory committee. Selectman Whiteside stated that if nobody else was interested, then she would like to send in a letter of application. The board was in favor of Selectman Whiteside submitting a letter of interest.

Selectman Slavin thanked Jim & Mary Bruce as well as Bob Brady for cleaning up Main Street the day before the parade. He also thanked Bob White and Sharon Boyer for their hard work on making sure everything went well for the Veterans Day Parade.

The Church of the Good Shepherd is providing a free Thanksgiving Dinner with all the fixings on Thursday, November 28<sup>th</sup> at 1pm. A special prayer service will be held at 12pm. If you are in need of a ride call Lee MacDonald at Turning point at 508-291-0535.

Chairman Teitelbaum spoke about the groundbreaking for the hotel at Rosebrook.

Chairman Teitelbaum urged residents to beware of the coyotes and there is no need to call the police with coyote sightings. He mentioned to be extra cautious from dusk to dawn. Selectman Whiteside said not to leave pet food outside and not to feed the

SELECTMEN/SEWER COMMISSIONERS MEETING - 11-12-13 (CONT'D)

birds and to only let your small dogs outside alone in a fenced in yard. Mr. Sullivan also advised to make sure your trash is secure, don't feed pets outdoors and also to close off crawl spaces and keep your pets on a leash.

**4. CITIZENS PARTICIPATION**

(none)

**5. CONSENT AGENDA**

- a. Authorization to sign bills & documents, etc.
- b. Appointment to the Affordable Housing Trust

Present before the board: Mary Scarsciotti

Chairman Teitelbaum stated that the Affordable Housing was to interview Ms. Scarsciotti at their meeting this morning however, they didn't have a quorum. The recommendation from the Chairman of the Affordable Housing was in favor of Ms. Scarsciotti's appointment.

**MOTION:** Selectman Slavin moved to appoint Mary Scarsciotti as a member to the Affordable Housing Trust Fund for a term to expire no later than June 30, 2015. Selectman Tropeano seconded.

**VOTE: 4-0-0 (Unanimous)**

- c. Invoice from the Law Office of Richard Bowen dated October 31, 2013 in the amount of \$15,000.

**MOTION:** Selectman Slavin moved to approve payment for the Law Office of Richard Bowen dated October 31, 2013 in the amount of \$15,000. Selectman Whiteside seconded.

**VOTE: 4-0-0 (Unanimous)**

**6. LICENSES & PERMITS**

(none)

**7. SEWER BUSINESS**

- a. Funding source for contract 2 (waiting on DOR review)
- b. Any other sewer business

**8. TOWN BUSINESS**

- a. Discussion on guidance to Town Administrator for the next year – review Selectmen's input and comments.

Some of the items the board would like from Mr. Sullivan are to provide appropriate municipal support to all residents, continue to equitably plan expenditures between the school and municipal services side of the budget, work closely with the school to utilize/create positions that serve both sides of the government purchasing, human resources, payroll, etc., consolidate overlapping positions, continue to take advantage of, or create regionalization cost reductions, public safety, dispatching, municipal maintenance, maximize money savings opportunities, continue to monitor town spending and provide timely reports to the Selectmen, create/maintain a five year

SELECTMEN/SEWER COMMISSIONERS MEETING - 11-12-13 (CONT'D)

moving forecast, cross train clerical staff, to best utilize personnel in high demand periods, prioritize municipal services, make hard decisions based on financial constraints and best practices, employee handbook.

b. Presentation by Plymouth County Commissioners

Present before the board: Sandra Wright

Ms. Wright spoke about the services provided by the Plymouth County Commissioners. Some of the highlights she discussed were bills they have submitted such as bill #1286- rent reimbursements, bill # 2516 – recalculate deeds & excise taxes allowing county to retain, bill # 2780 - deeds recording fees, bill # 3363 – State took over the Sheriff's department and left the retirees to pay, bill # 1829 to allow for a stabilization fund, bill# 3373 – pension obligation bond. They are working on dredging programs along the coast. They manage the Mayflower Retirement Group,

c. Vote whether to accept Police Chief's contract option year.

Mr. Sullivan stated that Chief Stanley has asked that the town not exercise this option due to the fact that he is retiring. The process will begin shortly on hiring a new police chief and Chief Walsh will be the Interim Police Chief.

**MOTION:** Selectman Slavin moved to not extend the option for the Police Chief's contract. Selectman Tropeano seconded.

**VOTE: 4-0-0 (Unanimous)**

d. Discussion re: Selectmen's fees (packet enclosed)

Selectman Whiteside has been reviewing other towns fee's and came up with a spread sheet to show the highest, lowest as well as the average. The board will put this on the November 26<sup>th</sup> agenda so that all board members will be present.

e. Support of Massachusetts Downtown Initiative Grant

Mr. Pina was looking for the board to approve the Chairman to sign the application for the 2014 Downtown Wareham Village Market Analysis.

**MOTION:** Selectman Slavin moved to authorize the Chairman to sign the grant application. Selectman Whiteside seconded.

**VOTE: 4-0-0 (Unanimous)**

f. Update policies – ongoing

g. Discussion with Municipal Maintenance Department re: Cemetery

The Cemetery Commission is planning on meeting on November 21<sup>st</sup>.

h. Discussion and vote to execute Hammond School lease contract with the Wareham Boys & Girls Club

Present before board: Attorney Rich Bowen

Mr. Bowen spoke about the lease agreement and that he did add the termination of lease clause.

SELECTMEN/SEWER COMMISSIONERS MEETING - 11-12-13 (CONT'D)

**MOTION:** Selectman Slavin moved to accept the lease for the Hammond School for the portion to be used by the Boys & Girls Club of New Bedford. Selectman Whiteside seconded.

**VOTE: 4-0-0 (Unanimous)**

- i. Any other town business not reasonably anticipated 48 hours prior to the posting of this meeting.

**9. TOWN ADMINISTRATORS REPORT**

The auditors will be in the town hall for the next two weeks. Also, on November 19<sup>th</sup> a field rep for the DOR will be at the town hall.

**10. LIAISON REPORTS**

Selectman Whiteside will be meeting with Commission on Disability tomorrow morning and mentioned that they are having a problem with getting a quorum.

On November 22<sup>nd</sup> at 7pm at the Wareham Free Library they will feature Murder in the Library. Tickets are still available.

The Audit Committee met with Powers & Sullivan and said that everything seems to be going well.

**11. ADJOURNMENT**

**MOTION:** Selectman Slavin moved to adjourn. Selectman Whiteside seconded.

**VOTE: 4 -0-0 (Unanimous)**

**12. 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: 11-19-13

Attest:

  
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**Alan H. Slavin, Clerk**

Date Signed: 11-26-13

Date sent to the Town Clerk: 11-26-13