

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

Date of Meeting: December 17, 2013  
Date of Transcription: December 18, 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  
Patrick G. Tropeano, absent  
Judith Whiteside

Also present: Derek Sullivan, Town Administrator

### **3. ANNOUNCEMENTS**

Selectman Whiteside spoke about the article in the Boston Globe that talks about Wareham and Onset and outlines some of the places to stay and eat in town.

Selectman Whiteside thanked all the groups that are collecting toys for the season and thanked the sponsors of the Christmas Parade. She also said it would be nice for everyone to sit and talk with a neighbor during this time of year.

Selectman Holmes wanted everyone to keep the family of the six soldiers who died today in their thoughts and prayers.

Selectman Holmes spoke about the parade and commented on how the people in town seem to take pride in the town.

Selectman Slavin stated that the board will not have any meetings for the next two weeks and the next meeting is scheduled for January 7<sup>th</sup>.

Chairman Teitelbaum also thanked the Wareham Village Association for an outstanding job with the parade.

### **4. CITIZENS PARTICIPATION**

(none)

### **5. CONSENT AGENDA**

- a. Authorization to sign bills and documents, etc.

**6 LICENSES & PERMITS**

Renewal of the following Year Round Common Victualer All Alcoholic Beverages License for the year 2014, under the provisions of Chapter 138 of The Massachusetts General Laws:

- i. Concol, Inc., d/b/a Narrows Crossing Restaurant, 1 Narrows Road, Wareham, Manager Robert J. Nawoichik

**MOTION:** Selectman Holmes moved to renew the Year Round Common Victualer All Alcoholic Beverages License for Concol, Inc., d/b/a Narrows Crossing Restaurant, 1 Narrows Road, Wareham, Manager Robert J. Nawoichik. Selectman Whiteside seconded.

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

**7. SEWER BUSINESS**

- a. Funding source for contract 2 (waiting for audit by DOR)
- b. Sewer usage abatement for the old Onset bath house

**MOTION:** Selectman Whiteside moved to approve abatement in the amount of \$596 for the 1<sup>st</sup> half of FY14 and \$1.18 for a small balance that is outstanding from FY13 for account # 735699, Map 1, lot 1048, Onset Beach, Town of Wareham. Selectman Holmes seconded.

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

- c. Vote and approve the Town of Bourne 2<sup>nd</sup> quarter billing.

**MOTION:** Selectman Slavin moved to accept as the Boards commitment for the sewer usage fee to be collected from the Town of Bourne for the period October 1, 2013 to December 31, 2013 in the amount of \$80,156.92. Selectman Holmes seconded.

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

- d. Any other sewer business

The board was looking for an update from Tighe & Bond however, they were still asking for more information for previous fiscal years. Selectman Holmes would like to have them before the board on January 14<sup>th</sup> with an update.

**8. TOWN BUSINESS**

- a. Discussion on guidance to the Town Administrator for the next year. Selectman Holmes said he attended a meeting with Mr. Sullivan regarding the parking kiosks. He said that he would like to get a committee together and would like to serve on it. Mr. Sullivan stated that they have the funds to purchase additional kiosks.

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- b. Vote to authorize inclusion of Board of Health Rental Inspection Program Notices with Town Tax bills

The Board of Health has asked if they could include a notice in the tax bills to save on postage by doing separate mailings.

**MOTION:** Selectman Slavin moved to approve the inclusion of the notice. Selectman Holmes seconded.

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

- c. Discussion and vote to approve e-billing for property tax bills as Authorized by, and in conformance with MGL c.60 Sec 3A(B)

**MOTION:** Selectman Whiteside moved to vote to approve 3-billing for property tax bills as authorized by, and in conformance with MGL c.60 Sec 3A(b) Selectman Holmes seconded.

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

- d. Vote to certify 2013 ABCC Temporary Increased Resident Population

**MOTION:** Selectman Slavin moved acting under authority contained in MGL, C. 138 S. 17, as amended the undersigned local licensing authority at a meeting held on December 17, 2014 that the temporary increased resident population of Wareham as of July 10, 2014 will be 43,644. Selectman Holmes seconded

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

- e. Vote on 2013 ABCC license renewal certification

**MOTION:** Selectman Whiteside moved to certify the renewal certification questions. Selectman Holmes seconded.

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

- f. Spirit of Christmas awards

The board presented the Spirit of Christmas awards to the following:

Paula & Charles Barros for assisting the Jeffers family with Jeremiah and also getting Jeremiah's Home Makeover Project started.

Southcoast Hospital Group for their thoughtful donation of \$100,000 toward the purchase of Defibrillators for the EMS Department.

Wareham Elks for always supporting activities and meeting the needs of the Wareham Community.

Howard & Claire Smith for being active in civic affairs and for Ms. Smith as Town Moderator and officer of the Mass Moderators Association. Mr. Smith is a call Firefighter as well as his most visible role in town by portraying Hodor, the Viking at sports events and other venues.

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Patricia Wylde for quietly supporting music and performing arts in Wareham Public Schools, a musician herself, Patty is a long-time supporter of The Boston Symphony Orchestra and The Tanglewood Music Festival.

Frank & Susan Noonan for outstanding commitment to Wareham by always giving back to the community, In addition to their concert series they promote the joy of making music to our children.

g. Discussion w/CEDA Board Chairman & Director re: 2014 CDBG  
Present before the board: Sal Pina  
Mr. Pina was before the board to discuss grant applications. He stated that \$190,000 will be used to finish the crosswalks on the Streetscape project. He spoke about grants for public services and rehab programs. Selectman Slavin would like to focus on Public service and housing. Selectman Whiteside also agreed with Selectman Slavin. Some discussion also ensued on converting parking into Hynes Field into parking.

h. Regionalization – ongoing

i. Discussion and possible vote on policies 88-7,88-8,88-9,88-11 &88-12  
Policy # 88-7 Fiscal Policy Statement. **MOTION:** Selectman Whiteside moved to change the 1<sup>st</sup> sentence replace to develop a 5 year fiscal plan with to develop 5 and 10 year fiscal plans – 2<sup>nd</sup> item down replace identify new policy directions and plan with identify new policy directions and goals, then plan. Add additional sentence after changes: Where appropriate provide full explanation for consideration of debt exclusions and or 2 ½ override proposals. Under next section the following strategies 2<sup>nd</sup> item; replace three-year with 10 year at the end of this sentence add after infrastructure, vehicles and equipment. Selectman Holmes seconded.

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

Policy # 88-8 – Reporting on the State of the Town. **MOTION:** Selectman Whiteside moved in the first sentence change finances to finances/budgets then replace quarterly with monthly. On the 2<sup>nd</sup> sentence change last word from quarterly to monthly and 3<sup>rd</sup> sentence remove and replace with: The Town Administrator's Office shall compile both expense and revenue reports each month and provide the Board of Selectmen with the expense report no more than 15 work days following the end of the month, the revenue report shall be provided to the Board of Selectmen no later than 15 work days following the end of the quarter. Selectman Holmes seconded.

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

Policy # 88-9 Submission of Warrant Articles. **MOTION:** Selectman Whiteside moved to add the sentence in the 2<sup>nd</sup> paragraph all articles submitted by any multiple member body shall be received by the Board of Selectmen 30 days before the closing

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of the warrant. On 3<sup>rd</sup> paragraph after Clerk of the multiple member body add including copy of minutes of said vote. Add to last paragraph The Board of Selectmen will review and vote whether submitted warrant articles from any multiple member board shall be moved to the Town Meeting Warrant Articles. Selectman Holmes seconded.

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

Policy #88-11 Correspondence. **MOTION:** Selectman Whiteside moved to add new paragraph at the end where appropriate the Board of Selectmen should adopt electronic solutions to minimize paper correspondence. The Board of Selectmen shall promote the digitizing of records and use of tablets in order to minimize and streamline communication. Selectman Holmes seconded.

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

Policy # 88-12 Board of Selectmen Rules of Procedure. **MOTION:** Selectman Whiteside change section 1 to read: At the 1<sup>st</sup> meeting after the beginning of the Annual Spring Town Meeting (1<sup>st</sup> Tuesday in the month of April) there shall be elected a Chairman and Clerk whom she or he shall serve for a period of one (1) year. Change section 6 add new sentence at end of 6A. The responsibility of setting and posting the agenda of these meetings lays with the Chairman or his/hers designee. Change section 8 add to 1<sup>st</sup> sentence after "by the board" (initial presenter shall be allowed sufficient time determined by the Chairperson to present the issue before the board) change section 11 add after last word "requests" unless waived by a majority vote of the Board. Selectman Holmes seconded.

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

j. Continued discussion and possible vote and fees  
Discussion on the fees for Class I, II & III licenses as follows: 0-21 cars \$250, 22-99 cars \$500, 100-199 cars \$750, 200-300 cars \$1000 and 300+ cars \$1500.00.  
**MOTION:** Selectman Whiteside moved to adopt the Rockland classification for Class I, II & III licenses.

**VOTE: 3-1-0 (Selectman Holmes opposed)**

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

## **9. TOWN ADMINISTRATORS REPORT**

Mr. Sullivan stated that the DOR has requested the following vote of the Board of Selectmen.

**MOTION:** Selectman Slavin moved that the Board of Selectmen vote to support the Town Administrator's recommendation to freeze discretionary spending and/or

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implement austerity measures, with a goal of reducing expenditures by \$500,000.  
Selectman Whiteside seconded.

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

**10. LIAISON REPORTS**

Selectman Whiteside stated she has been researching some of the boards and committees that she is a liaison to and is currently working on the Veterans Council and also will be working with Mr. Mulkern on resolving some issues on the Commission on Disability.

Selectman Holmes stated that the Council on Aging is in need of members and they are not able to meet due to quorum issues.

Selectman Slavin stated that Selectman Whiteside will be working on an employee handbook and he will be working on a booklet on how to proceed with building permits and licenses.

Chairman Teitelbaum stated that the CPC has extended its deadline to submit applications to January 28<sup>th</sup>.

**11. ADJOURNMENT**

**MOTION:** Selectman Holmes moved to adjourn. Selectman Slavin 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:

Attest:

  
**Alan H. Slavin, Clerk**

Date Signed: 2-4-14

Date sent to the Town Clerk: 2-7-14