

**Memorial Town Hall, 1 Library Street, Georgetown, MA 01833
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BOARD OF SELECTMEN MEETING MINUTES

Memorial Town Hall

4/23/12

7:00 PM – General Meeting

3rd Floor Meeting Room

Selectmen Present: C. David Surface, Chairman; Philip Trapani; Gary Fowler, Clerk; Stephen Smith; Stuart M. Egenberg

Others Present: Michael Farrell, Town Administrator; Janet Pantano, Administrative Assistant

Absent:

6:15PM-Executive Session

To conduct strategy sessions in preparation for negotiations with non-union personnel, or to conduct collective bargaining sessions or contract negotiations with non-union personnel;

Call to Order

Mr. Surface called the meeting to order at 7:00PM.

Pledge of Allegiance

Warrant & Minutes

Warrant to be signed

Minutes April 12, 2012, Executive Session April 9, 2012.

Mr. Trapani moved to approve the Minutes of April 12, 2012. Mr. Smith seconded the motion and the motion was approved by a 4-0 vote. Mr. Egenberg abstained.

Mr. Trapani moved to approve the Executive Session Minutes of April 9, 2012. Mr. Smith seconded the motion and the motion was approved by a unanimous vote.

Board Business

Auditors Report-Renee Davis & Romina Whitehouse

Ms. Davis stated she would go over the report for the board.

Management Letter

She stated that they did not find any weaknesses and she went over last years comments. She stated that three had been resolved and one is still unresolved Fraud Management Assessment. She stated that she was told a plan will be in place and does not know when that will go forward. Mr. Farrell stated that he has tried to do this internally himself but does not have the time. He stated that he will have it done by the end of the fiscal year.

Ms. Davis went over some current year comments.

- Water Commitments and Receivable Reconciliation
- Authorized and Unissued Dept Authorizations
- Audit of Student Activity Funds

Financial Statements

Discussion on GASB 54

Ms. Davis stated that the Stab Fund is now reported in the General fund balance. The definitions have changed but the information is the same.

Ms. Davis stated that the Light Department has started funding OPEG and this is good. She stated that the Towns liability has gone down. She stated that the number of retirees went down. Mr. Farrell stated that an evaluation is going on at this time. Ms. Davis explained where this is in the report. Discussion on funding OPEG. Mr. Farrell stated that an OPEG fund for the town is on the warrant for the ATM.

General Fund

Ms. Davis stated that the General Fund stayed in the same range and revenue was up a little and the Town has a healthy CPA Fund.

Stab Fund

Mr. Surface asked if the Stab Fund was where it should be. Ms. Davis stated that the Stab Fund is right on target.

Mr. Surface thanked Powers & Sullivan for the report and stated they did a great job.

Fire Chief Contract vote

Mr. Surface explained that the Fire Chief contract ended in November 2011 and the board did a performance review and presented some goals to the Chief. He stated that they have had negotiations and they did get a recommendation from the Personnel Board on an increase in hours and that is included in this contract.

Mr. Smith moved to approve the Contract with Fire Chief Albert Beardsley from May 1, 2012 to February 28, 2015. Mr. Trapani seconded the motion.

Mr. Fowler stated that the Fire Chief is doing a great job and board members all agreed.

Motion was approved by a 4-0 vote. Mr. Fowler abstained.

ATM Warrant May 7, 2012-BoS article recommendations/votes

The Board voted on their recommendations of the ATM articles.

Consent Calendar ATM12-06 to ATM12-14

Mr. Trapani moved to recommend approval of the *Consent Calendar ATM12-06 to ATM12-14*. Mr. Fowler seconded the motion and the motion was approved by a 5-0 vote.

Establishment of Other Post-Employment Benefits Trust Fund ATM12-16

Mr. Trapani moved to recommend approval of *ATM12-16*. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

Inspections Department, Revolving Fund ATM12-38

Mr. Trapani moved to recommend approval of *ATM12-38*. Mr. Fowler seconded the motion and the motion was approved by a 5-0 vote.

School Bus Services Contract ATM12-33

Mr. Trapani moved to recommend approval of *ATM12-33*. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

Source Capture Vehicle Exhaust System ATM12-17

Mr. Trapani moved to recommend approval of *ATM12-17*. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

Painting of Apparatus Bay ATM12-18

Mr. Trapani moved to recommend approval of *ATM12-18*. Mr. Smith seconded the motion and the motion was approved by a 4-1 vote.

Tractor (School Dept) ATM12-25

No vote taken CIP approved but did not have a funding source. Board stated that they would approve if there were funds appropriated.

Strategic Plan ATM12-29

To be passed over

Community Preservation Committee Articles ATM12-30

A: Community Preservation General Budget

Mr. Trapani moved to recommend approval of *ATM12-30 A*. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

B: Community Preservation Community Housing Category, "Housing Authority Community Building"

Mr. Trapani moved to recommend approval of *ATM12-30 B*. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

C: Community Preservation Community Housing Category, "Housing Authority Storm Door installation"

Mr. Trapani moved to recommend approval of *ATM12-30 C*. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

D: Community Preservation Community Housing Category, "Affordable Housing Trust Grant"

Mr. Trapani moved to recommend approval of *ATM12-30 D*. Mr. Smith seconded the motion and the motion was approved by a 4-1 vote.

E: Community Preservation Historic Resources Category, "Town Hall Restoration and Rehabilitation" Phase 2.

Mr. Trapani moved to recommend approval of *ATM12-30 E*. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

F: Community Preservation Historic Resources Category, "Historic Perley School Restoration and Rehabilitation" Phase 2.

Mr. Trapani moved to recommend approval of ATM12-30 F. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

G: Community Preservation Historic Category “Camp Denison Historic Preservation” Phase 2

Mr. Trapani moved to recommend approval of ATM12-30 G. Mr. Fowler seconded the motion and the motion was approved by a 5-0 vote.

H: Community Preservation Historic Resources Category, “Rowley Landing Legal Pursuance”

Mr. Trapani moved to recommend approval of ATM12-30 H. Mr. Fowler seconded the motion. Discussion

Mr. Farrell stated that the DoR stated that this is not an allowable expenditure for CPA funds. Mr. Trapani asked if there is other funding available. Mr. Farrell stated that it would have to come from the Town Counsel line. Mr. Surface stated that they will have to have Mr. Dimento come into a regular meeting to discuss options.

The motion was not approved by a 5-0 vote.

I: Community Preservation Historic Resources Category, “Historic Structures Survey”

Mr. Trapani moved to recommend approval of ATM12-30 I. Mr. Egenberg seconded the motion and the motion was approved by a 5-0 vote.

J: Community Preservation Open Space Category, “Open Space Plan Funding”

Mr. Trapani moved to recommend approval of ATM12-30 J. Mr. Egenberg seconded the motion and the motion was approved by a 5-0 vote.

Mr. Farrell stated that this is to update our Open Space Plan. Board asked for a copy of the updated plan when it is finished.

K: Community Preservation Open Space Category, “Conservation Restriction Endowment”

Mr. Trapani moved to recommend approval of ATM12-30 K. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

L: Community Preservation Recreational Land Use Category, “East Main Street Active Recreational Land Access and Development (Phase 2)”

Mr. Trapani moved to recommend approval of ATM12-30 L. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

Mr. Farrell stated that he funding source on this article was changed to the Undesignated Account from the Open Space Reserve Account.

Park & Recreation –Gift of land Parcel A-1, 172 East Main Street ATM12-37

Mr. Trapani moved to recommend approval of ATM12-37. Mr. Smith seconded the motion and the motion was approved by a 5-0 vote.

Planning Board-Amend Independent Senior Housing Bylaw ATM12-39

Board stated that they would take a vote after the Planning Board Public Hearing.

Selectmen’s Report

State of the Town Meeting-April 30 6PM-9PM, 3rd floor Town Hall

Mr. Smith stated templates have been sent out to the departments and he has received some and the rest are due Friday. He stated that we are all set for next Monday.

Town Administrator's Report

Mr. Farrell stated that there are some reserve fund transfers that the FinCom will be voting on at their meeting Wednesday. He stated that the FinCom will recommend funding the Snow & Ice deficit from Free Cash and the Police Holding Cell article. He stated that funding Snow & Ice from Free Cash means we do not now need a STM. He stated that there was also a transfer request from the Police Department for funds for dispatcher and officers because of some staff sick leave and as they have only spent 75% of budget he does not recommend funding as of yet.

Appointments & Approvals

Powers & Sullivan Contract Approval

Mr. Farrell stated that there is an increase in the fee but only \$900 because they have funded with an increase already. Mr. Trapani asked if we need to go out to bid on this item. Mr. Farrell stated that we do not need to go out to bid as the contract is under \$25K.

Mr. Smith moved to approve the three (3) year contract with Powers & Sullivan for the Town Audit. Mr. Smith seconded the motion. Discussion

Motion was approved by a 5-0 vote.

Reappointment of the Building Inspector, Wire Inspector, Gas/Plumbing Inspector and Alternates terms to expire March 31, 2013.

N. Jon Metivier, Building Inspector/Zoning Enforcement Officer

Mr. Egenberg moved to reappoint N. Jon Metivier as the Building Inspector/Zoning Enforcement Officer term to expire March 31, 2013. Mr. Smith seconded the motion and the motion was approved by a 4-0 vote. Mr. Surface abstained

Glen Clohecy, Alternate Building Inspector

Mr. Egenberg moved to reappoint Glen Clohecy as the Building Inspector term to expire March 31, 2013. Mr. Smith seconded the motion and the motion was approved by a 4-0 vote. Mr. Surface abstained

Mark Unger, Wiring Inspector

Mr. Egenberg moved to reappoint Mark Unger as the Wiring Inspector term to expire March 31, 2013. Mr. Smith seconded the motion and the motion was approved by a 4-0 vote. Mr. Surface abstained

Robert Brown, Alternate Wiring Inspector

Mr. Egenberg moved to reappoint Robert Brown as the Alternate Wiring Inspector term to expire March 31, 2013. Mr. Smith seconded the motion and the motion was approved by a 4-0 vote. Mr. Surface abstained

William Giannacoplos, Inspector of Plumbing/Gas Piping and Appliances

Mr. Egenberg moved to reappoint William Giannacoplos as the Inspector of Plumbing/Gas and Appliances term to expire March 31, 2013. Mr. Smith seconded the motion and the motion was approved by a 4-0 vote. Mr. Surface abstained

Stanley Kulacz, Alternate Plumbing/Gas Inspector

Mr. Egenberg moved to reappoint *Stanley Kulacz as the Alternate Plumbing/Gas Inspector* term to expire March 31, 2013. Mr. Smith seconded the motion and the motion was approved by a 4-0 vote. Mr. Surface abstained

Mr. Surface explained that he abstained from the appointments because he has an open building permit.

Approval of the Poll Workers for the Annual Town Election May 14, 2012.

Mr. Egenberg moved to approve the *Poll Workers* as presented for the Annual Town Election, May 14, 2012. Mr. Smith seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler asked if an elected official can still be a poll worker. Mr. Surface stated that this would be a question for the Town Clerk and he did not feel she would have an elected official listed if it was not allowed.

Request for appointment to the Historical Commission by Louis Dispenza term to expire June 30, 2014.

Board stated that they will hold on this appointment as the Historical Commission has stated that they have a few residents interested in an appointment and would like to meet with each one.

Mr. Fowler stated that he is going to a Coalition meeting at the State House this week.

Next Meeting

ATM-Monday, May 7, 2012 at 6:00PM, Middle/High School 1st Floor former Cooking classroom.

Mr. Smith moved to adjourn. Mr. Trapani seconded the motion and the motion was approved by a unanimous vote.

Meeting adjourned at 8:34PM.

Minutes transcribed by J. Pantano.