

Memorial Town Hall, 1 Library Street, Georgetown, MA 01833
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BOARD OF SELECTMEN MEETING MINUTES
Memorial Town Hall
12/19/16
7:00PM-General Meeting~3rd floor meeting room, Town Hall

Selectmen Present: C. David Surface Chairman; Gary C. Fowler, Clerk; Douglas W. Dawes, Joseph Bonavita

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

Absent: Steven Sadler

7:00PM Call to order

Invocation-Douglas W. Dawes
Pledge of Allegiance

The board sent condolences to Steve Sadler on the passing of his father-in-law.

Request for a One-Day Wine & Beer License

Rick Gilmore explained the event and that they want to hold two wine tastings on the evening of February 11th between 5-11PM at Erie 4 for a fundraiser for the Georgetown Cooperstown Team. Mr. Surface asked that he check with the Police Chief and see if a police detail is needed.

Mr. Dawes moved to approve the One-Day Wine and Beer License for Georgetown Cooperstown Team Wine Tasting at Erie 4 February 11, 2017 from 5PM-11PM contingent on the proper paperwork, insurance certificate, and Erie 4 contract. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

MA Division of Fisheries and Wildlife request

Ann Gagnon explained that the request is for paperwork to be signed for a grant that was agreed upon in 2013 by the town and was signed by the ConCom and the Chair of the Selectmen at that time. She stated that the grant was for \$750k and she explained how the funds would be used. Mr. Fowler stated that the Fisheries had a tour that the board was invited to and Georgetown was mentioned as part of the grant.

Mr. Fowler moved to allow the Chair to sign the MA Division of Fisheries and Wildlife Notice of Grant Agreement. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Tri-Board Meeting-Selectmen, School Committee, Finance & Advisory Board

Tri-Board Agenda:

School Committee:
Barbie Linares, Chairman

Finance & Advisory Committee:
Edward Dobie, Chairman

Pam Lundquist, Vice Chairman
Michael Hinchliffe, Clerk
Suzanne MacDonald
Cheryl Lachendro

Wayne Snow
Ashley Pierson
Matt Newhall
John Anderson
Robin Olson

School Committee and FinCom opened their meetings at 7:15PM

Matthew Abrahams, Abrahams Group was present to present the Financial Forecast report.

Budget Analyst Summary Report

Mr. Abrahams explained the staff members that he worked with for the report. He stated that this is a 10 year report. He explained the percentages that they used for each section. He stated that they used the towns 12 year CIP projections.

Mr. Surface stated that he was surprised to see a small gap between the CIP and Non-CIP. Mr. Dobie stated that he did not see it as a small deficit when you look at the numbers. Mr. Fowler asked where the CIP numbers came from. Mr. Farrell stated that the CIP numbers were given to him from the departments. Mr. Anderson stated Special Ed circuit breaker where not included and the Marijuana funds where not added. Mr. Surface stated that the funds reimbursed from the State should be included. Mr. Dobie stated that these funds cannot be used to offset the budget. He stated that Special Ed is underfunded similar to Snow & Ice.

Mr. Dobie asked in conclusion as with similar towns how do they identify additional revenue sources. He stated that we have a revenue problem not an expense problem.

Mr. Fowler stated that he mentioned in conclusion is one time tax increase to pay for items. He stated one way is to raise fees and has asked for a workshop to review fees with FinCom.

Ms. Linares stated that commercial development is needed.

Ms. Ruth stated that the town has to have another way to raise funds besides an override and raising fees.

Discussion on land for commercial development in town.

Ms. Ruth asked Mr. Farrell about other taxes that we can add. He stated that we take advantage of all revenue streams that he knows about.

Discussion on the boards in town and the job they do.

Mr. Fowler discussed a workshop and an idea of not hiring when someone retires.

Ms. McDonald asked if a town can go bankrupt. Mr. Surface stated that they can and the City of Chelsea went into receivership.

Mr. Snow asked at this workshop what are you looking for, ideas such as healthcare, salaries, cuts. Mr. Dobie stated that we need fresh ideas and need to talk to other towns.

Mr. Dobie asked that at the meeting we have a few different scenarios. Mr. Anderson agreed with Mr. Fowler on looking for ways to save as small numbers add up.

Mr. Surface stated he thought it would be worse and are faced with same issues as other towns.

FY 18 Budget Strategy

Mr. Hinchliffe stated that they gave out a draft summary of their budget. He stated that they have a 3.4% increase in budget and are relying on revolving accounts more. He stated that they are concerned on how to cover these dollar amounts. Mr. Anderson asked if student counts are going down can they look at reducing staff. Ms. Jacobs stated that it is hard as the numbers do not line up in a way to reduce staff.

Discussion on Chapter 70 funds and that they are flat. Ms. Jacobs asked what budget the town will be asking for a level services or a level funded budget.

Mr. Surface stated that there was a School override in 2011 for 1.2M and is it time to look at a new number as everything goes up.

Mr. Farrell stated that he asked departments to do a level services and a level funded budget.

Mr. Dobie asked if we can cancel the debt exclusion for Elm Street.

Mr. Fowler stated that we look at what we have and what we can work with. He stated that health insurance is a 10% increase. He stated that we get 2.5% increase and School budget is looking for 3.4% increase.

Mr. Bonavita stated that the Schools cannot do anything about the increase in Special Ed and other departments do not have the same challenges.

A workshop was decided on for Tuesday, January 24, 2017 from 6-9PM.

School Committee adjourn. 8:50PM

5-Minute Recess

Request for Emergency Spending

Mr. Farrell explained that we had an internal pipe break in the town hall that flooded the town hall. He explained the system and the cost of \$75K to replace all the piping. He received a waiver from DCAMM so he does not have to go out to bid. He stated that with the electric heaters working we are not in an immediate rush and will get two or more bids. He stated that the good news is he thinks he has funds in this budget to cover the cost. He explained where the funds would come from an excess in Essex Regional and Property and Casualty, and Town Hall operating. He stated that he is asking for approval to spend funds now and in May do line item transfers. Mr. Surface stated take they could take \$10K from reserve account and see what we need.

Mr. Dobie stated that the FinCom would support the request but would like to have a backup plan. Mr. Farrell stated would have to have a STM for funds.

Mr. Fowler moved to approve emergency spending for the pipe break at the Town Hall on December 11th and to make the necessary repairs for the HVAC at the Town Hall. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Snow moved to approve \$10K from the Reserve Fund for the emergency pipe break at the Town Hall the happened on December 11th and for the repairs for the HVAC at the Town Hall. Mr. Anderson seconded the motion and the motion was approved by a unanimous vote.

Mr. Farrell stated he will be coming back for line item transfers. He stated that he still has to pay for repairs for pipe.

Ms. Ruth moved to authorize the Town Administrator to deficit spend the town hall maintenance fund \$63,764 for the pipe break at the Town Hall on December 11th and to make the necessary repairs of the HVAC at the Town Hall. Mr. Snow seconded the motion and the motion was approved by a unanimous vote.

FinCom adjourned at 9:30PM

CORRESPONDENCE

National School Choice Week Proclamation request

The board did not approve the proclamation request.

Town Clerk request to discontinue use of voting machines and begin use of new machines

Mr. Dawes moved to discontinue use of the Accuvote voting machines and to begin to use of the new Image Cast voting machines. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

OLD BUSINESS

Healthy Pharms donation acceptance

Mr. Dawes stated that these funds are to be used for substance abuse education.

Mr. Dawes moved to accept the \$10,000 donation from Healthy Pharms to be used for substance abuse education. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

TOWN ADMINISTRATOR'S REPORT

Senior Center Update

Mr. Farrell stated that the plan is to move over Christmas vacation.

Treasurer/Collector Search Update

Mr. Farrell stated he will be sending out an offer of employment tomorrow.

APPOINTMENTS and APPROVALS

License Approvals

Common Victualler: Barisal Convenience, Inc. dba Richdale; Georgetown Donuts, Co., Inc. dba Honey Dew Donuts

Mr. Dawes moved to approve the Common Victualler: *Barisal Convenience, Inc. dba Richdale; Georgetown Donuts, Co., Inc. dba Honey Dew Donuts* to expire 12/31/17. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Class II Used Car Sales: B & B Auto Clinic, Inc.

Mr. Dawes moved to approve the Class II Used Car Sales: *B & B Auto Clinic, Inc.* to expire 12/31/17. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Second Hand Shop: Instant Replays

Mr. Dawes moved to approve the Second Hand Shop: *Instant Replays* to expire 12/31/17. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Trap Shooting: Georgetown Fish & Game Assoc.

Mr. Dawes moved to approve the Trap Shooting: *Georgetown Fish & Game Assoc.* to expire 12/31/17. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Wine & Beer: Pizza Factory-vote to not renew

Mr. Dawes moved to not renew the Wine & Beer: *Pizza Factory* to expire 12/31/17. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Bowling: Georgetown Bowling Lanes

Mr. Dawes moved to approve the Bowling: *Georgetown Bowling Lanes* to expire 12/31/17. Mr. Bonavita seconded the motion.

Fire Chief Mitchell stated that they are working with Mr. Perkins and they went back after a year and he still had fire code violations. He stated he has issued a not to enter building if a fire. He stated that the concern is not just this building but the neighbors and his firefighters. He stated that there has not been much progress but explained the changes made. He stated there is a cease and desist and the owner has alluded that he has had bowlers in the building and this makes him nervous. Mr. Bonavita asked if it is financial. Mr. Mitchell stated he does not think this is a financial issue. Mr. Dawes asked if we could just hold the license. Mr. Bonavita stated that hard to put this off if he has had people in there and a disregard for laws and putting public in danger. **The motion was not approved by a unanimous vote.**

Town Clerk request to raise fees

Discussion

Mr. Dawes moved to approve the Town Clerk request to raise fees for Vital Records from \$5 to \$10. Mr. Bonavita seconded the motion and the motion was approved by a 3-1 vote. Mr. Fowler voted against the motion

Mr. Fowler asked what the policy of the board is if the Chair is not present. Mr. Surface stated that Clerk would run the meeting. The Board was okay with this policy.

NEXT MEETING

January 9, 2017 at 7:00PM, 3rd floor meeting room, Town Hall

ADJOURNMENT

Mr. Fowler moved to adjourn. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Meeting adjourned at 10:00PM.

Minutes transcribed by J. Pantano.

Minutes approved May 15, 2017.

Documents used in this meeting:

- National School Choice Week Proclamation request
- Town Clerk request to discontinue use of voting machines and begin use of new machines
- MA Division of Fisheries and Wildlife request
- Request for Emergency Spending
- License Approvals
- Request for a One-Day Wine & Beer License
- Town Clerk request to raise fees