

Memorial Town Hall, 1 Library Street, Georgetown, MA 01833

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BOARD OF SELECTMEN MEETING MINUTES

Memorial Town Hall

01/25/2021

7:00PM-General Meeting

Broadcast on Georgetown Cable TV via BlueJeans

Verizon channel 42/Comcast channel 9

Selectmen Present: Chairman David Twiss, Vice Chair Douglas Dawes, Clerk; Peter. Kershaw, Gary Fowler.

Others Present: Michael Farrell, Town Administrator. Administrative Assistant, Maureen Shultz, Police Chief Donald Cudmore, Board of Health Agent, Deb Rogers, Fire Chief Fred Mitchell, Lt. Scott Hatch, Ken Lombardi & Kevin Paicos of NFP.

Absent: Charles Durney

7:00PM Call to order

Invocation-Douglas W. Dawes

Pledge of Allegiance

D. Dawes read the statement listed here:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Georgetown Board of Selectmen will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Georgetown website, at www.georgetownma.gov. For this meeting, members of the public who wish to watch the meeting may do so in the following manner: Channel 42 Verizon or Channel 9 Comcast, or on the town website at <http://gctv.georgetownma.gov/>. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that meeting the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Georgetown website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after that.

OLD BUSINESS: COVID-19 update-Police Chief Cudmore & Deb Rogers BOH Agent:

D. Rogers spoke on a recent COVID-19 vaccine that was held a few weeks back and how it went very well, first clinic was trial and error after that everything seemed to go smoothly, four hundred and eighty was the total amount that were vaccinated, next plan medical finish up in West Newbury, the Governor's office has put out a color-coded map with vaccine sites, February 1, 2021 will open up next phase, seventy-five new cases in the last 11 days here in Town, Town is still in the red.

Chief Mitchell spoke on the Fire Department and said they are holding their own at this time and have plenty of PPE. Lt. Scott Hatch spoke on waiting to find out what FEMA and MEMA will pay for regarding equipment, more news to follow.

G. Fowler was wondering what adverse reactions from receiving the vaccine are, D. Rogers spoke of a sore arm for the first few days, slight fever possibly headache normally side affects of the second shot,

NEW BUSINESS:

Request and discussion from Chief Mitchell from the Georgetown Fire Department on ambulance service rates: Chief Mitchell spoke on the proposed 3% increase -to the Basic Life & Advanced Life services,

D. Dawes asked how the tread looks -same each year per Chief Mitchel, and the number of calls over a year, Chief answered over a year about 60% EMS calls-1200 this year from last year. D. Dawes asked if the ambulance companies are in the red-Chief Mitchell said it was the cost of doing business, pay raises, cost of maintenance on trucks, trying to stay competitive.

P. Kershaw asked if the cost was a monthly payment -Chief Mitchel Responded no it is per response. P. Kershaw inquired about the consultant proposed to have increases every year, M. Farrell will send the report from the Chief on the consultant to him.

AMBULANCE RATE INCREASE:

Chief Mitchell spoke on the following suggested rate increases.

BLS emergency Rate from \$1456.00 to \$1500.00 (\$44.00 increase)

ALS emergency rate from \$2287.00 to \$2300.00 (\$13.00 Increase)

G. Fowler moved to approved the proposed rates given by Chief Mitchell, seconded by D. Dawes. Roll call vote was taken all in unanimously in favor.

Chief Mitchell spoke of Regional Grant for portable radios, Grant for Aerie Engine 4 -long shot on receiving grant, Estimated arrival on radios from Motorola backed ordered possible 3 weeks longer.

D, Dawes asked about a previous grant for the portable radios-Chief Mitchell replied they were not successful on that grant-Received a donation of \$7500. 00 for dual band radios-Engine 4 has no radios.

OLD BUSINESS:

G. Fowler asked about opening the warrant for this year, M. Farrell doesn't recall opening in the month of February, will not hurt to wait till the next meeting to open the Town warrant. there.

POLICY AND PROCEDURE MANUAL DISCUSSION:

G. Fowler asked that it be a separate working meeting. D. Twiss thinks starting the dialogue we can do a workshop in the future -at least take some detailed notes -garys thoughts on paper – need to have the procedure and policy manual cleaned up.

G Fowler not proposing any changes at this time. G. Fowler suggest that new selectman get a copy and the current board members receive a copy so that everyone is on the same page, suggested every time there is a change the policy should be dated & signed. New Committees was suggested to be added to the manual.

D. Twiss suggested every time we have new election it should be signed, when the board changes and there is someone new, we should be sitting down and going over the manual, good opportunity to keep the document fresh.

D. Twiss will start to look at date to have a work shop.

D. Twiss suggested sitting with new Selectman and have them read the manual, good opportunity to keep the manual fresh.

G. Fowler spoke just working together as a Board, Procedures and Policy Manual should be dated and signed when changes are made, signed and on record with a report date, and with that being done we will know the latest revision.

G. Fowler spoke on the following on his thoughts / suggestion regarding the Procedure & Policy Manual, has highlighted items that have gone awry but not under D. Twiss time.

Page 3-two full paragraph above Standard of Conducts -read allowed -communication -when one is doing something, we all should know about it.

Page 6-under Power and Duties -2nd paragraph –read aloud -highlighted-not easy to, doesn't feel we follow this very well.

Page 11-section H1-Responsibility, agendas most times are fine, feels not easy to get something on the agenda in the past, present makeup of the current board goes smoothly.

D. Twiss doesn't like to be surprised as it relates to agenda, wants to be able to review packet and have the Board add any comments and or concerns, trying to be transparent with the agenda, spoke of some items that might have to be pushed to another agenda date, nothing personnel, would like the agenda to be approved on Wednesdays going forward, the Town doesn't know what we are working on, misconception of what we actually do , getting information out there to educate so the community / residents know what their taxes are paying for, not going to say no to an agenda item but sometime things need to be moved, does not want to make a habit of late night meeting -we are a volunteer group and addressing the agenda items are important, managing the agenda does not want to feel rushed, on the job training for new Selectman.

D. Dawes suggested the manual be updated to include a committee that was appointed a few years (Substance Abuse Advisory Committee) change some items on the manual like the time to complete meeting minutes reasonable time -needs clarification, email communication needs to be added, interested in a workshop.

OLD BUSINESS: Joint Purchasing agreement discussion / Health Insurance-Ken Lombardi and Kevin Paicos spoke on the following regarding a meeting with employees and Unions:

- *Respectful meeting*
- *Reimbursement*
- *Premium savings*
- *Tax Shelter*
- *Tax reimbursement Plan*
- *Three-year agreements*
- *HRA payouts*
- *Premium Holiday credits*

P. Kershaw thinks the concept is a great idea, if another community joins in the future there will be more to save in the future, inquired on what the next steps are for other communities to join -next three concrete steps that need to happen. -Next step Authorization Letter.

D. Dawes asked about the HRA and what if the Town happens to not have the funds to pay-two ways to handle but the Town is responsible for payment, inquired about the three-year limitation which is only allowed by statute. Employees to get the best health care and to save money that's what we strive for. we should move on and follow the process.

G. Fowler stated to keep moving forward-if employees are interested -keeping everyone happy. Next step would be to look at the claims after the authorization letter is given.

Lt. Scott Hatch spoke on behalf of the Police Union and they were skeptical set the beginning and thought they had to make a decision now having more information for now benefits everyone.

D. Dawes moved to accept our claims with an authorization letter to be sent to MIA, seconded by G. Fowler. Roll call vote was taken all unanimously in favor.

D. Twiss spoke briefly on the union meeting and the informational session that had taken place.

D. Twiss thanked D. Dawes and G. Fowler for dealing with Insurance in the past-Not one cookie cutter model -not everyone fits in the same shoe.

D. Twiss thanked Lt. Scott Hatch for being in attendance and appreciates his input.

Discussion was tabled till next meeting.

PR UPDATE:

M. Farrell spoke on the \$6k cost and what the Town would be receiving for this fee, 72 press releases per year, notices of projects and emergency notices, not inclusive of the Police & Fire Departments fee of \$200 a month for services, no budgeted line item for this expense,

G. Fowler asked what is the real cost being paid does the other fees of \$200.00 from the Board of Health -and Fire & police Department of their cost of \$200.00. no, do the other cost of \$200.00 from the BOH and police and fire

Find out if they are charging the fees or is nit not including in the new fees

G. Fowler asked who would be using this service-Recreation, Zoning, suggested to wait till next year's budget and should we send to the Finance Committee with this.

M. Farrell stated this money will have to come out of the Reserve Fund. No line items for press releases, not sure where this would fit in the budget.

P. Kershaw asked for these figures to be put in a spread sheet-clear pluses and minuses, side by side comparison, doesn't wasn't to be misled and does not want to make a decision and lose money. Where is the saving -real money -have the data at the next meeting?

TOWN ADMINISTRATORS REPORT:

Town Administrator, Mike Farrell spoke on the following:

- *Vacancy positions at Town Hall*
- *Treasurer Collectors last day is February 3, 2021*
- *Meeting with a Financial Consultant*
- *Training of the Assistant Treasurer*

Discussion took place of the current vacancy of a Wire Inspector Position & Building Inspector Position. M. Farrell gave his recommendation for both positions.

D. Twiss inquired if these two open positions are posted on the Towns Website, it was suggested a new tab be added to the website for new job opportunities.

P. Kershaw moved to allow M. Farrell to offer a letter of appointment for the position of Building Inspector, seconded by D. Dawes. Roll call vote was taken all in favor.

P. Kershaw moved to allow M. Farrell to offer a letter of appointment to the position of Wire Inspector, seconded by G. Fowler.

SELECTMAN'S TIME:

P. Kershaw asked about any updates on National Avenue, suggested to get back together with that group and start the chatting again.

G. Fowler spoke on upcoming meeting with the preservation committee, and an upcoming Traffic Study Committee which will be addressing a request for a 15 parking spot requests.

WARRANT AND MINUTES:

D. Dawes moved to approve the meeting minutes from December 21, 2020 as presented, seconded by G. Fowler. The Board voted unanimously on a roll call vote.

NEXT MEETING:

February 8, 2021

ADJOURNMENT:

G. Fowler moved to adjourn with P. Kershaw moved to seconded the motion. The Board voted unanimously on a roll call vote.

Meeting adjourned at 9 30 PM. Minutes transcribed by Maureen Shultz

Documents used in the meeting: Meeting Minutes from 12/21/2020

Procedures & Policy Manual