

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

Ph. (978) 352-5755 □ Fax (978) 352-5727

BOARD OF SELECTMEN MEETING MINUTES

Memorial Town Hall

6/11/18

6PM & 6:30PM Executive Session, 2nd floor meeting room

7:00PM-General Meeting~3rd floor meeting room, Town Hall

Selectmen Present: Joseph Bonavita, Chairman; Steven Sadler, Clerk; Douglas W. Dawes, Gary C. Fowler, and Charles Durney

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

Absent:

6:00PM & 6:30PM EXECUTIVE SESSION

(3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body and the

Chair so declares...

(7) To comply with the provisions of any general or special law or Federal grant-in-aid requirements;

7:00PM Call to order

Invocation-Douglas W. Dawes

Pledge of Allegiance

Mr. Bonavita and the board sent their congratulations to all the recent High School Graduates.

OLD BUSINESS

Turning Leaf Street Acceptance-Deed

Attorney Jill Mann to be present

Ms. Mann explained the process that they went through to get to this Subdivision and streets approved. She stated that the streets were approved at the May 7, 2018 annual town meeting.

Ms. Mann stated that she would record the deed and forward a copy to the town.

Mr. Dawes moved per town meeting vote to accept the deed for the Turning Leaf Subdivision streets, Lisa Lane, Vineyard Lane and Grapevine Circle. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

American Legion Park Concerts Traffic-Jill Benas to be present

Ms. Benas stated that she spoke with Lt. Hatch to discuss traffic and they suggest making access from 3Pm-8Pm one-way from Prospect Street, to Lee Way, to Pentucket Ave for the concerts.

She stated that they will do this for every concert.

Mr. Dawes moved to accept the traffic flow plan for the summer concerts at American Legion park as recommended by Lt. Hatch and presented by Jill Benas to have One-Way

from Prospect Street, to Lee Way, to Pentucket Ave. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

NEW BUSINESS

Infused Cannabis Beverage Manufacturing Discussion

Eric Rogers, Troy Brosnan, co-founders of TINC were present and spoke

Mr. Bonavita stated that the product is unique and asked for some information.

Mr. Rogers stated that they both work in marketing and with the new product and with that smoking is not the best option they are working on beverages. He explained the social part of having drinks is where there they are going. He stated that edibles have the wait factor of 2 hours for any effect and want to shorten that time. He stated that they have young kids and do not want to promote gummy bears and brownies.

Mr. Bonavita asked how they came up with the name.

Mr. Rogers explained that tincture is where TINC came from. He stated that they will have their own extraction lab and beverage company. He stated that they want to produce a ready to drink product in line with the State with responsible consumption. He stated that they will also sell vaporizer cartridges. He stated that they will start out with sparkling water, unsweetened tea, and cold brew coffee. He stated that their product will be recreational but can service both markets of medical.

Mr. Dawes stated that they will just be manufacturing in town.

Mr. Rogers stated yes just manufacturing in town, eventually up to 12 employees, and no signage. Mr. Dawes asked about a CBD product. Mr. Rogers explained that they will have some eventually and explained it is opposite of THC. He stated they are moving away from high sugar products. He explained where they are looking to get their supply from.

Mr. Dawes stated that they are looking for a 10,000 sq. ft. building and he has heard that some large companies are looking into this business and hope they will not sell out. Mr. Rogers stated that this is their dream and do not plan to sell. Mr. Dawes stated that where are they with the State. Mr. Rogers stated that they need a community host agreement. He stated that they may lease and then build and move into the new building.

Mr. Sadler asked about other products. Mr. Rogers stated seasonal beverages with all natural ingredients and vaporizer cartridges. Mr. Sadler asked what his background with cannabis is.

Mr. Rogers stated they have traveled around the states and have been visiting labs and learning.

Mr. Sadler asked if they would have the same rules as Healthy Pharms. Mr. Rogers stated that they will be very controlled. Mr. Sadler asked about drinks with alcohol and cannabis. Mr.

Rogers stated that you cannot add cannabis to alcohol. Mr. Sadler asked if they would put that in host agreement. He asked in the appendix of the handout, is this what they will market. Mr. Rogers stated no this is what exists and they are looking at a more natural product and they will have a lower % of cannabis in their product. Mr. Rogers explained the labels that they must have on the product and want to move away from an appeal to youth.

Mr. Durney asked about space being 10,000 sq. ft. Mr. Rogers stated that they want room to grow and space for possible community use.

Mr. Fowler asked if will be using bottles or cans. Mr. Roger and Mr. Brosnan both stated cans.

Mr. Bonavita asked about employees. Mr. Rogers stated that they would start with 3-4 people and then 10-12 people. He stated that they want to be part of the community. Mr. Bonavita

stated he would like the host agreement to say that they will not be selling their product in town.

Mr. Rogers stated they do not plan to sell to the public. He stated that they will have a locked facility with cameras.

Mr. Farrell asked about proformas and if they would share. Mr. Rogers stated that they would share and have a draft host agreement to share. Mr. Farrell stated that once we have the draft we will send to our attorneys and could have for the June 25th meeting.

Mr. Sadler stated that he wants the town to do our due diligence for the town. Mr. Fowler stated he agrees and recommends we have Mr. Dawes and Mr. Farrell work with the company on the host agreement. He stated he is open minded to the business and wants to see the host agreement. Mr. Bonavita stated that he, Mr. Fowler, and Mr. Dawes, are open-minded to this business. Mr. Dawes stated that they need to hold a community meeting.

Light Department Update

Dave Schofield, Light Department Manager present

Peter Dion, Nicholas Lawler, Light Commissioners present.

Bob Watts, Rob Hoover, Planning Board members present.

Mr. Bonavita thanked the board members for coming in as he stated there is still some concern on the LED lighting in town. He stated that they wanted to have some discussion on lighting and stated that this will be the last time we get together on this issue. He stated that he told Mr. Hoover this is the last meeting to discuss the LED lights. Mr. Hoover stated that depending on how it goes this will be the last time for the Planning Board.

Mr. Dion stated the roadway lighting will be signed off by DOER soon and the roadway lighting and will be done. He stated decorative lighting and flood lighting has not been done.

Mr. Hoover thanked the board for the meeting. He explained what has been done and resolved some issues and explained some lantern lighting and what is happening. He stated that he has 3 issues. He stated that one is the 4K lights up North Street. He stated that he thought there would be no 4K in residential areas.

Mr. Schofield stated that they replaced the lights with in kind lights and described the lights in the area and that some lights may be a whiter light. Mr. Fowler stated that brighter lights were in some intersections. Mr. Schofield explained that there are some brighter lights used in intersections. Mr. Dion asked if any complaints from residents. Mr. Schofield stated no complaints. Mr. Bonavita stated that Mr. Hoover has had some concerns on the 4K for medical reasons. Mr. Hoover stated that if the light department can show a standard. Mr. Schofield stated a standard does not exist.

Mr. Sadler stated that Mr. Hoover does this for a living why can we not work together. He stated if we have an expert in the field why not working together. He stated that it is not a happy group and why not work together. Mr. Dion stated they do not see an issue and do not see a problem. Mr. Sadler stated is this the best lighting plan for this community. Mr. Schofield explained different lights that have been in town.

Mr. Hoover stated Chapter 3 in lighting bible is the health issue of lights and he stated there is a link with AMA Report.

Mr. Bonavita asked what the health hazards of these lights are. Mr. Hoover explained what happens. Mr. Fowler stated that we need to come up with a lighting masterplan. Mr. Dion stated that they can change some lights if needed. His concern is with the lanterns and decorative lamps in subdivisions. He stated going forward would like to have a standard and not sixteen different types.

Mr. Dawes stated a different approach to the downtown. He asked who owns the fixtures. Mr. Dion stated that town owns them.

Mr. Sadler went over the letter from the Planning Board and each point. Mr. Schofield stated that emergency services should also be involved.

Mr. Lawler volunteered to work with Mr. Hoover on the lighting.

Mr. Hoover gave a handout to the board on lighting and discussed the lanterns in Littles Hill and stated that have to find a lantern to replace these and match and then discuss new products. Mr. Schofield explained what they use and what was recommended by his engineer.

Mr. Hoover stated that his third issue is a lighting plan. He stated if they have anything new they would come back. Mr. Dion stated that they will work together.

Water Department Update

Nicholas Lawler, Stephen King, Jr., present.

Mr. Sadler congratulated Mr. King on his new position in Danvers.

Mr. Bonavita stated that the board wanted to have a conversation on what is happening at the water department.

Mr. Lawler apologized for not getting to the Town Meeting in time to present the water budget article. He stated that the water tank is under construction and will be done October 2018.

Discussion on the water flow. He discussed their wells and that they are looking to replace a well.

Mr. Fowler asked what area the well will be in. Mr. Lawler stated near West Street as they need to treat the water and that is where the treatment plant is. Mr. King stated that they had an engineer in to look at the wells. Mr. Lawler stated that they are always looking to approve operations.

Mr. Sadler asked if the Longhill tower will approve the water quality in this area in town. Mr. Lawler stated it may.

Mr. Bonavita asked if there is a solution. Mr. Lawler stated increase the treatment plant and replace water mains. Mr. Bonavita asked the cost. Mr. Lawler and Mr. King stated tens of millions.

Mr. Bonavita stated education to the public would be good.

Mr. Fowler asked if they saw the beverage company coming in and do we have enough water.

Mr. Lawler stated that they should be at the table with them. He stated that they have had a few different managers over the last few years. Mr. Bonavita asked how they are operating now.

Mr. King stated that they have hired a company to oversee operations.

Mr. Lawler stated that he works for a Light/Water Department in Littleton. He stated that because of synergy they could merge and serve the same customer base. He stated that they use the same billing company. He stated that the Water Department voted 3-0 to combine operations and had a warrant article for town meeting but held off for now. He stated that they had discussed this with the Light Department and they are not sure yet. Mr. Lawler stated that they need the BoS to be behind this. He explained the process. Mr. Dawes stated looking at 18 months to accomplish this.

Mr. Dion stated that they want to look into this to see if they support the merger.

Mr. Dawes asked if there will be some savings to the town. Mr. Lawler stated that there would be.

Mr. Sadler asked if they have looked into merging with Highway for a DPW. Mr. Lawler stated that they have not. Mr. Bonavita asked what does the day to day look like. Mr. Schofield stated it is operations and he has thought about it and it can be done.

Mr. Sadler stated that he would like them to look at different options. Mr. Lawler stated that they have looked at different options and are against privatization.

Mr. Farrell stated he has had a good working relation with a contract company. Mr. Lawler stated that the union contract does not allow contract operations. Mr. Farrell stated contract can be amended.

WARRANT and MINUTES

Minutes of May 21, 2018

Mr. Sadler moved to approve the minutes of May 21, 2018 with correction on page 2. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

CORRESPONDENCE

Resignation of Rae Ann Baldwin from the Conservation Commission

Mr. Bonavita thanked Ms. Baldwin for her time served on the Conservation Commission.

TOWN ADMINISTRATOR'S REPORT

Mr. Farrell stated that we had a very important meeting with Moody's last week and gave a hand out to the members. He stated that this was a rating meeting. He stated that wanted to do long term but MSBA has not closed out the School project and now they on the MSBA September meeting. He stated they are looking at temporary financing of \$7.3Mil and he explained all the bonding. He stated that the last bond rating was in 2014. He stated on Wednesday they will get our rating. He stated that they will be dropping our rating not by much and best hope is to get the same rating with a negative and next year work on issues. He stated our reserves have been going down and should be going up. Should be 5-10% of budget. He stated that we have to have policies or actions in place before next year. He explained that we have a policy with percentages and Moody's recommends a number. He stated he recommends putting \$100K to Stab Fund. He stated that the board could increase Snow & Ice by \$100K. He stated also they are serious about OPEB and that the board have a policy and put funds in every year. He stated that Moody's says they should be doing yearly overrides.

Mr. Bonavita stated that we have done a good job with our budget. Mr. Sadler asked if we could ask Mr. Farrell his recommendations. Mr. Farrell stated that the Schools are increasing at 4-5% a year which is not sustainable without an override. He stated that he told Moody's that they have to figure out how to use the marijuana funds.

Mr. Bonavita stated that we have an Economic Development committee that is working on some projects. He stated will have to work with the FinCom to work on the numbers.

Mr. Farrell stated that on the 25th we will have a few line item transfers. He stated that in Legal we budget \$80K and have had some labor issues and union contracts negotiated. He stated that ConCom did pay one \$4K bill on the ConCom investigation. He stated that we have had \$16K bills for GreenBridge and Healthy Pharms. He wanted to have them consider \$16K from the marijuana funds.

Mr. Fowler stated that we do not have a plan but the State has not given any direction on using the funds. Discussion

SELECTMEN'S REPORT

Town Administrator Review

Mr. Bonavita stated that he wants to have a brief discussion and at the end give Mike partial benefit and bonus. He explained the range they rated and that members did have different opinions. He stated if any comments we can discuss. He stated that communication stood out to him and a sticking point.

Mr. Dawes stated he has found the agenda inadequate and would like to have a paragraph on each item to know what they are voting on. He stated need to have a weekly update on what is happening in town hall.

Mr. Bonavita stated that discussions with departments could be updated.

Mr. Sadler stated that the board did not give Mr. Farrell long term goals and he stated he is pleased with communication. He stated Mr. Farrell returns calls and gets back to him when he asks for something. Mr. Bonavita stated grievances came down on him. He stated that Mr. Farrell did a substantial job on the budget. He stated he feels he had a good year.

Mr. Fowler stated he is disappointed on how we brought this together. He stated he would of liked to of had a workshop. Mr. Dawes stated this was supposed to have been done in January and the board should start in November.

Mr. Sadler moved to give Mr. Farrell a \$1000 deferred income bonus for FY19. Mr. Bonavita seconded the motion. Discussion

The motion was approved by a 4-0 vote. Mr. Durney abstained.

APPOINTMENTS and APPROVALS

FY19 Appointments

Mr. Dawes moved to appoint *Carl Shreder* and *Tom Howland* to the *Conservation Commission* term to expire June 30, 2021. Mr. Sadler seconded the motion and the motion was approved by a 5-0 vote.

Mr. Dawes moved to reappoint Donald Cudmore, Police Chief *Emergency Management Director*; Fred A. Mitchell Jr., Fire Chief, Lt. Scott Hatch and Dean Julien as Assistant Directors; Peter Durkee, Highway Surveyor, Deborah Rogers, Health Agent as *Team Members*; Donald Cudmore, Police Chief as *Emergency Response Coordinator* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint Donald Cudmore, Police Chief *FEMA Director*; Fred A. Mitchell Jr., Fire Chief and Lt. Scott Hatch as *Team Members* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler moved to appoint *Wayne Snow* and *James Lacey* to the *Economic Development Committee* term to expire June 30, 2020. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint *Michael Farrell* as the *Finance Director* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Fred A. Mitchell Jr., Fire Chief* as the *Forest Warden* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint *Fred A. Mitchell Jr., Fire Chief* as the *Hazardous Materials Coordinator* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint *Deborah Rogers, BoH Agent; Steven Przyjemski, ConCom Agent; John Cashell, Town Planner; Peter Durkee, Highway Surveyor; Donald Cudmore, Police Chief, Fred A. Mitchell, Jr., Fire Chief; David Schofield, Light Manager; and Michael Farrell, Town Administrator; Bruce Trumbul, Interim Water Manager to the Hazard Mitigation Planning Committee* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint *Philip Trapani and Derek Richards* to the *Historical Commission* term to expire June 30, 2021. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint *Donald Cudmore, Police Chief; Lt. Scott Hatch; Det. Sgt. Rodden; Sgt. Defeo; Sgt. Jones; Det. Carapellucci* as *Liquor License Agents to the Selectmen* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint *John Cashell, Town Planner* as the *Merrimack Valley Planning Commission Representative* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint *Donald Cudmore, Police Chief; Peter Durkee, Highway Surveyor; Les Godin, Building Dept.; Deborah Rogers, Health Agent; and Fred A. Mitchell, Jr., Fire Chief* as *Mobile Food Vendor Committee* term to expire June 30, 2019. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint *Deborah Rogers, Health Agent* as the *N. E. Mosquito Control, Mosquito Larviciding and Spraying Representative* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to reappoint *Ann Gill, Treasurer; Mary McMenemy, Town Accountant; Joseph Bonavita, Chair BoS; Ed Dobie, Chair FinCom; Michael Farrell, Town Administrator* as the "*OPEB*" *Other Post-Employment Benefits Trust Fund Trustees* term to expire June

30, 2019. Mr. Sadler seconded the motion and the motion was approved by a 4-0 vote. Mr. Bonavita abstained.

Mr. Dawes moved to reappoint *Chris Ruest, James DiMento, David Schauer, Al Kitchin, and John Dunlevy* to the *Park & Recreation Commission* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a 4-0 vote. Mr. Bonavita abstained.

Mr. Dawes moved to appoint *Lt. Scott Hatch, Patrol Sergeant Kevin M. DeFeo and Derek Jones, Detective Sergeant James Rodden, Detective Matthew Carapelluci, Patrolman Phillip Klibansky, Joanne Morrissey, Henry Ofshefsky, David Rosquete, Heather Lefebve, Taylor A. Ford, and Laura Britton* term to expire June 30, 2021. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Mark Anderson, Tyler Dechene, Joanne Vallone, Dean A. Julien, Jason Pugliese, Marc Gagnon, Gregory Levesque, Nivaldo Rodriques, Jay Martel, Peter Neu, Tyler Skane, Philip Sepe and Jeffrey French* as *Reserve Police Officers* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Derek Jones* as *Animal Control Officer*; *Dean A. Julien and Reed Wilson* as *Assistant Animal Control Officers*; *Donald Cudmore, Police Chief* as a *Constable*; *Donald Cudmore, Police Chief, Harbormaster*; *Tyler Dechene and Jeffrey French* as *Assistant Harbormasters*; *George Comiskey, Joseph L. Bouchard, and Larry Mintz* as *School Crossing Guards* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

July 5th/Town Hall

Mr. Farrell stated staff asked about closing the town hall on Thursday, July 5th. He stated we are closed Wednesday, July 4th and Friday, July 6th. He stated staff will use a floating holiday for the 5th. He stated that this is typically a very quiet week. Mr. Bonavita stated okay just put on sign and website.

NEXT MEETING

Monday, June 25, 2018 at 7:00PM, 3rd floor meeting room, Town Hall

ADJOURNMENT

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

Meeting adjourned at 10:30 PM.

Minutes transcribed by J. Pantano

Minutes approved July 16, 2018

BoS Minutes
June 11, 2018

Documents used in this meeting:

- Minutes of May 21, 2018
- Resignation of Rae Ann Baldwin from the Conservation Commission.
- Turning Leaf Street Acceptance-Deed
- Water Department Update
- Light Department Update
- American Legion Park Concerts Traffic-Jill Benas to be present
- Town Administrator Review
- FY19 Appointments