

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

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BOARD OF SELECTMEN MEETING MINUTES-**DRAFT**

09/27/2021

7:00PM-General Meeting

Selectmen Present: *Douglas Dawes, Chair, Vice Chair Peter Kershaw, Amy E. Smith, D. Twiss and Gary Fowler attending remotely by phone.*

Others Present: *Michael Farrell, Town Administrator, Maureen Shultz, Administrative Assistant*

6:00PM Call to order

Pledge of Allegiance Douglas W. Dawes.

Invocation: Douglas. W. Dawes.

D. Dawes motioned to open the Board of Selectman meeting, seconded by P. Kershaw. Roll call vote was taken all in favor.

NEW BUSINESS:

Dave Schofield & Joe Bonavita spoke on a request from the Town for the Holiday Committee for holiday lights/ question was asked if there is a line-item in the budget , looking for mechanism for funding, spoke on holiday wreaths, fundraising, running out of live trees, commercial grade trees can be very expensive, candy canes on poles, illuminating the Down Town area for years to come, Light Department can help put up lights and take them down, asking the Town for some help, will take no more than fours years to get a complete inventory to use for years to come.

J. Bonavita spoke about taking baby steps to expand each year, people are struggling during this time of the year. Schools in Town will participate with Chorus & Carolers.

A tree will be needed for next season, trees for next year can be ordered ahead of time in February which will come with discounts at this time of ordering, Light Department can store inventory for now, gesture like this will be great for the residents.

D. Dawes asked M. Farrell, Town Administrator if the Town has a donation account and is it a permanent account for holiday events.

M. Farrell, Town Administrator stated there is money in Holiday Account but does not know the current balance.

D. Dawes asked if there is any money in this year's budget. M. Farrell, Town Administrator stated there is no current line items

D. Dawes suggest the Town needs a line item in the budget possibly the Selectman's Budget for Holiday events and said it will have to be in the spring town meeting /budget.

D. Dawes spoke on groups that are looking to partner with the town suggested the Holiday Committee speak with them.

D. Twiss spoke about last year not being able to have an event, makes you feel better seeing the lights and is in support of this Board, request for \$11,000. 00 is not a huge request. Events in the past have been great and makes you feel great, in support of this Board.

A. Smith loved the ideas, asked if there is anything coming down the pike, adopt a wreath was suggested.

G. Fowler (remote phone call) stated he was ok with it, suggested looking into this year's Fiscal Recovery Funds that has an Economic Impact to promote a healthy childhood environment if we choose to use the funding for this.

D. Twiss asked M. Farrell, Town Administrator to found out the balance in the donation account that was spoken of earlier.

D. Dawes thinks the whole community should be involved in the Holiday Season.

D. Dawes suggested asking businesses for donations and suggested maybe some donation from the Host Agreement / Healthy Farms in Town -many want to participate in the community events, many organizations that may want to help and donate.

P. Kershaw asked what does a live tree cost-all in favor, where is the tree going to be stored was asked.

D. Schofield appreciated all the ideas.

GYCC update:

Director of the Georgetown Youth Community Center, Erin Duggan spoke on the past & present events and programs taking place this year/ event this year.

- Vibrant Community Center / Thriving Summer & Fall.*
- Event to be held at Camp Dennison on October 23, 2021-Fundraiser Evert, BBQ, Wine Tasting, Adults only, -results from Georgetown -kids didn't feel heard -came to the table - logo, the space,*
- Asking for private donations -continuing with fundraising*
- 40 Development Assess -from each community -how do the kids feel.*
- Three part time staff members, group continues to grow, Youth Leaders.*
- 10-week program in the summer*
- Membership fees were spoken of, Pick-up Basketball held on Friday nights.*
- 4th and 5th graders want to join.*
- Possible Board of Selectman meeting to be held at the Recreation Center in the future.*
- Georgetown Coalition- received monies from them.*
- New possible mountain biking*
- Asking families for membership dues*
- Nominated from the Women Business League -non- profit for the year*
- Asking for more staff.*
- Possible meeting in the future for the Board of selectman to have a meeting,*

P. Kershaw expressed a great job being done and the program speaks volumes.

D. Dawes asked if there has been an increase in participants – Erin Duggan replied yes but they don't have enough staff hours currently.

D. Twiss stated his 12-year-old daughter is involved in the Leadership program at the GYCC.

October 23rd Fundraiser Fall Fest/ at Camp Dennison there will be a Band and BBQ @ 7:30PM

Community collaboration meeting will be held on October 26, 2021 at 6PM at the Recreation Center @ 7PM all departments are invited including Town Clergy.

VOTES BY THE:

D. Twiss motioned the Board to accept the amended separation agreement for M. Farrell, Town Administrator including release of all claims with the Town of Georgetown, agreement to be extended to November 24, 2021, seconded by P. Kershaw. Roll call vote was taken all in favor.

MUNICIPAL HEARING OFFICER / APPOINTMENT:

- *Acting Chief Savage requested the Board to appoint a Municipal Hearing Officer and spoke on the following: Lt. Brian Belfiore.*
- *The State provides a hearing officer at no cost to the Town*
- *Improve and enhance fire prevention services -spoke on the fatal fire in 2003- Station Nightclub Fire in Rhode Island.*
- *Reports came out it showed fire code violations.*
- *Code Enforcement /Local Towns the ability to to to enforce the fire codes on their own - act their own Code Enforcement instead of involving the State*
- *Legislation 148A -Code Enforcement Officer.*
- *Partial hearing Officer- Essex County Fire Association provides that service at no charge.*
- *Town can enforce fines.*
- *Municipal hearing Officer is the able to enforce codes*
- *Two examples were give -Retail spaces and West Main Street, three story building new owner ignoring Fire Department -on going issue.*
- *Fire prevention & Inspection*
- *Code enforcements were spoken of.*

G. Fowler inquired about Legislation 148A.

D. Dawes spoke on that the Fire Department needs to be able to enforce these codes.

M. Farrell, Town Administrator spoke on a current MOU which was suggested to be in place by Town Council.

D. Dawes asked if there was a MOU in place.

Lt. Brian Belfiore replied that there is a current letter from the state on the appointment of a Municipal Hearing Officer. M. Farrell, Town Administrator stated that serves as a MOU.

D. Twiss motioned the Board to adopt Mas General Law Chapter 148A subject to the MOU and the appointment of Lt. Brian Belfiore as the Municipal Hearing Officer for the Town of Georgetown, seconded by P. Kershaw. Roll call vote was taken all in favor. G. Fowler by phone.

D. Twiss asked what would be a time frame for each individual violation.

G. Fowler asked if the Board of Selectman should be approving this or should it got to Town Meeting, spoke of a past experience many years ago with scheduling an inspection back in around the year 2003-2005 not a great experience, asked if fines would be given out.

SELECTMAN'S TIME:

P. Kershaw deferred to M. Farrell on legally disbanding the Affordable Housing Task Force due to language of the Board, no current members, and the possibility of appointing the current members of the Affordable Housing Trust to the Housing Task Force. M. Farrell gave the legal opinion, there was talk about disbanding, deed riders for affordable housing units, Planning Board was involved in the past, The Board will revisit at a later date.

APPOINTMENT:

D. Twiss motioned the Board to appoint Timothy Ruh to the Affordable Housing Trust for a two (2) year term, seconded by P. Kershaw. Roll call vote was taken all in favor.

NEW BUSINESS

D. Dawes informed and read aloud to the Board a letter he has written and signed on behalf of the town and the board of selectman to the town of Newbury regarding the Larkin Road bridge located in Newbury, Mass. The letter was read aloud by D. Dawes.

D. Twiss stated the Board did not make the decision to open the bridge it was part of a permit that was given by the Planning Board and lies also between the developer of that project, supports with public Safety which has stated having the bridge open is a lifesaving mechanism.

P. Kershaw agrees with D. Twiss statement, and stated for the sake of the resident hopefully larger trucks can be limited larger on both sides of the road, agrees with public safety.

A. Smith hoping for positive contribution we could make regarding heavy traffic.

G. Flower is not in favor of closing any roads in or out of Town, caution restricting vehicle for no reason, in support of the letter.

D. Dawes has no authority if the bridge is open or closed.

D. Twiss asked if the letter was already sent, no the letter has not been sent, per D. Dawes.

G. Fowler spoke on separate process cannot just hang up signs

G. Fowler motioned the Board to allow Chairperson D. Dawes to write and sign the letter on behalf of the Town, seconded by P. Kershaw. Roll call votes all in favor. D. Twiss suggest some grammatical changes.

OLD BUSINESS:

Special /Fall Town Meeting discussion:

D. Dawes stated there is not enough business to have a Town Meeting especially since we are hiring a new Town Administrator. No Vote needed to be taken.

TOWN ADMINISTRATORS REPORT:

- *ARPA update -should be a priority list before Thanksgiving.*
- *Guidance on ARPA never came to the Town.*
- *Double checking with the Towns legal team.*
- *Finance Committee -Needs to meet on this.*
- *Cares program disorganized*
- *Public sector revenue /*
- *Treasury Department does allow for use of \$2.1 in loss revenue, / very generous in this category/ can be used under Government Services.,*

Department Meeting went over the Guidelines, asked based on categories (6) of them to justify a project utilizing the ARPA fund.

\$1.3 million already have in hand, the other half of the funding coming June of 2022.

Project submittals are due October 1st, 2021 (first round) will submit to the Finance Advisory Committee for review.

G. Fowler stated the Finance Advisory Committee is a as needed Board. (Regarding meeting schedules)

G. Fowler noted that the Town got the approval to take money from ARPA but doesn't mean the Town had to use it-caution against taking money out of the stabilization fund.

D. Twiss asked about the process, Department Heads submit their request to the Finance Advisory Committee and then the final decision will be made by the Board of Selectman to approve.

G. Fowler spoke on the budget making-stabilization fund -balance budget by removing money that we only do as a last minute, caution about taking money out.

D, Twiss asked when did we receive the money was it before Town Meeting, \$197K (prior to ARPA Funds) was taken from stabilization fund to balance the budget.

D. Dawes requested on behalf of G. Fowler to check with Town Council if taking funding out of the stabilization fund to balance is it going to affect us in the administrator of ARPA funds, M. Farrell, Town Administrator suggested to us the Town Auditors for an answer.

SELECTMANS TIME:

D. Twiss spoke on Fire Chief finalist, twenty-two applicants in total, eight finalist-deadline is October 4, 2021. Essay questions were given to the finalist.

G. Fowler informed the Board there will be scheduling a Traffic Study Meeting in the future.

P. Kershaw spoke in his standard meeting regarding National Ave with Departments, making progress.

A. Smith spoke on Cable Public Hearings that will take place soon and the future of Hybrid Meetings. Searching personnel Boards.

D. Dawes went over the timeline and process for a New Town Administrator, ten applicants as of this meeting, essay questions will be given to candidates, telephone interviews, Board will interview finalist in public meeting gave appreciation to M. Farrell, Town Administrator for staying on longer as the current Town Administrator.

ADJOURNMENT:

D. Twiss moved a motion to adjourn with P. Kershaw moved to second the motion. The Board voted unanimously on a roll call vote. Meeting adjourned at 8:30 PM.