

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

2/13/17

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

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

Others Present: Janet Pantano, Administrative Assistant

Absent: Michael Farrell, Town Administrator

7:00PM Call to order

Invocation-Douglas W. Dawes

Pledge of Allegiance

BOARD BUSINESS

Chief Cudmore stated he had the roofs of the schools, town buildings and Trestle Way checked after the snow storm. He stated there were no issues with any buildings.

Chief Cudmore stated that the Police Department has received a grant for GPS equipment and a prescription medicine box.

APPOINTMENTS and APPROVALS

Chief Cudmore stated he had a Declaration of Surplus property for a police vehicle to be approved. He explained the process he uses to surplus vehicles.

Mr. Dawes moved to approve the *surplus of the Police Department 2006 Ford Sedan*. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Chief Cudmore stated he had three Reserve Police Officers to recommend to the board for appointment. Chief Cudmore stated that he has Gregory Levesque, Jacob Fitzgerald, and Marc Gagnon here to be appointed.

Chief Cudmore introduced Mr. Fitzgerald and gave some background information.

Mr. Dawes moved to approve the *appointment of Jacob Fitzgerald as a reserve officer term to expire June 30, 2017*. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Chief Cudmore introduced Mr. Gagnon and gave some background information.

Mr. Dawes moved to approve the *appointment of Marc Gagnon as a reserve officer term to expire June 30, 2017*. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Chief Cudmore introduced Mr. Levesque and gave some background information.

Mr. Dawes moved to approve the *appointment of Gregory Levesque as a reserve officer term to expire June 30, 2017*. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

WARRANT and MINUTES

Minutes October 17, 2016, Minutes of September 26, 2016, Minutes November 7, 2016

Mr. Dawes moved to approve the *minutes of October 17, 2016 as corrected*. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler moved to approve the *minutes of September 26, 2016*. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler moved to approve the *minutes of November 7, 2016*. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote. One abstention

CORRESPONDENCE

Letter from the Town Clerk on the resignation of Ed DesJardins from the Historical Commission

Mr. Surface stated that the town thanks Mr. DesJardins for his service to the town. Mr. DesJardins stated he has enjoyed working for the town and saving some history. Mr. Surface read a proclamation from the town to Mr. DesJardins.

Introduction of Town Planner-John Cashell

Mr. Surface welcomed Mr. Cashell. Mr. Cashell gave some background information on himself and stated he is looking forward to working in Georgetown.

Request for 6 One-Day Liquor Licenses for Summer Concerts Jill Benas to be present

Joe Soucy was present to request the licenses and gave some information on the concerts and Ipswich Brewing Co. who he stated would be providing the alcohol.

Mr. Fowler asked if the concerts are still being funded through the Cultural Council. Mr. Soucy stated that they are working as an ad hoc committee. Mr. Dawes stated that in the past the committee sold tickets and there were only two drinks per person. Mr. Bonavita asked if there would be a Police presence. Mr. Soucy stated that the process will be the same as before and they will request an officer be present.

Mr. Surface asked that they come back to next meeting with the insurance information.

Community Substance Abuse Initiative

The board received two letters from Fire Chief Mitchell and School Committee member Pam Lundquist saying they would be interested in being appointed to the Substance Abuse Advisory Panel.

Mr. Dawes stated that the board negotiated with Healthy Pharms for a Substance Abuse Prevention donation. He stated he has been talking with the Police Chief on programs to use the funds.

Mr. Dawes stated that members of the committee would consist of the Fire Chief, Police Chief, School Superintendent, Ms. Lundquist, and himself. He requested that the board vote to create the panel and appoint members.

Mr. Dawes moved to create the *Substance Abuse Advisory Panel* reporting to the Board of Selectmen and to consist of 5 members: Fire Chief, Police Chief, School Superintendent, Selectman, and one citizen. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Douglas Dawes, Selectmen to the Substance Advisory Panel* to expire June 30, 2017. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Fred Mitchell, Fire Chief; Donald Cudmore, Police Chief; and Pam Lundquist, School Committee member as voting members and Carol Jacobs, Superintendent as a non-voting member to the Substance Advisory Panel* to expire June 30, 2017. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Flag Replacement & Cemetery Discussion-Phil Trapani

Mr. Trapani stated that there is not a plan to replace flags on town property. He stated that there have been donations and grants but there is not a budget for this. He stated that the Historical Commission requested funds through CPC but were denied as this is a maintenance issue. Mr. Trapani stated that they need about 15 flags at a cost of about \$1500. Mr. Surface asked if this should be under BoS budget.

Mr. Dawes stated that the Veterans' have joined to put up and maintain the flags on the light poles.

Mr. DesJardins stated that he wanted to put a plug in for CPC as they have given a lot of funds to the Historical Commission. Mr. Fowler stated it is the town to thank as they accepted the Community Preservation Act.

Mr. Sadler asked if they have looked at a fundraiser. Mr. Trapani stated that there is so much fundraising in town. Mr. Fowler stated that they should look at the group that oversees the parks or areas. Mr. Surface stated see what Mr. Farrell says. Fire Chief to inventory flags.

Cemetery

Mr. Trapani stated that it is on the books for a town to have a municipal cemetery. He stated that we have Union which is full and Harmony is privately owned. He stated he did not know how to proceed with this. Mr. Fowler stated that the South Byfield Cemetery has eight plots that are owned by the town. Mr. Surface stated that the town owns 8 graves at South Byfield Cemetery and how do we handle this. He stated that they are not sure if anyone is buried in them.

2-Minute Recess

Strategic Plan Update-Phil Trapani to be present

Mr. Trapani stated he wanted to give the board an update on the Strategic Plan. He updated the board on why the town is doing this. He stated he wanted to walk the board through what has happened in this process. He stated that the Plan was started in September of 2015, and he read a timeline of all the meetings. He explained the goals and how to achieve them and stated they are

asking the departments to come up with an action plan. He explained the next steps and how the Historical Commission worked on their goals. He stated each action item must have a time goal. He stated that the town must be clear with the public on the plan. He stated that he would like to have this done by Town Meeting in May.

Mr. Surface stated that Mr. Trapani has done a great job on this. He stated Economic Development can support the plan. He stated that there are four major areas for the Selectmen: Finance, Infrastructure, Town Services, and Communication.

He stated that there is a Goal Template to be filled out by the board. Mr. Trapani stated he will send out the list with who owns each goal.

Mr. Surface stated that this should be a workshop meeting.

Mr. Fowler stated that if Mr. Trapani could come to an Economic Development Committee to present some of this that would be great.

Mr. Trapani asked when the State of the Town would be held. Mr. Surface stated a date has not been set.

NEW BUSINESS

Nomination Papers available

Mr. Surface read the list of open elected positions and stated that papers due back by March 20th.

DHCD letter first right of refusal 201 Central St

Mr. Surface explained that the home is for sale at 201 Central Street and it is an affordable unit.

Mr. Bonavita asked how this works. Mr. Surface explained how the price is determined.

Mr. Fowler moved to allow Mr. Surface as Chair to sign the *first right of refusal* for an *affordable unit at 201 Central Street*. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

NE Mass Mosquito Control FY18 Budget

Mr. Surface asked if the board had reviewed the budget from NE Mass Mosquito Control.

Mr. Dawes moved to approve the *NE Mass Mosquito Control FY18 Budget* as presented. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

OLD BUSINESS

15-Minute Parking spot on West Main St. request from Traffic Committee

Mr. Surface read the description of spot: To create a 15 minute parking spot on West Main Street, heading West Bound, by the Pizza Factory from 9AM to 7PM. Starting at East Main Street at North Street, heading west, the 6th parking spot, would be the 15 minute parking spot, which would be in front of the last business in the block the Pizza Factory.

Mr. Fowler moved to approve the 15-Minute parking spot on West Main Street as described.

Mr. Bonavita stated how this will affect The Spot which does a lot of business. Mr. Fowler stated that there are other businesses in the area. Mr. Sadler asked what businesses are open until 7PM. He stated if only one business we can think of what is open for that business. Discussion

that there is a lot of take out at both restaurants. Mr. Dawes stated that some patrons of The Spot park at the Eagle Building and not sure if they have an arrangement. He stated he goes out around 7PM for dinner. Mr. Bonavita stated that they are creating this space for one business. Mr. Sadler asked how this problem came about. Mr. Fowler stated he brought it up as he has been contacted by residents requesting this. Mr. Sadler stated that there has not been a hearing or if they have not heard from the businesses then how do we know there is a problem. Mr. Surface stated that this is a request from the Committee Peter Durkee, Highway; Police Officer Defeo, and Mr. Fowler. Mr. Surface stated try for a while and see if there are any issues.

Mr. Dawes seconded the motion and the motion was approved by a 3-2 vote.

SELECTMEN'S REPORT

Town Administrator Action Plan

Mr. Surface stated that has everyone reviewed the action plan for the town administrator. He stated that the weekly report is working well. He stated that they have an obligation to give Mr. Farrell the 5-10 goals. Mr. Fowler stated that the score that Mr. Farrell received does not allow him to receive his bonus and a lot of the failure was because of the Board. He stated that the previous board let him do as he wants and this board wants to be more hands on. Mr. Surface explained how this was set up. Mr. Fowler stated if not all of it then a part of it.

Mr. Fowler stated 50% of the \$3500. Mr. Dawes stated that he agrees with Mr. Fowler. Mr. Surface stated he agrees. Mr. Bonavita stated that he is fully in support. Mr. Sadler stated he would like to think about this. Mr. Surface asked to have this on the next agenda.

TOWN ADMINISTRATOR'S REPORT

45 Central Street Update

Mr. Surface stated that the documents are all signed for 45 Central Street. Mr. Sadler stated that the P & S stated that the Title 5 is up to the buyer to be done. He stated that the seller stated it passed. Discussion on the septic. Mr. Surface stated that he wants to know the issue. The listing agent has listed that the septic has passed Title 5. Mr. Fowler asked what are the plans for this are we going to discuss. Mr. Dawes stated that there was a walk through with the Building Inspector and Fire Chief. Mr. Surface stated discuss with Mr. Farrell.

Senior Center Update

Mr. Surface stated that the new Senior Center has opened and the grand opening will be on Wednesday, February 15th.

APPOINTMENTS and APPROVALS

Request for Reappointment to Board of Registrars by Richard Boucher

Mr. Dawes moved to approve the appointment of Richard Boucher as a Board of Registrar term to expire March 31, 2020. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Request from the Building Inspector to appoint Carl Maglio as the Alternate Electrical Inspector
Mr. Bonavita moved to approve the appointment of Carl Maglio as an Alternate Electrical Inspector term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Request to appoint Shawn Magee to the Affordable Housing Trust

Mr. Dawes moved to approve the appointment *Shawn Magee to the Affordable Housing Trust* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

BOARD BUSINESS

Mr. Surface asked that the board have their BoS Goals and personal goals for the first meeting in March.

State of the Town

Mr. Surface stated the State of the Town will be held on March 20th at 6PM. Mr. Trapani stated that the State of the Town started in 2006 for the major boards as this is an opportunity for departments to present what they are doing.

Mr. Fowler asked that they notify residents that if anyone can shovel some fire hydrants after the last few storms that would help out the Fire Department.

Mr. Surface asked if Peter Durkee could come into the next meeting to report on Snow and Ice.

Mr. Bonavita asked where we are with Parks & Rec. Mr. Surface stated that the regulations are going to legal now. Mr. Bonavita asked where we are on the dog park.

Mr. Sadler stated had he attended the new boards first CATV meeting and it went well. He stated a shout out to Lyn and Louis who do a great job.

Mr. Surface asked where we are with the archiving. Mr. Sadler stated that it would not be with CATV.

NEXT MEETING

February 27, 2017 at 7PM, 3rd floor meeting room

ADJOURNMENT

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

Meeting adjourned at 9:25PM.

Minutes transcribed by J. Pantano.

Minutes approved June 12, 2017.

Documents used in this meeting:

- Minutes October 17, 2016
- Minutes of September 26, 2016
- Minutes November 7, 2016
- Letter from the Town Clerk on the resignation of Ed DesJardins from the Historical Commission
- DHCD letter first right of refusal 201 Central St

BoS Minutes
February 13, 2017

- NE Mass Mosquito Control FY18 Budget
- Community Substance Abuse Initiative
- 15-Minute Parking spot on West Main St. request from Traffic Committee
- Strategic Plan Update
- Town Administrator Action Plan
- Request for Reappointment to Board of Registrars by Richard Boucher
- Request to appoint Carl Maglio as the Alternate Electrical Inspector
- Request for 6 One-Day Liquor Licenses for Summer Concerts
- Request to appoint Shawn Magee to the Affordable Housing Trust