

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

2/24/2020

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

Selectmen Present: Joseph Bonavita, Chairman; Charles Durney, Clerk; Gary C. Fowler, and David J. Twiss

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

Absent: Douglas W. Dawes

7:00PM Call to order

Invocation-Gary C. Fowler

Pledge of Allegiance

NEW BUSINESS

Police Chief Bylaw change request & 25 MPH speed limit update

Police Chief Cudmore and Town Clerk Kerri McManus were present

Chief Cudmore stated that the Dog Licensing bylaw has not updated until 1991 and we have tried to keep the bylaw the same as the State. He stated that the town clerk will discuss fees. He explained changes and that the dates from April 1st to March 31st to January 1st to December 31st. He stated that in the last 15 years the Police Department has taken over the animal control. He stated that they are not concerned over collecting fees but they want to be sure animals are vaccinated and licensed.

Mr. Twiss asked about minimum age being 18 would anyone under 18 be grandfathered. Officer Jones stated that they have situations that a minor is gifted a pet, but the pet should be licensed under an adult. If there are late fees how do you collect from a minor.

Chief Cudmore stated he did not know if we would need a public hearing to make changes to the bylaw.

Ms. McManus stated the fees and will keep at \$15 for intact and \$10 for spayed or neutered and set late fee at \$25 after last day of February. She stated that she would like to add licensing to the Census form and when Census returned the license would be issued.

Chief Cudmore stated that we have a lot of dogs in town 1,500. He stated that they are trying to streamline the process.

Mr. Twiss asked if rabies certificate can be sent online. Ms. McManus stated that you can upload or take a picture and email in the certificate.

Mr. Bonavita stated that we will set a public hearing for next meeting.

Chief Cudmore gave an operational report to the board that he yearly gives to the FinCom.

Chief Cudmore stated that he wanted to update the board on the 25MPH speed limit. He stated that 49 towns have opted into this program. He explained the process and how under the Modernization Act we were able to do this. He stated that the town has changed 80 signs and the

30 signs entering town. He thanked his staff and the Highway Department for all their help. He stated that the speeding complaints have subsided and the traffic being slow has brought new complaints.

Mr. Bonavita stated that he has had some complaints and let residents know this was voted at the Annual Town Meeting.

Chief Cudmore stated that reducing the speed limit 5mph makes a difference as most drivers go 5mph over the limit. He stated that they have not given many tickets just warnings. He stated that they have tried to limit the number of signs and make the signs the same.

Mr. Bonavita stated that they are not giving out tickets now but when will they. Chief Cudmore stated now this is still a public notification and leaving up to his officers and looking at data on areas.

Mr. Twiss thanked the Chief for working on this and that it is a safety issue, he had a child hit on a bike in his neighborhood.

Chief Cudmore stated that there are areas in town that have been listed as 30 and should be 40. He stated that he has an officer working on this full time. Mr. Twiss stated that this is purely a safety issue. Chief Cudmore stated that he will not post a speed unless it is done legislatively. He stated that he is working with MVPC to post correctly.

Andrew Applegate, 4 Eagle Lane stated that he has lived in town for a long time. He asked for a copy of the warrant approving this law, the law, and town counsel opinion. He stated that some streets are not meant to be 25MPH.

Chief Cudmore explained the law and how and why signs are in certain areas. He stated that he has 15 trouble areas.

Mr. Applegate stated on North Street only street that has a plan with the State. Chief Cudmore stated that is not so and he has the documents. Mr. Fowler stated other main streets are State Roads and may be why there are not listed by the State.

Mr. Applegate asked for the Town Counsel opinion. Mr. Bonavita stated that this is an attorney client privilege document.

Mr. Fowler explained how the town opted into this plan. He stated that that this was how the town voted to go forward.

Mr. Twiss stated that this only made thickly settled areas 25mph.

Mr. Applegate had some questions for Chief Cudmore. Chief Cudmore answered his questions and suggested he contact him at the office for more information.

APPOINTMENTS and APPROVALS

Request for Flatbread Fiery 5K Run

Request for the 3rd Annual Laurie Condon Hodges 5K Run/Walk April 5, 2020

Ashley Steeves explained that she is here for both events and that the Laurie Condon Hodges Run is now on a Sunday. She stated that she will send the liability insurance before the events.

Mr. Twiss moved to approve the 4th Annual Flatbread Fiery 5K/Run on Friday, June 5, 2020 subject to liability insurance being submitted. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Twiss moved to approve the 3rd Annual Laurie Condon Hodges 5K Run/Walk on Sunday, April 5, 2020 subject to liability insurance being submitted. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Request for David Curley Memorial 5K Road Race.

Carol Meyer was present and explained the event.

Mr. Fowler asked about why not a road closure for this event as same route as Laurie Condon Hodges run. She stated that we may be have a smaller number of runners and if more she would contact police. Mr. Fowler stated that the Laurie Condon Hodges is 400+ and this one is 200.

Mr. Twiss moved to approve the David Curley Memorial 5K Road Race on Saturday, September 19, 2020 subject to liability insurance being submitted. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Request for the Ride to End Alzheimer's

Sara Trimble stated that this is their 24th year and explained the routes and that only the 100-mile route would be going through Georgetown. She explained the event and that she has already submitted the liability insurance information.

Mr. Twiss moved to approve the Annual Ride to End Alzheimer's Bike Event on Saturday June 6, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Autism Awareness Month-Tom Stewart to be present

Mr. Stewart stated that he wanted to start a dialogue with the town and wanted to see something done in town for Autism Awareness. He stated safety officers at the School will be wearing blue and the school is buying some books. He stated that he would like to see the town start a task force. He stated if the town could light the buildings blue, if possible.

Mr. Bonavita asked what other towns have done. Mr. Stewart stated he has some emails out, but does not have any information on what other towns do. He stated that maybe this year and just light up blue, start small. He gave his background with special education. He stated a task force would be a good start and the police officers are being trained in town on how to handle Autism. He stated that he likes to start small.

Mr. Bonavita asked how would be the best way to bring together a task force. Mr. Stewart stated he sees the task force composed of a member of the Police Department, Fire Department, Library, and parents. He stated that they would develop a plan to address Autism. He stated restaurants could have a low sensory evening.

Mr. Durney asked if SEPAC could put together a committee. Mr. Stewart stated that he thinks it would be better to come from the town. He stated that it is not about students, as adults also are dealing with autism.

Mr. Bonavita stated that one of the great things about this community is that they want to join in and help out. He asked Mr. Stewart to think about options for the town and come back with some ideas.

Mr. Bonavita stated that with other groups the board can put together a proclamation for Autism Month and Autism Awareness Day April 2, 2020. Mr. Stewart stated that would be great and a good start.

Mr. Twiss stated he would like to see what other towns are doing. Mr. Stewart stated he just wants a gesture to get awareness out.

Re-appointment of Building Inspector and Inspection services staff

Mr. Twiss moved to re-appoint *Les Godin* as Building Inspector/Zoning Enforcement Officer, *Glenn Clohec* as Alternate Building Inspector, *William Gianacoples* as Plumbing and Gas Inspector, *Stan Kulacz* as Alternate Plumbing Inspector, *Mark Unger* as Electrical Inspector/Inspector of Wires, and *Carl Maglio* as Alternate Electrical Inspector to expire March 31, 2021. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

WARRANT and MINUTES

Minutes of January 27 & February 10, 2020

Mr. Twiss moved to approve the minutes of January 27, 2020 with change that Mr. Durney was not present. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.

Mr. Twiss moved to approve the minutes of February 10, 2020. Mr. Fowler seconded the motion and the motion was not approved a 2-yes, 2-abstain vote.

OLD BUSINESS

Cyber Security Policies-to be adopted

Mr. Farrell stated that the board had the policies to review.

Mr. Bonavita stated that they have been waiting for Mr. Durney to review.

Mr. Durney stated that these are a good start and should be reviewed at a minimum yearly. He stated that he would like to see more detail in some sections. He stated that we have to make sure we are enforcing the rules, changing passwords, etc. He stated the School moved to Google email and that may be more secure and can we piggyback on that. Mr. Farrell stated that they give schools a deal and not the town. Mr. Durney stated he was prompted to change his password last week and then had an issue and there is no way to reset or to request a new password. He stated that the passwords should be reset more often. He stated that in the policies it is not clear on retention and what it is. Mr. Farrell stated that we have to archive for life. Mr. Durney stated that this has to be determined. He stated that email is just growing.

Mr. Twiss stated that we should review sooner than a year and he stated he has to change his password every 30 days. Mr. Bonavita stated as Mr. Farrell has stated we need a policy to enforce. Mr. Farrell stated that once we have a policy, we can have a training.

Discussion on emails and that they are public documents.

Mr. Twiss stated that he is okay with starting with this policy and to review more often.

Mr. Durney stated that this is a good policy just have to refine.

Mr. Bonavita stated less concerned with staff in this building but of board members. He stated that all town employees need to be trained.

Mr. Fowler stated that he would like to have a final copy at our March 9 meeting to approve.

Mr. Bonavita asked what are the absolute items that have to be in here and have these in the document so the board can vote at the March 9 meeting. He stated then Mr. Farrell can plan to start with training after March 9th.

*The Annual Town Meeting and Special Town Meeting Warrants for May 4, 2020 are closed
Annual Town Meeting Warrant*

Mr. Farrell went over the warrant.

He stated that the first change is to remove ATM20-16 Camp Denison placeholder as it is now included in ATM20-17 Amend General Bylaws, Chapter 121 to do with revolving funds.

He stated first 10 articles are yearly.

He stated first new articles are:

ATM 20-11 is from Town Clerk to do with counting Saturdays for elections, will get an explanation from Town Clerk

ATM 20-15 is from Treasurer on procedure for disposing of abandoned funds.

ATM 20-12 for Rail Trail and he explained that National Grid only has easements in Georgetown, and that is unusual and have to ask for easements and/or acquire. Discussion on liability. Mr. Fowler asked for more information from legal and for them to come in to a meeting. Mr. Bonavita stated that he does not want to have counsel come in for one question. He asked Mr. Farrell to ask counsel to explain by email.

ATM20-13 is CPC placeholders.

ATM 20-17 Street Acceptance he stated a placeholder and that there may be only one street acceptance for Long Hill Rd.

ATM20-18 is a placeholder for the Highway Department for a lease over 3 years for a Street Sweeper.

ATM20-19 this is the placeholder for the Dog Licensing bylaw changes. Mr. Farrell stated if we need a hearing it can be March 9th or 24th. Mr. Bonavita stated March 9th if possible.

ATM20-14 Mr. Farrell stated that this is a Planning Board and Affordable Housing Trust article and he does not know anything about this.

Mr. Twiss stated that he has an issue with this article and that it adds 12% to develop a lot and build a home. He explained why he feels this will not work. He asked for clarification of the article and when and if the public meeting will be held.

Mr. Bonavita asked about Articles 3-5, Stab Fund, Capital Fund and OPEB Trust Fund. He asked where are the funds to allocate to these funds. Mr. Farrell stated the board has a policy to take the funds from Free Cash with up to 25% to Stab, 25% to Capital, and 25% to OPEB but they also vote to keep \$300K in Free Cash after funding Snow & Ice. Mr. Bonavita stated that we should meet with FinCom to discuss. Mr. Farrell stated that the FinCom will meet in March to discuss budget. Mr. Bonavita stated that he would reach out to Mr. Dobie.

Special Town Meeting Warrant

Mr. Farrell went over the warrant and that there are only 2 articles right now.

Article 1 is for adjustments if needed.

Article 2 is for Snow & Ice, he stated that as of 2 weeks ago the deficit is \$54K and with no further storms will be under \$60K. He stated that Free Cash is at \$700K and the board wants to leave \$300K so that leaves \$400K. Mr. Farrell stated that they are still talking about SPED Stab Fund but have located a funding source. He stated that we have a Medicaid reimbursement that is for Special Ed and now goes into the general fund and it makes sense to redirect to SPED Stab Fund.

Mr. Bonavita stated that they still have to get CIP recommendations. Mr. Farrell stated that they have not yet made recommendations. He stated waiting to see how much will be available. Mr. Bonavita stated that he does not like that the Mission Funds go to the general Fund because if it goes away what do we do. Mr. Farrell stated that if we take out these funds we will be in further deficit.

Mr. Bonavita asked when does the School present their budget to FinCom. Mr. Farrell stated that they will present to the FinCom on Wednesday, February 26th. Mr. Bonavita asked when would be the next bond rating. Mr. Farrell stated that the next will be the Light Department if they rebuild.

ITEMS NOT REASONABLY ANTICIPATED BY THE CHAIR 48 HOURS IN ADVANCE OF THE MEETING

SELECTMEN'S REPORT

Review BoS Procedures, Policies, and Regulations

Mr. Bonavita stated that we will skip over this and wait for a full board.

Review BoS License and Permit Fees

Mr. Twiss stated that there should be a fee added for changes to a Liquor licenses.

Discussion on fees and how to increase.

Mr. Bonavita asked all to get their recommendations to Mr. Farrell to compile for next meeting.

Rowley Landing

Mr. Fowler asked if there was anything new on Rowley Landing. He stated that he and Jim DiMento would like to follow up. Mr. Farrell stated that he heard from the Shellfish Agent, but he has not heard from the Harbormaster Mr. DiMento. Board okay with this.

NEXT MEETING

Monday, March 9, 2020 at 7:00 PM, 3rd floor meeting room

ADJOURNMENT

Mr. Twiss moved to adjourn. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Meeting adjourned at 9:55PM.

Minutes transcribed by J. Pantano.

Minutes approved March 9, 2020.

Documents used in this meeting:

- Minutes of January 27 & February 10, 2020
- Police Chief Bylaw change
- Cyber Security Policies
- The Annual Town Meeting and Special Town Meeting Warrants for May 4, 2020
- Review BoS License and Permit Fees
- Review BoS Procedures, Policies, and Regulations

BoS Minutes
February 24, 2020

- Re-appointment of Building Inspector and Inspection services staff
- Request for the 3rd Annual Laurie Condon Hodges 5K Run/Walk April 5, 2020
- Request for Flatbread Fiery 5K Run
- Request for David Curley Memorial 5K Road Race.
- Request for the Ride to End Alzheimer's