

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
1/28/19
7:00PM-General Meeting~3rd floor meeting room, Town Hall

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

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

Absent:

7:00PM Call to order

Invocation-Douglas W. Dawes

Pledge of Allegiance

OLD BUSINESS

Recreational Fields Study Committee-Scope discussion & Contract approval

Jeff Moore and Scott MacDonald, Co-Chairs Recreational Fields Study Committee be present

Mr. Moore explained the committee and stated he understands the change that had to be made to the contract. He stated that one lot that they were going to look at was taken off the contract and another area was added.

Mr. Bonavita thanked the members for volunteering to be on the committee and stated that most members serve on other boards.

Mr. Moore explained why they are looking at current recreational fields and new fields. He explained the fields that we have and where we may put new fields. He stated that they are looking at the needs of the town and doing a needs assessment.

Mr. MacDonald stated looking to see if the town needs new fields and what is the most cost-effective way to go forward. Mr. Moore stated that they will look at West Street and see what needs to be done there to make playable and safe fields. He stated that the National Ave property was removed and what was added is the Penn Brook School and surrounding town owned area. He stated that the Open Space Committee is doing a trail linkage study and Peter Burns a board member is working on this and they will see how this will affect the fields.

Mr. MacDonald stated that they are getting field use needs from Schools, Park & Recreation, and GAA. He stated that Gale Assoc. gave them a tool to do this.

Mr. Moore stated that they have an updated contract to execute tonight with Gale Associates.

Mr. Bonavita asked the board if they had questions.

Mr. Sadler asked if maintenance is in the scope. Mr. MacDonald stated that the maintenance is included. Mr. Moore stated maintenance of West Street is also included.

Mr. Durney asked for a timeline. Mr. Moore stated that he has a schedule but it was from the original start date. He gave a copy to the board and stated that they feel the end of spring for a report. Mr. Bonavita asked the locations in the contract.

Mr. Moore stated at the M/H School upper fields, around Penn Brook School, Greenway parcels, and west of Martel Way.

Mr. Dawes stated at the Martel Way area they would need to obtain parcels and join some together. He asked about a running track at the M/H School as was discussed years ago. Mr. Moore stated that they will look at this and he stated that Mr. Zibel developed a track area for students use on his property.

Mr. Bonavita asked about the track and stated that adults would also use a track. He asked if they had input from adults. Mr. MacDonald stated nothing from adults at this time. He stated that anything they are doing is conceptual.

Mr. Farrell asked about the Penn Brook land and that the town had to spend funds cleaning up contaminated soil. He stated that the soil from Penn Brook was taken to the upper fields at M/H School.

Mr. Fowler stated that if contamination was naturally occurring that we did not have to take the measures that we did. Mr. Farrell stated that we may have been taken down the road.

Mr. Fowler stated that we start a lot of surveys/plans and do not finish them and there are a lot of things to do in town and not sure which is first to get down. He questions if this contract follows the town meeting warrant article. He stated that we may want to have legal look at the article and contract. He stated that West Street is a 41-acre site. He asked if the final report would come back to Selectmen.

Mr. Durney stated that he sees the report going to the Recreational Fields Study Committee and for them to report back to the BoS.

Mr. Bonavita stated that it was determined that West Street was unsafe and this study was looking at other areas to be used. He stated Mr. Surface had always stated that West Street was not meant to be used for 25 years. He stated that this study was to look at other areas to see what is available.

Mr. Fowler asked for legal to look at contract. Mr. Farrell stated that he will have legal review and that they did review the contract.

Mr. Dawes moved to approve the Gale Associates, Inc. contract for the recreational fields analysis to be overseen by the Recreational Fields Study Committee. Mr. Sadler seconded the motion

Mr. Dawes stated that he does not understand Mr. Fowlers question and if he could explain. Mr. Fowler stated that there is no track, or bathrooms, or other items that they are looking at and if the contract matches the desire of the town's people.

The motion was approved by a 4-1 vote.

Humboldt East, LLC-Community Host Agreement-Jayme Fishman

Mr. Fishman stated that he is here to discuss a host agreement for a marijuana business to business cultivation at 2 Norino Way which is in the Marijuana zoned area. He stated early in the process he has to have a host agreement with the town and then finalize a plan for a building of 20,000 sq. ft. and this depends on the funds that they can secure. He described the space needed for the manufacturing and processing.

Mr. Bonavita asked for some background on himself and any partners. Mr. Fishman stated that he is an attorney, accountant, worked in software development, and other areas. He explained who he has talked to and stated investors have not come on board yet. He stated that this will be

a Business to Business company. Mr. Bonavita stated will be a local business. Mr. Fishman stated that they cannot cross over borders and have not planed pass that. Mr. Bonavita asked if he has a team for cultivation. Mr. Fishman stated that they have not signed anyone.

Mr. Sadler stated that usually the applicant has come in with a presentation that includes who is on the team, and projections. Mr. Fishman stated that the process is the cart before the horse and he has to have a host agreement and then come back to Planning Board, and other boards.

Mr. Sadler stated that he would want to know the company and team, history, etc. Mr. Fishman stated that Mr. Mirra is owner of the land will be a part of the process and has been a member of the community for years. Mr. Durney stated that he agrees and asked if he plans on moving fast or taking his time. Mr. Fishman stated have been meeting with investors and if have the agreement would move forward with application for license. Mr. Durney asked for product information. Mr. Fishman explained products. Mr. Durney asked the location. Mr. Fishman explained the area near Mr. Mirra's property and the Mirra apartments. Mr. Durney stated his concern would be what can be around the business.

Mr. Dawes asked that timeline with the State. Mr. Fishman stated about a year from when the application is filed. Mr. Dawes stated that some other similar businesses provide consulting to new businesses and are they in discussion. Mr. Fishman stated that they do have someone that they are in discussion with and have not signed an agreement with.

Mr. Bonavita asked if he has had discussions with the Police and Fire Chief's. Mr. Fishman stated that he has.

Chief Cudmore stated that they discussed similar issues on security as he did with others similar businesses. He stated being along the corridor is a plus and if working with Mr. Mirra the business standards will be done correctly. Mr. Bonavita asked about language in contract regarding any impact to the community. Mr. Cudmore stated that there will be and this is a closed facility and they can revisit if any impact to town.

Chief Mitchell stated building must meet current codes and he will handle the same as Healthy Pharms.

Mr. Bonavita asked his background in starting a business. Mr. Fishman stated has started businesses inside other businesses and this is the first on his own. Mr. Bonavita stated he has a successful career and I am sure he will surround himself with good people.

Mr. Fowler stated that most coming before us are for growing and not from retail. He stated he does not have faith in funds from host agreements and may have to hire someone to find how to use funds. He stated future plans do change and the board has on the agenda a discussion on a bylaw limiting marijuana retail outlets.

Mr. Fishman stated that he does not see Georgetown having enough volume for another retail outlet as you have one and he does not plan to put one in town. He stated wholesale will be the winners with this product.

Mr. Sadler stated that Mr. Bonavita may have more information on Mr. Fishman's background. Mr. Bonavita stated that he does not. He stated that he only knows what was heard from Mr. Fishman. He stated has heard he surrounds himself with good people.

Mr. Sadler stated that he would like to know the team and would like to see a plan and what they will be doing. He stated that he does not know anything about him. Mr. Fishman stated that he would be happy to supply more information. He stated that the CCC will ask some of the same questions and he sees the town gaining from this project.

Mr. Fowler stated one of benefits of the host agreement is that they come to the board first.

Mr. Bonavita stated that Mr. Farrell and Mr. Dawes are working with Mr. Fishman on the host agreement and at the next meeting can have Mr. Fishman in for more discussion.

Acceptance of donations to the Fire Department-Chief Mitchell to be present

Chief Mitchell stated that he has two donations, one from Penn Brook School \$135.65. He stated students have a fund raiser each month and they chose to donate to the Fire Department. He stated that the Paglia family, 1 Patches Lane donated \$1,000 and have sent a donation for the last 3 years that he has been here.

Mr. Dawes moved to accept the two donations to the Georgetown Fire Department, one from the Penn Brook School for \$135.65 and one from the Paglia Family for \$1,000. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Police Chief request for appointment of Acting Sargent and budget update

Chief Cudmore stated that he has one opening for a Sargent as one Sargent stepped down from the position. He stated that they have a young staff and the position has a requirement of 5 years. The officer that has the years did not want the position and have another officer who was a Reserve Dispatcher and can fill in as an Acting Sargent. He stated that that Joanne Morrissey is his recommendation and would be the first female command staff on the force. He stated she will be the Sargent on the midnight shift. He stated that the appointment would be until June 30, 2019.

Mr. Bonavita stated that the position was posted and did not get a response. Chief stated that this is a midnight shift and that is why he believes other staff did not apply

Mr. Dawes moved to approve the appointment of Joanne Morrissey as an Acting Sargent for the Georgetown Police Department term to expire June 30, 2019. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Police Budget Update

Chief Cudmore stated that he has been working on a FEMA reimbursement and \$69,595K is what he submitted and most was for snow removal and we will get 75% back the preliminary amount is \$52,175 which will be submitted to finance.

Mr. Bonavita asked if he knew when we would get the funds. Mr. Cudmore stated that the process was easier this time and less paperwork and he is also able to collect for his time filling out the paperwork. He stated he did not know when the funds would come in.

Chief Cudmore stated that the third item he is reporting on was the event at the Parker River and the hunter that fell in the water. He stated that he has been interviewing staff and looking how we responded and what we can do better. He stated if he has a critical incident, he reviews the incident and reports to this board. He stated that he has a draft report and will have the report soon for the board.

Chief Cudmore stated that he put the budget together with the new program and he stated his budget is level funded with a small contractual increase. He stated over the year he lost 7 reserves and added one and that one has left. He stated that he wanted to explain why some are leaving. He stated that most leave for full time positions, some for family issues, no longer wanting to be a police officer. He stated it is a demanding job and it is expensive to carry these positions. He explained the issues that they deal with. He stated that in 2020 he is looking at dispatchers working in dual positions. He stated that this can work well. He stated looking to

combine a position. He stated that he will talk with the unions and see if can be done and be cost neutral.

Mr. Fowler asked if ever used retirees as reserves. Chief Cudmore stated that officers must retire at 65 years and some towns do use retirees but he has concerns doing this and explained his opinion.

Water/Light Merger Discussion-Nick Lawler to be present

Mr. Lawler introduced himself as a Water Commissioner and a Light Commissioner. He passed out a draft PowerPoint presentation. He stated that they plan to hold public information evenings on March 27 and April 10. Mr. Bonavita asked how they are getting the notice out. Mr. Lawler stated that they will work with the board, use social media, flyers, etc.

Mr. Dawes asked if the presentation encumbrances the survey. Mr. Lawler stated that it does. He stated that Great Blue can come to a meeting and present their findings. He explained the findings and that percentages were in favor of the merger. He stated that they also looked at customer service and both departments scored well. He stated that they did the survey to see if the town was interested in a merger and from the response the town was open to the merger.

Mr. Sadler asked why we want a merger they need to educate the public.

Mr. Lawler stated being on the commission they have had a hard time to get good management, rates, infrastructure, water mains, transmission generation cost, and renewable energy 80% by 2025 are all issues that are coming up. He stated that there are opportunities to reduce cost for staff, and will only need one GM. Mr. Sadler asked why the merger. Mr. Lawler stated costs will go up and if we can share some costs the rates will still go up but not as much. He explained the timeline for some projects.

Mr. Bonavita asked how someone in the light department will know what will work at the water department.

Mr. Lawler stated that he has been working in a light/water department and has been for 20 years and hard for him to explain how it works but it does. He stated that on slide 14 it shows a department structure with a water engineer.

Mr. Bonavita asked why they don't stay with the company overseeing now. Mr. Lawler stated that they are only on site 20 hours now and this is not sustainable. He stated that if this does not happen will have to hire someone with a higher salary. He stated it was an easier decision for the water department to make and the light department was a more difficult discussion but now they are both on board with the merger. Mr. Bonavita asked why is Light department on board. Mr. Lawler stated because of rates.

Mr. Sadler asked if there are any limits of a Light department helping a Water department. Mr. Farrell stated that they are separate entities and controlled by separate laws. Mr. Sadler asked if he has been on the board when the more recent water managers were hired. Mr. Lawler stated that he has been for the last two managers. Mr. Sadler stated that they will increase the Light Manager salary. Mr. Sadler stated if they increase the Water GM salary to \$140K and can they then have any savings. Mr. Lawler stated that there would be no savings at the Water department.

Mr. Durney stated that the savings comes down to salary. Mr. Lawler stated could do one bill and monthly instead of quarterly at the water department, read meters at the same time. Mr. Durney stated that there would be some cost to changing billing.

Mr. Fowler asked how long water and light have been in town. Mr. Lawler stated that 100 years each. He asked if this is a mini step to a DPW. Mr. Lawler stated it is not their intention. Mr. Farrell stated we have a Highway Surveyor and sees savings in Public Works Department. Mr. Farrell stated that he has not seen a Public Works in a small town.

Mr. Fowler asked about an outside company. Mr. Lawler stated that they are not looking to privatize.

Mr. Bonavita stated that he struggles to see Mr. Schofield take a \$10K increase and take over a whole department. He stated if he leaves what we do. Mr. Lawler stated that he is sure Mr. Schofield is capable of doing the job. Mr. Bonavita stated that they need contingency plans. Mr. Sadler stated that is it not the safer position to go for the more qualified GM. Mr. Lawler stated that the objective of this is the savings to the rate payers. Mr. Sadler stated he is still not convinced of the change and needs to have more information and if the savings are accurate. Mr. Fowler stated small departments one department has 6 staff and one 7 staff members. He stated that he can see the savings. He stated that it would be good to have both commissions present to discuss and he sees support if both boards have voted in favor of the merger. Mr. Bonavita thanked Mr. Lawler for coming tonight and stated that there are still questions and would like to have the other board members and Mr. Schofield present to discuss. He asked him to return on February 11th.

NEW BUSINESS

Open the Annual & Special Town Meeting Warrant for May 6, 2019

Mr. Farrell stated that we usually open the warrant for 6 weeks and this is for the public to present petition warrant articles.

Mr. Fowler stated that we have a draft warrant and he would like listed as done before who put the articles regarding percentages going into Stab, Capital, OPEB funds. Mr. Farrell stated that the articles are from FinCom. Mr. Sadler asked about the percentages. Mr. Farrell explained the percentages and that they are the FinCom recommendation.

Mr. Bonavita stated that we are just opening the warrant tonight and will discuss articles at another meeting.

Mr. Dawes moved to open the Annual & Special Town Meeting Warrants for May 6, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Refer Chaplin Hills Road, Longview Way, Maureen Lane and Martel Way to the Planning Board for Street Acceptance at the ATM May 6, 2019

Mr. Farrell stated that the board has to refer to the street acceptances to the Planning Board. Mr. Sadler asked if these streets were meant to be accepted. Mr. Farrell stated that they have and have fell through the cracks and these streets were recommended for acceptance from the Highway Surveyor.

Mr. Dawes moved to refer Chaplin Hills Road, Longview Way, Maureen Lane and Martel Way to the Planning Board for Street Acceptance at the ATM May 6, 2019. Mr. Fowler seconded the motion and the motion was approved by a 4-1 vote.

Deed Acceptance for Parcel Lot B-3 and Emergency Access Easement-198 East Main Street

Mr. Farrell stated that the Planning Board deemed this property to go to the ConCom as part of the approval for a project at 198 East Main Street.

Mr. Dawes moved to accept the Quitclaim Deed Acceptance for Parcel Lot B-3 and Emergency Access Easement on 198 East Main Street. Mr. Fowler seconded the motion.

Mr. Fowler stated that he investigated this and he asked why are we taking these parcels off the tax rolls and if there is value. Mr. Farrell agreed and stated this was part of Planning Board approval.

The motion was approved by a 4-1 vote.

Request from the ConCom for appointment of Chris Candia (6/30/2019) and Elisabeth Clark (6/30/2020)

Mr. Bonavita stated that he would like to have the two applicants come in to a meeting to meet.

TOWN ADMINISTRATOR'S REPORT

Mr. Farrell stated that the budget presentation was going to be tonight but there is not enough time and that he will be presenting the budget at the FinCom meeting on Wednesday. He stated will not have all the State numbers until after town meeting. He stated School funding was increased but then the Circuit Breaker was funded at 70% instead of 75%. He stated that Health Insurance will only increase by 2% or less. He stated that there was a huge drop in students at Whitter Tech and may have a savings of \$200K. He stated that based on this board and FinCom recommendation he increased Snow & Ice by \$100K. He stated that a big discussion item will be the type of Fire Department we want to see. He stated that he has 6 full time positions in this budget. He stated this is only an increase by \$150K and will be up for discussion.

Mr. Dawes stated that we should discuss the management report at a meeting.

Mr. Farrell stated that the revenue estimates for Healthy Pharms for adult use marijuana for FY2020 is projected at \$9M in sales and we receive 3% excise tax and then another 3% in impact fees so a half million dollars and in 2020 an additional \$200K so three quarters of a million dollars. He stated that the State has new forms and one has excise tax and impact fees. He stated that cannot roll these funds into free cash. He stated that the budget is falling into place. He stated that that he starts with a deficit and work out from there and the deficit is not that high.

Mr. Sadler stated that we should discuss the management letter on the Fire Department. Mr. Bonavita stated that the Fire Chief is doing a wonderful job. He stated that with what is happening our citizens are at risk and we should talk even further. Mr. Dawes stated he would like to discuss the whole report and the projected picture down the road.

Mr. Farrell stated that the FinCom asked the board to meet with them on the Budget and proposed meeting on February 13th. Mr. Bonavita stated to respond and set up to meet that night and asked members to attend.

National Ave

Mr. Farrell stated that he gave the draft bids to legal 2 weeks ago and will have before the 11th for the next meeting.

Mr. Dawes asked about the budget. Mr. Farrell stated he will be sending a link and can show the members how to navigate. Mr. Sadler asked if the budget will be on the website. Mr. Farrell stated that it will be.

WARRANT and MINUTES

Minutes of January 7, 2019

Mr. Fowler moved to approve the minutes of January 7, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

CORRESPONDENCE

Notice from Town Clerk's Office Nomination Papers available 2/4 to 3/25

Mr. Bonavita stated that nominations papers are available February 4th.

Mr. Sadler stated that he wanted to announce that he does not plan on returning for another term. He stated he plans to stay on some committees.

Mr. Bonavita read the list of openings:

Selectman (1 position) for a 3-year term

Town Clerk (1 position) for a 3-year term

Moderator (1 position) for a 3-year term

Assessor (1 position) for a 3-year term

Highway Surveyor (1 position) for a 3-year term

School Committee (1 position) for a 3-year term

Light Commissioner (1 position) for a 3-year term

Water Commissioner (1 position) for a 3-year term

Peabody Library Trustee (2 positions) for a 3-year term

Planning Board (1 position) for a 5-year term

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

SELECTMEN'S REPORT

Limiting Marijuana Retail Outlets Bylaw

Pass over.

NEXT MEETING

Monday, February 11, 2019 at 7:00PM, 3rd floor 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 10:30PM.

Minutes transcribed by J. Pantano.

Minutes approved February 11, 2019.

Documents used in this meeting:

BoS Minutes
January 28, 2019

- Minutes of January 7, 2019
- Notice from Town Clerk's Office Nomination Papers available 2/4 to 3/25
- Open the Annual & Special Town Meeting Warrant for May 6, 2019
- Refer Chaplin Hills Road, Longview Way, Maureen Lane and Martel Way to the Planning Board for Street Acceptance at the ATM May 6, 2019
- Recreational Fields Study Committee-Scope discussion & Contract approval
- Deed Acceptance for Parcel Lot B-3 and Emergency Access Easement-198 East Main Street
- Water/Light Merger Discussion-Nick Lawler to be present
- Request from the ConCom for appointment of Chris Candia (6/30/2019) and Elisabeth Clark (6/30/2020)
- Police Chief request for appointment of Acting Sargent and budget update.