

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

1/7/19

6:00PM-Executive Session~2nd floor meeting room, Town Hall

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:

EXECUTIVE SESSION

6:00PM- Executive Session-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 ...;**

7:29PM General Meeting-Call to order

Invocation-Douglas W. Dawes

Pledge of Allegiance

Mr. Bonavita wished the public a Happy New Year.

NEW BUSINESS

Ambulance rate increase discussion-Fire Chief Mitchell

Fire Chief Mitchell was present

Chief Mitchell explained that the department does a yearly review and asks for an increase if needed. He stated that Medicare has a 2% increase and if we also have a 2% increase it will place the town in the middle and still be competitive.

Mr. Sadler asked do people request out of town service. Chief Mitchell stated people call out of town service for transfers. He stated that the town does not do transfers only 911 calls. Chief Mitchell explained the benchmark they use for fees. Mr. Fowler asked for clarification on the chart he gave the board. Chief Mitchell explained.

Mr. Dawes moved to accept the proposed ambulance rate increase of 2% as presented. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

OLD BUSINESS

Change of Capitalization Threshold for Capital Assets

Mr. Farrell stated that if the board approves this will clear a note on our audit. He explained that the auditors suggest raising the Threshold to \$10,000. Mr. Bonavita asked Mr. Farrell to explain. Mr. Farrell stated as a non-profit we do not pay taxes and this is an auditing issue on fixed assets.

Mr. Dawes moved to increase the threshold for Capital Assets from \$5,000 to \$10,000. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Recreational Fields Study Committee-Scope discussion & Contract approval
Pass over.

MOU Georgetown and Newbury Border to Boston Trail

Mr. Farrell stated that this MOU is for the rail trail Georgetown/Newbury. He stated that Georgetown is the lead and that there are two abutters sections one to Boxford and one to Newbury. He stated that Georgetown will be receiving the bills and this MOU outlines how the payments will be made. Mr. Dawes stated that we did this for Boxford. Mr. Farrell stated that they did and there will be a change to the Boxford MOU to reflect the changes to this MOU. Mr. Sadler asked about contracts and if the other towns will have to approve any changes. Mr. Farrell explained the process and the MOU. Discussion on overages. Mr. Dawes read a section on a change to plan and what town it benefits. He stated that the Rail Trail has \$3M in CPC and \$6M from the State. Mr. Fowler stated that there are CPC funds and the funds to finish are from the TIP. Mr. Farrell stated that the State is paying for the engineering and the town for construction. Mr. Durney stated that he can see if a change is made for a town they pay the difference. He stated that he does not see a clause for if a town does not pay.

Mr. Dawes moved to approve the MOU for the Georgetown and Newbury Border to Boston Trail as presented. Mr. Durney seconded the motion and the motion was approved by a 4-1 vote.

Peak Limited, LLC-Host Community Agreement Amendment

Mr. Dawes explained that this is a change to the Peak Limited, LLC Host Community Agreement and updating the agreement to go along with new CCC (Cannabis Control Commission) guidelines.

Mr. Dawes moved to approve the Peak Limited, LLC Host Community Agreement Amendment. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

SELECTMEN'S REPORT

Holiday Tree Lighting Policy

Mr. Bonavita stated that this would be an open conversation on how to do this better. Mr. Durney stated that this was a great event and that he would like to see the board form a committee to oversee the event. Mr. Sadler agreed. Mr. Bonavita asked how many members. Mr. Sadler stated a 7 member committee. Mr. Fowler asked if this event would be handled better privately as they are nice events but can be controversial. Mr. Sadler stated that this can be more than a tree and could include banners on light poles and encourage people to the downtown instill holiday spirit and a boost to the downtown. He stated it would be better to have the town handle any lights on trees or poles. Mr. Bonavita stated that Mr. Schofield was very excited about the event and would be good on the committee. He stated that this idea came from residents. He stated that a committee could meet in October and make the event beneficial to businesses.

Mr. Dawes stated given the time the event was put together there were a lot of people present. He stated that some of the kids did go over to the memorials which they had agreed to not allow. He stated that there were speakers and all were not listening. Mr. Bonavita stated the event was supposed to be on Sunday and it rained and was shortened from a 4 hour event to a 2 hour event. Mr. Dawes stated that the town's people want the small town events. Mr. Fowler stated that we may want to think of another spot, maybe behind Perley. He stated that not sure if EDC knows of businesses that would be interested in helping. He stated that could have a winter carnival. Mr. Sadler stated that in terms of finances do we need to ask the town for funds. Mr. Dawes stated that there are some funds from this year to start next year. Mr. Fowler stated that Park & Rec could pick this up if we go to a Director.

Mr. Farrell stated that they need to set up a committee and they will have to follow open meeting law. He stated that he will come up with a charge and bring back to the board.

Open Meeting Law-Members attending subcommittee meetings

Mr. Bonavita stated that he wanted that board to be aware of the rules for members attending subcommittee meetings for this board and other boards. He stated that there was an example of a town who was in violation. Mr. Fowler stated that he does attend FinCom or other meetings and he does understand the rules and states he is not representing the board. He stated that the Chair has to let a member know if he is out of line. He asked if there was an issue to bring this on. Mr. Bonavita stated that there was a meeting with an issue and that is where this came from and he wants everyone to be aware of the rules. Mr. Fowler stated that this document should be shared with other boards and committees. Mr. Bonavita stated that members have to be aware of perception to the public if a quorum of a board is present at a meeting.

Mr. Durney stated that it also to educate the public, this board, and other boards. Mr. Bonavita stated that this also applies to Social Media. Mr. Fowler stated members have to be careful on Social Media and asked if the memo is being shared with other boards and committees. Mr. Farrell stated that he shares with staff to share with their boards or committees.

Mr. Bonavita asked to send this document out to boards and to make sure we are in compliance.

TOWN ADMINISTRATOR'S REPORT

Mr. Farrell stated that at the next meeting he will be presenting the draft budget and will have the preliminary Governors budget. He stated that the budget will be in the cloud and will be online and we will be able to print reports. He stated that the FinCom will still be having the Saturday meeting on February 2nd at 8 or 8:30AM.

Mr. Bonavita asked if we have any numbers from the Schools. Mr. Farrell stated that he has seen some payroll numbers. He stated that the FinCom has asked for level funded and level services budget. He stated that the FinCom has not had many meetings. He stated that they have assigned liaisons to the larger departments. Mr. Bonavita asked if he sees a joint meeting with FinCom. Mr. Farrell stated yes and that he is presenting the draft budget to FinCom on January 30th. He stated it is important to share goals. He stated FinCom is meeting on January 16th. Mr. Bonavita stated should the board meet with the FinCom before or after the budget comes out. Mr. Farrell stated the sooner the better.

Mr. Fowler stated that he presented to this board and FinCom some ways of funding the Stab Fund. He stated that it may require a Public Meeting. Mr. Bonavita stated that Mr. Farrell also presented them with a Financial Policy. Mr. Farrell stated FinCom is reviewing the policy and will have recommendations to the board.

Mr. Farrell stated that the FinCom meets the 2nd or 3rd Wednesday of the month. Mr. Farrell stated that the FinCom may be meeting on Feb 13th.

Mr. Bonavita stated get feedback at the January 28th meeting and then meet. Mr. Fowler stated a workshop may be a good meeting. Mr. Bonavita stated for the board to shoot for the February 13th FinCom meeting.

Mr. Farrell stated that we usually open the warrant in January and will do this at the January 28th meeting and open for 6 weeks.

WARRANT and MINUTES

Minutes of December 17, 2018

Mr. Fowler asked to keep the Fire Department report under old business. Mr. Bonavita stated he will take that into consideration.

Mr. Dawes moved to approve the minutes of December 17, 2018 as presented. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

APPOINTMENTS and APPROVALS

License Renewals

Mr. Dawes moved to approve the *Second Hand Shop license for Bent, LLC and Common Victualler licenses for Honey Dew Donuts, Nicolini House of Pizza, and Village Sub & Pizza* to expire December 31, 2019. Mr. Sadler seconded the motion.

Mr. Durney asked about our policy if license not renewed. Mr. Farrell stated letters have been sent and asked if he should send a letter to cease and desist if license not renewed. Mr. Durney stated that if a business is closed then they should go to the Town Clerk to deregister if no longer in business. Mr. Farrell stated that there should be a policy or ordinance. Mr. Sadler stated that Town Counsel could draw up an ordinance. Mr. Bonavita stated that they want to be business friendly but that we have to have a process.

The motion was approved by a unanimous vote.

Mr. Sadler asked where we are with the RFP for National Ave. Mr. Farrell stated that he will have for the January 28th meeting. Mr. Sadler asked that they receive the document sooner than the Thursday before the meeting. Mr. Farrell stated that he will have it for the Monday before the meeting.

NEXT MEETING

January 28, 2019 at 7:00PM, 3rd floor meeting room, Town Hall

ADJOURNMENT

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

Meeting adjourned at 8:50PM.

Minutes transcribed by J. Pantano.

Minutes approved January 28, 2019.

Documents used in this meeting:

- Minutes of December 17, 2018
- Change of Capitalization Threshold for Capital Assets
- Recreational Fields Study Committee-Scope discussion & Contract approval
- MOU Georgetown and Newbury Border to Boston Trail
- Deed Acceptance for Parcel Lot B-3 and Emergency Access Easement-198 East Main Street
- Peak Limited, LLC-Host Community Agreement Amendment
- Open Meeting Law-Members attending subcommittee meetings
- License Renewals