

**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**  
**7/10/17**  
**7:00PM-General Meeting~3<sup>rd</sup> floor meeting room, Town Hall**

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

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

**Absent:** C. David Surface

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**7:00PM Call to order**

Invocation-Douglas W. Dawes  
Pledge of Allegiance

**CORRESPONDENCE**

*Notice from the Town Clerk of the Resignation of Mark Anderson from the Board of Light Commissioners*

Mr. Bonavita thanked Mr. Anderson for his time on the Board of Light Commissioners

Mr. Bonavita sent condolences to the Mendez family on the passing of their son.

*Mello Disposal - Transfer Station*

Jason Mello, from G. Mello Disposal

Mr. Mello stated that he wanted to come in and give the board schedule of proposal to renovate the transfer station.

Mr. Bonavita asked for a synopsis

Mr. Mello stated that they went for their State permit which has to be renewed next year they must comply with new regulations from the State in order to renew. He stated that they must enclose the building and be able to lock the building at night. He stated that they had to file with MEPA and their request was approved. He stated that they want to increase tonnage and that triggered MEPA and a traffic study and they were approved. He stated that the EPA must approve guidelines.

Mr. Bonavita asked that in the traffic study did anyone look at the roadway with the tonnage.

Mr. Mello stated it is a State road and can handle the tonnage. He stated there will be 26 trucks a day with 52 round trips.

Mr. Bonavita asked the timeline to start. Mr. Mello stated that he had hoped to start this fall but does not think they can get all the approvals done by then. Mr. Bonavita stated that this is to bring them into compliance with the State. He asked if they are looking to increase area that they are leasing from the town. Mr. Mello stated that they propose having the resident recycle drop off to be on the landfill. Mr. Farrell stated that you are expanding outside of the 2 acre footprint. Mr. Mello stated that yes they would be.

Mr. Sadler stated that he was there over the weekend and there is only one way in and out to drop off, how will this change. Mr. Mello showed inside area of increased roadway. He stated that traffic will not increase during the week. Mr. Sadler asked if he looked at the Parker River watershed letter and if they have a response. Mr. Mello stated that he is working with them. Mr. Sadler asked about the existing stormwater drainage. Mr. Mello showed drainage areas and feels they have enough. He stated that he is working with the boards on this. Mr. Sadler asked how much of the landfill will they impact. Mr. Mello stated  $\frac{1}{2}$  to  $\frac{3}{4}$  of an acre. Mr. Sadler asked if the changes will impact the Highway Department. He stated that they will not and he has talked to Mr. Durkee.

Mr. Dawes asked if they would widen the road into the area. Mr. Mello stated that they have no plans to widen the road but will research. Mr. Dawes stated that they will be using land outside of 2 acre lease. Mr. Mello stated yes. Mr. Dawes asked if abutters would be notified. Mr. Mello stated that they will notify abutters as part of the ZBA application. Mr. Dawes stated that on weekends he has seen backup on RT133 to get in and how will this be effected with increase. Mr. Mello stated that they are not increasing loads on weekends. Mr. Dawes asked about work done after hours. Mr. Mello stated that they may load trucks after 3PM and send a truck out after and he stated lease says no trucks after 6PM. Mr. Dawes stated that he sees more 18 wheelers up and down West Main Street. Mr. Mello stated that his trailers will use RT. 95. Mr. Dawes stated that can go up to 350 tons a day. Mr. Mello stated that this is a just in case amount. Mr. Dawes asked if any of this work would breach the seal of the landfill. Mr. Mello stated that they plan to build up and pave over a portion and would breach the landfill.

Mr. Fowler stated that he has faith that the boards in town will review this plan. He asked why they are going to ZBA. Mr. Mello explained the special permits they are requesting. Mr. Dawes stated the traffic study ended in 2014 and one accident. He stated he talked to Chief Cudmore and he stated he did a report and he has a total of 139 with damage over \$1000. Mr. Dawes asked if there is any land for a cueing lane on the main road. Mr. Mello stated that he will have to talk to Mr. Durkee.

Mr. Fowler asked if they would have additional staff for the residential area. Mr. Mello stated that he would have additional staff.

Mr. Sadler stated that this will impact the maintenance of the road. He asked about a letter from Ms. Evangelista on a liner to the landfill. Mr. Farrell stated that there is a seal over the landfill but no liner.

Mr. Bonavita asked if he will have a discussion with abutters and how does he feel they will be effected. Mr. Mello stated that this will be a cleaner process and fully enclosed.

Mr. Bonavita stated he has questions for some of these boards.

Mr. Farrell stated that the impact to the board will be that we look at the lease as he will be expanding the property.

#### *Historical Commission - 1976 Bicentennial Quilt*

Gloria Swanbon, Historical Commission member stated that she was here representing the Historical Commission and she explained the quilt in the front hall and the 1976 quilt competition. She explained the process that they went through and that the quilt took 2<sup>nd</sup> place in the State in their category. She stated she has put together a book on the whole process and it will be kept at the library. She stated that they would like to put up a plaque with all the names of who worked on the quilt and the names of the squares. She stated that all who worked on the quilt signed a release so no family can request to own the quilt.

**Mr. Dawes moved to authorize the Historical Commission to install a plaque by the Bicentennial Quilt located in the front hall of the Town Hall. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.**

Ms. Swanbon stated plaque will be donated by a local quilt shop.

## **NEW BUSINESS**

### *Marijuana Growing Facility-Carleton Drive*

Pierce Haley, Attorney, Rick McDonald, Rick Dean, Jack and Barry Enos were present.

Mr. Bonavita stated that if they could let the board know what they propose.

Mr. Haley introduced those attending and explained they want to build a growing facility in town and that they will not sell from the facility. He stated that this would be a secure growing facility with all growing on the inside. He stated that they would sell in the Metro Boston area. He stated that the facility would increase jobs in town and those employees will shop and eat in town. He stated that they have signed a lease on 16 Carleton Drive and they are looking for a letter of non-opposition from the Selectmen. He stated that this is 51,000 sq. ft. building that they are looking to use one side of the building and the other side has a current lease for 7 years. Mr. Bonavita stated that this will only be for medicinal marijuana. Mr. McDonald stated business plan is for medicinal and the plan to just grow here. He stated that they are not inclined to sell recreational. He stated whether for recreational or medicinal just growing here and their plan is for 3 medicinal dispensaries.

Mr. Sadler stated that he does not have a decision either way not sure if he wants another facility in town. He stated current facility is new and we do not know how this business will impact the town.

Mr. Haley stated that we will be replacing a heavy trucking business and will have 35-40 employees.

Mr. Bonavita stated that the business may impact resident's perception of the town. Mr. Haley stated that they will provide a financial benefit to the town. He stated that they would enter into a host agreement and be paying taxes and will have revenue for the Schools.

Mr. Dawes asked if they have looked at other towns. Mr. MacDonald stated have looked and the location and distribution are good here.

Mr. Farrell asked if any of the dispensaries would be in Cambridge. Mr. MacDonald stated no.

Mr. Bonavita asked if they could share the location. Mr. MacDonald stated that he would offline. He stated that they are looking to do this right and do for public health and they have a good team.

Mr. Dawes stated that this is a new industry and if done properly can be prosperous.

Mr. Bonavita asked where they are with the State. Mr. MacDonald stated that in the tail end of the summer and the end of 4<sup>th</sup> quarter before sign lease and sees them in operation December 2018.

Mr. Fowler stated he is concerned on security with two other businesses in the same building. Discussion on security and improvements to building.

Mr. Fowler asked about the employees at the current business. Mr. Enos stated that the business is moving either way.

Mr. Sadler stated that they said the town will not see any impact. Mr. McDonald stated that they will be using only vans and not even one a day. Mr. Haley stated that can only sell to the distributors of 3 dispensaries.

Discussion on business.

Mr. Sadler asked if they will be making edibles. Mr. McDonald stated that most will be edibles or oils, etc. He stated that smoking of a joint is the past.

Mr. Dawes asked what types of employees. Mr. McDonald stated staff will be gardeners, weeding, watering, etc. He explained the growing process is not in dirt.

Mr. Bonavita asked when they are looking for a decision. Mr. McDonald stated as soon as they can. Mr. Bonavita stated that they are missing one member and they would like to discuss themselves some more. He stated that he would like bring in the Chief of Police on this discussion.

Mr. Fowler suggests that we put together the same team together to look at this. Mr. Dawes, Mr. Farrell, and our attorney. Mr. Bonavita state that this is a good idea once the board has a decision.

## **OLD BUSINESS**

### **WARRANT and MINUTES**

*Minutes of June 26, 2017*

**Mr. Dawes moved to approve the minutes of June 26, 2017. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.**

#### *P-Card Policy adoption*

Mr. Bonavita asked for some background information.

Mr. Farrell stated that we have been discussing for a while getting a P-Card and the School Business manager has brought it up. He stated that this is not a credit card but similar to an old American Express card that will have to be paid off at the end of each month. He stated that it does have a rewards program. He stated that we would set limits to coincide with procurement laws. He stated that so many things are purchased online and that is where the best deals are. He explained how some businesses only take a credit card. He stated that there is a lot of control on these cards. He stated also less paperwork.

Mr. Dawes asked who would use the cards. Mr. Farrell explained who: Police Chief, Fire Chief, Highway Surveyor, Schools.

Mr. Sadler stated that he has no issue and will streamline things. He asked why it took 3 years to get this going. Mr. Farrell stated that there were some concerns internally and they have been addressed.

Mr. Fowler stated that he is in favor and is concerned about how many cards and how many the Schools will have.

Mr. Sadler stated for process should we vote the policy then on how many cards.

Mr. Bonavita asked about consequences of staff using cards for personal use. Mr. Farrell stated that they would be reprimanded and could lose their job.

Mr. Bonavita stated that there are advantages and there is good reporting on where your spending is going and also you get 30 days to pay. He stated that it is like a line of credit and then 25 days to pay so can help with cash flow. He stated that staff should not be using their private credit cards. Discussion on the bank.

Mr. Bonavita asked if we can limit the amount of cards to the School.

Mr. Farrell stated that he did not discuss this with the Schools and was not sure if the town can limit who at the schools gets a card.

Mr. Bonavita stated that he is uncomfortable signing something without a limit and who has a card.

Mr. Farrell stated that the Schools have a stricter purchasing process than the town.

Mr. Bonavita asked who would have control of cards in town and school.

Mr. Farrell stated town accountant in town and school accountant in schools.

Mr. Bonavita asked who could take away card is misused. Mr. Farrell stated that he would as Finance Director.

Mr. Fowler asked about the percentage that would be put in. Mr. Farrell to ask the Auditors what percentage to put in.

**Mr. Fowler moved to adopt the P-Card Policy and approve attachment A and to join the P-Card program as presented. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.**

**Mr. Dawes moved to approve Procurement Card program as presented by DoR. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.**

**Mr. Fowler moved to approve a resolution for School Procurement Card program by July 10<sup>th</sup>. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.**

*Essex County Greenbelt request for road cycling event 9/16/2017*

**Mr. Dawes moved to approve the Essex County Greenbelt request for a road cycling event to pass through Georgetown on September 16, 2017 to begin at 9AM. Mr. Fowler seconded the motion and the motion was approved by a 3-0 vote. Mr. Fowler abstained**

## **TOWN ADMINISTRATOR'S REPORT**

*45 Central Street-Update*

Mr. Farrell stated that he has a quote for the mitigation of the asbestos which will be about \$5K. He stated once finished they will receive a certificate that the asbestos is removed. He stated that they may need more funds in the fall to demo the building.

## **APPOINTMENTS and APPROVALS**

*Request to appoint Richard Mullen to the Conservation Commission term to expire 6/30/2019*

**Mr. Dawes moved to appoint Richard Mullen to the Conservation Commission term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.**

*Reappointment of David J. Twiss as Associate member of ZBA term to expire 6/30/2018*

**Mr. Dawes moved to reappoint David W. Twiss as Alternate Zoning Board of Appeals member term to expire June 30, 2018. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.**

*Georgetown Auto Repair & Sales Class II Renewal*

**Mr. Dawes moved to renew the Class II Auto Sales license for Georgetown Auto Repair and Sales to expire December 31, 2017. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.**

*Library request to declare surplus property*

**Mr. Dawes moved to approve the Library request to declare surplus property as presented. Mr. Fowler seconded the motion and the motion was approved by a unanimous vote.**

**SELECTMEN'S REPORT**

*Strategic Plan Goals-Update*

Mr. Bonavita stated that they have to get their goals to him and then we will set up a workshop. He asked for the board to get them to him so he can get them together. He asked when the board would like to get together. He asked if July 24<sup>th</sup> for a workshop would work. He asked for 6PM time.

**NEXT MEETING**

Monday, August 21, 2017 at 7:00PM, 3rd floor meeting room

Mr. Bonavita stated that they will need to discuss the marijuana growing.

Mr. Farrell gave a financial update.

MR. Bonavita stated Nunan's will hold a 100 year celebration and invited the board and want to know who can attend. He asked them to let Ms. Pantano know who can attend.

Mr. Bonavita stated that it is a year since the Carter family lost their son and the board sends their thoughts and prayers.

Mr. Dawes stated that Pastor McLaughlin's wife passed away and they send their condolences.

**ADJOURNMENT**

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

Meeting adjourned at 9:25 PM.

Minutes transcribed by J. Pantano.

Minutes approved September 18, 2017.

**Documents used in this meeting:**

- Minutes of June 26, 2017
- Notice from the Town Clerk of the Resignation of Mark Anderson from the Board of Light Commissioners
- Marijuana Growing Facility-Carleton Drive

BoS Minutes

July 10, 2017

- Mello Disposal - Transfer Station
- P-Card Policy adoption
- Historical Commission - 1976 Bicentennial Quilt
- Essex County Greenbelt request for road cycling event 9/16/2017
- Request to appoint Richard Mullen to the Conservation Commission term to expire 6/30/2019
- Reappointment of David J. Twiss as Associate member of ZBA term to expire 6/30/2018
- Georgetown Auto Repair & Sales Class II Renewal
- Library request to declare surplus property