

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
6/12/17
7:00PM-General Meeting~3rd floor meeting room, Town Hall

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

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

Absent:

7:00PM Call to order

Invocation-Douglas W. Dawes

Pledge of Allegiance

Mr. Sadler was acting Chair for this meeting

OLD BUSINESS

One-Day Liquor License-American Legion Park for concerts

Jill Benas, Karen Rowe, Emilee Hopkins, Summer Concert Committee

Mr. Sadler asked the committee to come forward. Ms. Benas explained that they are working to reinstate the summer concerts at American Legion Park.

Mr. Surface moved to approve the One-Day Liquor Licenses for the Georgetown Summer Concerts at American Legion Park on July 2, July 9, July 16, July 23, and July 30, 2017 4-8PM contingent on final approval by the Park and Recreation Commission and Police Chief. Mr. Fowler seconded the motion. Discussion

Mr. Dawes asked why we need a beer vendor at a family event. Ms. Hopkins stated that the beer trucks draw people to the concerts as they attend other events. Mr. Dawes stated he is not against alcohol but feels it takes away from the family event. He stated as chair of Substance Abuse Panel feels this is for families and should not have alcohol. He stated that this is on town property. He stated that we have to show kids that we do not need to have alcohol at all events.

Mr. Fowler stated that he does not agree that we have alcohol at all events. He stated that the town does have events without alcohol.

Mr. Sadler asked the committee how alcohol would be served. Ms. Hopkins explained the process is two step. She stated that person shows ID to get a wristband and then again when purchase beer. Mr. Dawes asked how many drinks per person. Ms. Hopkins stated two per person. He asked if Park & Rec has approved the concerts. Ms. Hopkins stated that they will meet with Park & Rec next Wednesday and have all the required paperwork. He asked about

parking of beer truck. Ms. Benas explained parking of vehicles and stated that she talked to Townsend Oil, Berry Co., and will meet with Peter Durkee.

Mr. Fowler asked about the evening with Classic Cars and parking. Ms. Benas explained that she will allow the parking along her property. Mr. Surface stated that he was at an event with the beer truck and they also had Root Beer and it was great.

The motion was approved by a 3-1 vote.

WARRANT and MINUTES

Minutes 11/21/16, 1/9, 1/23, 2/13, 3/13, and 5/22/17

Mr. Fowler moved to approve the minutes of November 21, 2016. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler moved to approve the minutes of January 9, 2017. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler moved to approve the minutes of January 23, 2017. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler moved to approve the minutes of February 13, 2017. Mr. Surface seconded the motion.

Mr. Fowler stated that in the minutes it was discussed that the town is required to have a cemetery. He stated he wanted to follow up on this discussion. Mr. Sadler stated that this should be discussed at another meeting. Mr. Surface stated that we did learn that the town owns some plots and we should find more information on these plots. Mr. Fowler stated that he had provided the information on the plots. Mr. Dawes stated that he thought the plots were for indigents and that this has to be researched.

The motion was approved by a unanimous vote.

Mr. Fowler moved to approve the minutes of March 13, 2017. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler moved to approve the minutes of May 22, 2017. Mr. Surface seconded the motion and the motion was approved by a unanimous vote.

CORRESPONDENCE

Resignation of Jeannine DesJardins from the CoA

Mr. Sadler thanked Ms. DesJardins for her service to the Council on Aging and the town.

Notification from MA Bay Constables Assoc. Inc.

Mr. Sadler stated that we received a notification from Mass Bay Constables for the board to review.

Request for a Second Hand Shop/2 Central St LLI Bent, LLC

Robin Franz, Manager was present.

Ms. Franz stated that her business is in the King Davis building in the lower level. She stated that she will sell vintage clothing, furniture, etc. Mr. Sadler asked if this is her first shop. She stated it is and it has been her dream to open a shop. Mr. Dawes asked if she refurbishes the items. She stated that she does.

Mr. Surfaces moved to approve the *Second Hand Shop* license for *Bent, LLC* to expire December 31, 2017. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Fire IT Grant

Fire Chief Mitchell was present

Fire Chief Mitchell stated that the Lt. Governor Karyn Polito will be in Georgetown to present the Community Compact IT grant on Thursday, June 15 at 3PM and he wanted to invite the board to attend.

TOWN ADMINISTRATOR'S REPORT

45 Central Street-Update

Mr. Farrell stated that the Asbestos study was done at 45 Central Street and he received a verbal report and there is asbestos in very specific areas. He stated in Kitchen ceiling and back bedroom ceiling tiles. Mr. Sadler asked if we would go out to bid. Mr. Farrell stated that if the cost is under \$50K then we only have to request a price from 3 vendors. He stated that the priority will be scheduling and cost.

National Ave Property-Update

Mr. Farrell stated that he and Steve Przyjemski met with the abutters of the National Ave property. He stated that a few years ago the owner contacted the ConCom to donate the property. He stated so we contacted them to see if they are still interested in donating. Mr. Farrell stated that the owner stated that the window has closed and he had contacted the previous owner to sell but nothing never happened. He stated when asked about the strip of land for access was not interested in selling and that he thought he felt he would be in the best position to purchase.

Mr. Farrell stated that the board asked him to look into grants. He stated Mass Development has some and one looks like it would fit. He stated that this may be the best next step. Mr. Sadler asked the deadline for the grant. Mr. Farrell stated that the grant is ongoing and there are funds available.

Mr. Surface stated that he is looking to have Mass Development in, but our next meeting date did not work for them. Mr. Surface stated we are still looking at a treatment plant. Mr. Farrell stated that there are grants available for this type of project. He stated that he is attending a seminar next Wednesday with Towns that have applied for these grants and meeting with their Economic Development committees. He stated that grants are opening July 24th for infrastructure program so we have some time. Mr. Surface stated the town could take this land under eminent domain. Mr. Farrell stated the town could if for town use.

NEW BUSINESS

MIA Insurance FY19 - Larry Tereso to be present

Mr. Sadler thanked Mr. Tereso for coming in tonight. He stated that the board wanted information on how MIIA releases information and how do we work on a bid next year. Mr. Tereso stated that your information is your information and they did release the information. He stated that MIIA is not an insurance company but a group of Trustees and Board of Directors. He explained the process that it takes 2 to 2 ½ months for the data to be reported. He explained their underwriting process and how they release information in bid season. Mr. Sadler stated that that information is what the bidder was looking for. Mr. Tereso stated that they have to provide the same for all. Mr. Farrell stated that the broker we used was new to the municipal market and that may be why they were not familiar with the process.

Discussion

Mr. Fowler asked if we can add a third policy along with the two we offer. He stated something for a two person family. Mr. Tereso explained the plans that could be offered and an option for a 2 person plan. He explained the pricing and that it still costs the town the same but the family plans end up covering the difference of the 2-person. He stated that you have to look at contracts and when can offer. He stated towns look at census of staff to see if family or single plans would be best.

Mr. Surface explained the process that happened and that he better understands the process now and thanked Mr. Tereso for eloquently explaining the process.

Mr. Tereso stated that if you leave MIIA you cannot come back for two years.

Mr. Sadler asked what would be the time to bid next year. Mr. Tereso stated that the question is where are we and where do we want to be.

Mr. Surface asked for best practice timeline and two different timelines. He asked if towns use a consultant. Mr. Tereso stated that towns do but you still need to know where you want to be.

Mr. Farrell stated that the town has 9 unions and the BoS are bargaining with 3 unions now.

Mr. Bonavita apologized for being late but wanted to ask if any other towns received something better than Georgetown. Mr. Tereso stated towns have almost the same and are determined by the number of employees and retirees.

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

SELECTMEN'S REPORT

Strategic Plan Update & Goals-Phil Trapani to be present

Mr. Bonavita stated he will send goals to members to work on individually and asked for the goals to be returned by Wednesday, June 21st.

Economic Development Role

Mr. Sadler stated that last week the committee met and the consensus of the committee on how to proceed should be directed by the BoS. He stated that they want the board to tell them what they want to achieve and then assign to the EDC to work on that. Mr. Fowler stated that the EDC should proceed how the board wants the EDC to proceed. Mr. Surface asked if this is for this property or for the EDC over the town. Mr. Sadler stated for all projects.

Mr. Sadler asked if the EDC should proceed with the TA and BoS or should EDC proceed on their own.

Mr. Bonavita stated that the EDC should be an advisory board to the Selectmen. He stated that they should collect the recommendations and the BoS would make a decision.

Mr. Dawes stated that he agrees the EDC is appointed by the BoS and they should collect the info and then present to the board. Mr. Surface stated there should be one member of the BoS on the board as a point of contact. He stated for these two projects they will have one point person. Mr. Farrell stated that Mr. Cashell cannot take on the process as he is advisory to the EDC. Mr. Surface asked to clarify if two BoS can meet. Mr. Farrell stated two members can be on the board. Mr. Sadler stated that this came from him as he had a template to give to staff and that Mr. Cashell thought the template should come from the BoS. Mr. Surface asked to see the template. Mr. Sadler stated that he would like to see the EDC membership increased.

APPOINTMENTS and APPROVALS

Appointments for FY2018

Appointments & Re-appointments list attached-FY 16 Appointments

Mr. Surface moved to appoint *Michael Farrell* as *ADA Coordinator* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to approve the appointment of *Paul Nelson* to the *Affordable Housing Task Force* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to approve the appointment of *C. David Surface* and *Charles Keilty* to the *Affordable Housing Trust* term to expire June 30, 2019. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to approve the appointment of *Joseph Crane* to the *Board of Health* term to expire June 30, 2020. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to approve the appointment of *Steven Sadler*, *Charles Durney*, *Michael Hinchcliffe*, and *Kelsey Bresnahan-Sousa* to the *Cable Access TV Committee* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to approve the appointment of *Rachel Bancroft* to the *Conservation Commission* term to expire June 30, 2020. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to approve the appointment of *Jacquelyn Benas*, *Susan Clay*, *Caroline Sheehan*, and *Corona M. Magner* to the *Council on Aging* term to expire June 30, 2020. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to approve the appointment of *Janice Downey* and *Darcy Norton* as *Alternates to the Council on Aging* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Donald Cudmore, Police Chief, Emergency Management Director* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Fred A. Mitchell, Jr., Fire Chief; Lt. Scott Hatch, and Officer Dean Julien* as the *Assistant Directors, Emergency Management* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Peter Durkee, Highway Surveyor; and Deborah Rogers, BoH Agent as Emergency Management Team* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Donald Cudmore, Police Chief Emergency Response Coordinator* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Donald Cudmore, Police Chief as FEMA Director* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Fred A. Mitchell, Jr., Fire Chief* as the *Assistant Director, FEMA* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Lt. Scott Hatch as Team Member FEMA* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Economic Development Committee Discussion

Mr. Bonavita stated he would like to be on the EDC. Mr. Surface stated that it would be good to have the Chairman on the board. Mr. Dawes stated unless a resignation there could not be another Selectman on the committee. Mr. Fowler stated board would like to take over he would withdraw his appointment. Discussion to increase membership of EDC from 5 to 7 members.

Mr. Surface moved to increase the *Economic Development Committee* from 5 to 7 members with 4 2-year members and 3 1-year members. Mr. Fowler seconded the motion. Discussion Mr. Dawes stated he feels that if we increase membership it should be advertised for the general public. Mr. Bonavita stated in his time we are always trying to recruit members and we have two people who have taken the initiative to email and request appoint we should appoint them. Mr. Fowler stated that when we had 7 members we need to have a quorum of 5 and that is why we went to 5 as we had a problem getting a quorum. He stated that maybe we should have these people come to a meeting and see if they can attend. Mr. Bonavita stated that changing the time would be key.

Mr. Dawes stated that if membership is increased we should advertise the openings before filling the positions. Mr. Bonavita stated that there have been openings and no one came forward we have qualified people applying and should appoint. Mr. Fowler stated the EDC was reduced to 5 as they had quorum issues. Mr. Dawes stated that there have been attendance issues. Mr. Farrell stated that the board could have an attendance policy. Mr. Bonavita stated that maybe the time of the meetings would need to change. He stated he has two new residents who have requested appointment and with the land available to develop and this is the time to move forward. **The motion was approved by a 3-2 vote.**

Mr. Surface moved to appoint *Matt Bourassa* and *John K. Duggan* to the *Economic Development Committee* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a 4-0 vote. 1 member abstained

Mr. Surface moved to appoint *Steven Sadler* and *Joseph Bonavita* to the *Economic Development Committee* term to expire June 30, 2019. Mr. Sadler seconded the motion and the motion was approved by a 5-0 vote.

Mr. Surface moved to reappoint *Michael Farrell* as the *Finance Director* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Fred A. Mitchell Jr., Fire Chief* as the *Forest Warden* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Fred A. Mitchell Jr., Fire Chief* as the *Hazardous Materials Coordinator* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Deborah Rogers, BoH Agent; Steven Przyjemski, ConCom Agent; John Cashell, Town Planner; Peter Durkee, Highway Surveyor; Donald Cudmore, Police Chief, Fred A. Mitchell, Jr., Fire Chief; David Schofield, Light Manager; and Michael Farrell, Town Administrator* to the *Hazard Mitigation Planning Committee* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Louis Dispenza* to the *Historical Commission* term to expire June 30, 2020. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Martha Robinson* as *Associate Members* to the *Historical Commission* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Deborah Rogers, Health Agent as the Insect Pest Control Superintendent* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *John Cashell, Town Planner as the Merrimack Valley Planning Commission Representative* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Matthew Martin, Planning Board member as the Alternate* term to expire June 30, 2018. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Donald Cudmore, Police Chief; Peter Durkee, Highway Surveyor; Les Godin, Building Dept.; Deborah Rogers, Health Agent; and Fred A. Mitchell, Jr., Fire Chief as Mobile Food Vendor Committee* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to reappoint *Deborah Rogers, Health Agent as the N. E. Mosquito Control, Mosquito Larviciding and Spraying Representative* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Ann Gill, Treasurer; Mary McMenemy, Town Accountant; Joseph Bonavita, Chair BoS; Ed Dobie, Chair FinCom; Michael Farrell, Town Administrator as the "OPEB" Other Post-Employment Benefits Trust Fund Trustees* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Lt. Scott Hatch, Patrol Sergeant Kevin M. DeFeo and Derek Jones, Detective Sergeant James Rodden, Detective Adam Raymond, Patrolman Dennis Sullivan, Matthew Carapellucci, Phillip Klibansky, Joanne Ballard, Henry Ofshefsky, and David Rosquete* term to expire June 30, 2020. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Mark Anderson, Tyler Dechene, Joanne Vallone, Dean A. Julien, Heather Lefebvre, Jonathan Henriquez, Jason Pugliese, Taylor A. Ford, Justin Perry, Marc Gagnon, Gregory Levesque, and Robert Joyce III as Reserve Police Officers* term to expire June 30, 2018. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Surface moved to appoint *Nivaldo Rodriques and Jay Martel as Reserve Police Officers* term to expire September 30, 2017. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Derek Jones as Animal Control Officer* term to expire June 30, 2017. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Dean A. Julien and Reed Wilson* as *Assistant Animal Control Officers* term to expire June 30, 2017. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Donald Cudmore, Police Chief* as a *Constable* term to expire June 30, 2017. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Michael Broderick* as *Harbormaster* term to expire June 30, 2017. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Jeffrey French* as *Assistant Harbormaster* term to expire June 30, 2017. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Kenneth Woodbury, George Comiskey, and Larry Mintz* as *School Crossing Guards* term to expire June 30, 2017. Mr. Sadler seconded the motion and the motion was approved by a unanimous vote.

Board Business

Mr. Dawes stated that he would like the Substance Abuse information on the website. Ms. Pantano stated that there is a page already on the website for the Substance Abuse Panel.

Mr. Bonavita thanked Mr. Sadler for chairing the meeting tonight. He stated he met with Phil Trapani on the Strategic Plan and will send out goal sections to members and ask that everyone work on these and complete by Wed. June 21st.

Mr. Surface thanked Mr. Dawes for his work on the Memorial Day Parade a job well done. He stated one parade member fell and is doing okay.

NEXT MEETING

Monday, June 26, 2017 at 7PM, 3rd floor town hall

ADJOURNMENT

Mr. Surface moved to adjourn. Mr. Bonavita seconded the motion and the motion was approved by a unanimous vote.

Meeting adjourned at 9:52 PM.

Minutes transcribed by J. Pantano.

Minutes approved June 26, 2017.

Documents used in this meeting:

- Minutes 11/21/16, 1/9, 1/23, 2/13, 3/13, and 5/22/17
- Resignation of Jeannine DesJardins from the CoA
- Notification from MA Bay Constables Assoc. Inc.
- MIIA Insurance FY19 - Larry Tereso to be present

BoS Minutes
June 12, 2017

- One-Day Liquor License-American Legion Park for concerts
- Strategic Plan Update & Goals-Phil Trapani to be present
- Economic Development Role
- 45 Central Street-Update
- National Ave Property-Update
- Yard Sale Request
- Appointments for FY2018
- Request for a Second Hand Shop/2 Central St LL1 Bent, LLC