

Memorial Town Hall, 1 Library Street, Georgetown, MA 01833

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BOARD OF SELECTMEN MEETING MINUTES

Memorial Town Hall

6/24/19

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

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

Others Present: Michael Farrell, Town Administrator; Janet Pantano, Administrative Assistant; Mary McMenemy, Town Accountant; Ann Gill, Treasurer/Collector; Police Chief Cudmore

Absent: David Twiss

7:00PM Call to order

Invocation-Douglas W. Dawes

Pledge of Allegiance

7:00 PM-PUBLIC HEARING

Public Hearing continued from April 22, 2019-SQF, LLC/Tilson Request to place a new utility pole for an AT&T Small Wireless Facility in the public right-of-way

Mr. Bonavita moved to open the public Hearing for SQF, LLC/Tilson Request to place a new utility pole for an AT&T Small Wireless Facility in the public right-of-way. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Bonavita moved to continue the public Hearing to Monday July 15, 2019 at 7PM for SQF, LLC/Tilson Request to place a new utility pole for an AT&T Small Wireless Facility in the public right-of-way. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Bonavita moved to close the public Hearing. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

NEW BUSINESS

Town of Georgetown Scholarship Presentations-Chole Martens, Jordan Sanger, and Patrick Sedwick

Mr. Bonavita welcomed and congratulated Chole Martens and Patrick Sedwick. He invited both up and asked them to tell a little about themselves. Chole Martens stated that she is going to UMass Amherst in the fall. Patrick Sedwick stated he will be going to Assumption College.

Jordan Sanger was unable to attend.

The board congratulated both students.

APPOINTMENTS and APPROVALS

Police Chief Request for appointment of two Reserve Officers-Courtney Thomas & David

J. Puopolo II

Lt. Hatch stated that he was filling in for Chief Cudmore.

Lt. Hatch invited Courtney Thomas to come forward and gave some background information on Ms. Thomas.

Mr. Bonavita asked Ms. Thomas to tell them about herself.

Ms. Thomas stated that she has been a dispatcher in Georgetown and wants to be a police officer. She stated her training.

Mr. Durney moved to appoint Courtney Thomas as a Reserve Officer term to expire June 30, 2020. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Lt. Hatch invited David Puopolo forward and gave some of his background information. Mr. Dawes asked why Georgetown. Mr. Puopolo stated a friend recommended him to Georgetown.

Mr. Durney moved to appoint David J. Puopolo II as a Reserve Officer term to expire June 30, 2020. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Presentation of the FY18 Audit-Renee Davis & Romina Mameli Powers and Sullivan to be present

Ms. Davis introduced herself and Ms. Mameli and stated they are here to present the FY18 Audit. She explained what they do in the audit.

Financial Statements

Ms. Davis stated that there were no issues found in the audit and explained the testing that they are doing. She explained OPEB and that this has to be recorded this year. She stated she would talk about the towns position and how the town is funding stab accounts. She stated part of ERRRA and on a schedule and they are funding OPEB. She stated no new debt in FY18. She explained the financial statements and what they show and how best to read.

Management Letter

Ms. Davis stated that from prior year comments the Fixed Asset Capitalization was addressed and the threshold was increased to \$10,000.

Ms. Davis stated that the town needs a system of controls to document federal funds.

Mr. Bonavita asked who would lead the charge on this. Ms. Davis stated that the town and school need to work together and they have examples that they can share with the town. Mr. Bonavita asked if we need more help to get this done. Mr. Farrell stated he is working on this and will get back to Mr. Bonavita on the progress.

Ms. Davis stated cyber security is a big concern and she explained some issues they have seen. Mr. Bonavita stated that this is on the top of his list. Mr. Durney suggested we have a security assessment.

Ms. Davis stated accounting of fixed assets is another area that the town needs to track. She stated the town has a good process to add assets but you do not have a system to take things off.

Ms. Davis stated that they are in town now doing the FY19 audit and is a year-round process.

Questions:

Mr. Fowler asked how do we get better control of retirees. Ms. Davis stated that PEREC oversees retirement funds.

Awarding of Bond-Signing of Bonds-Ann Gill, Treasurer to be present

Ms. Gill explained that they can read the whole motion or move as presented. She explained that we received a great rate and did very well in the bond market. She handed out the bond rates.

Mr. Bonavita asked if these could be paid ahead. Ms. Gill stated some of them can be called.

Mr. Fowler asked about new modernization payback. Ms. Gill stated that the funds go back to pay the bond.

Voted: that we hereby determine, in accordance with G.L. c.70B, that the amount of the cost of the (i) Georgetown Middle/High School projects authorized by a vote of the Town passed on May 5, 2014 (Article 5) not being paid by the school facilities grant is \$3,830,000, and (ii) Penn Brook Elementary School project authorized by a vote of the Town passed on November 1, 2012 (Article #2) not being paid by the school facilities grant is \$25,375,737, and we hereby approve of the issuance of notes and bonds in such amounts under said G.L. c.70B.

Further Voted: that the sale of the \$5,980,000 General Obligation Municipal Purpose Loan of 2019 Bonds of the Town dated July 15, 2019 (the “Bonds”), to The Baker Group at the price of \$6,440,484.04 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on August 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2020	\$355,000	5.00%	2028	\$340,000	2.00%
2021	355,000	5.00	2029	340,000	2.50
2022	350,000	5.00	2030	340,000	2.50
2023	350,000	5.00	2031	340,000	2.50
2024	350,000	5.00	2033	460,000	3.00
2025	340,000	5.00	2035	460,000	3.00

2026	340,000	5.00	2037	460,000	3.00
2027	340,000	5.00	2039	460,000	3.00

Further Voted: that the Bonds maturing on August 15, 2033, August 15, 2035, August 15, 2037 and August 15, 2039 (each a “Term Bond”) shall be subject to mandatory redemption or mature as follows:

Term Bond due August 15, 2033

<u>Date</u>	<u>Principal Amount</u>
August 15, 2032	\$230,000
August 15, 2033 (maturity)	230,000

Term Bond due August 15, 2035

<u>Date</u>	<u>Principal Amount</u>
August 15, 2034	\$230,000
August 15, 2035 (maturity)	230,000

Term Bond due August 15, 2037

<u>Date</u>	<u>Principal Amount</u>
August 15, 2036	\$230,000
August 15, 2037 (maturity)	230,000

Term Bond due August 15, 2039

<u>Date</u>	<u>Principal Amount</u>
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August 15, 2038	\$230,000
August 15, 2039 (maturity)	230,000

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated June 13, 2019 and a final Official Statement dated June 20, 2019 (the “Official Statement”), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws..

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

Mr. Durney moved to approve the bond signing and documents for the Baker Group as presented. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Request from Ida Wye for appointment as Tree Warden
Ida Wye, 1 Andover Street was present
Mr. Bonavita asked why she wants to be Tree Warden.

Ms. Wye explained that in NH where she lived before, she helped with trees as a tree steward. She stated she had a degree which involves trees. She stated that she worked with Jack Moultrie on some issues on trees in town.

Mr. Bonavita stated that she has experience with trees but does she have any management experience. She explained that she has managed projects.

Mr. Dawes stated that he does not have questions and asked if Mr. Durkee would be present. He stated he asked for a job description. Mr. Farrell stated that there is not a job description just a statutory position and has always followed the Highway Surveyor. Mr. Farrell stated that Mr. Durkee is working this evening at the Fire Department.

Mr. Dawes asked about the budget and funds and where are they. Mr. Farrell stated the funds are in the highway budget.

Mr. Bonavita asked what the Tree Warden does. Mr. Farrell stated that they remove dangerous trees. Mr. Farrell stated that there are a lot of trees to come down because of gypsy moths.

Mr. Fowler stated that they need information on tree warden position. Ms. Wye stated that the tree warden is an advocate for trees.

Discussion that the position was always the Highway Surveyor. Mr. Farrell stated that in 1985 there was a town meeting article to combine the position. He stated that the motion was changed and was voted only for the terms to run concurrently. Mr. Dawes stated does not feel comfortable taking a vote without Mr. Durkee being present.

Mr. Fowler stated Mr. Durkee would hold the position until filled. He stated that most of tree warden is for public safety and have at times had trees taken down for no reason.

Mr. Durney agreed with Mr. Fowler and does not think the role that the tree warden would take on. He stated that he has not had a problem with Mr. Durkee and they use Mayer when needed. Mr. Dawes stated that the funds would be an issue as they are in Mr. Durkee's budget. Mr. Farrell stated that they cannot more funds until town meeting in May.

Discussion that the Highway Surveyor is a Special Municipal Employee. Ms. Wye stated she found something under Governor Weld regarding tree warden that the board could look up. Mr. Bonavita asked members to take this under advisement and discuss at another meeting.

TOWN ADMINISTRATOR'S REPORT

Line Item Transfers FY19

Mr. Farrell stated that he had some end of year line item transfers. He stated that the FinCom approved all the transfers at their last meeting. He stated that they did not have to take any funds from fund balances just moving funds between accounts. He explained the line item transfers.

Mr. Durney moved to approve the Line Item Transfers as presented. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

SELECTMEN'S REPORT

Georgetown Cares Coalition

Mr. Dawes stated that the Georgetown Cares Coalition will be asking to increase the membership.

Mr. Fowler asked the board to approve a request he has of the Town Administrator for all communications with board members and fire union, regarding the Fire department to include all emails and phone calls. He stated that he would like 6 months of communications.

Mr. Farrell stated that anything with legal is not under the right to know. Mr. Bonavita stated he does not want to bog down Mr. Farrell. Mr. Farrell stated it will take a lot of his time.

Mr. Dawes moved authorize Mr. Farrell to provide the information requested by Mr. Fowler on the Fire Department. Mr. Durney seconded the motion.

Mr. Farrell asked for request in writing so he knows what he is looking for.

Mr. Dawes stated he agrees the request should be in writing.

The motion was approved by a 3-1 vote.

WARRANT and MINUTES

Minutes of June 4, 2019

Mr. Fowler moved to approve the minutes of June 4, 2019 as presented. Mr. Dawes seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler stated need another date for FD review and should televise. Discuss on July 15th.

APPOINTMENTS and APPROVALS

Appointments

Mr. Dawes moved to appoint *Officer Derek Jones as Animal Control Officer* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Officer Dean A. Julien and Reed Wilson as Assistant Animal Control Officers* term to expire June 30, 2020. Mr. Durney 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, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Arthur Murphy, Jr. as a Constable* term to expire June 30, 2022. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Donald Cudmore, Police Chief as Harbormaster* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Tyler Dechene as Assistant Harbormaster* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *George Comiskey and Kelly Davarenne* as *School Crossing Guards* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Paul Moskevitz, Bruce Fried, Dr. Clive Patience, Matt Smith, Beth Harper, Ezequiel Gesualdi, and Christopher Crosby* to the *Rock Pond Bylaw Committee* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Eric Harper and Keiko Skinner* as *Alternates to the Rock Pond Bylaw Committee* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Michael Farrell, Town Administrator* as the *Sexual Harassment Grievance Officer* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Donald Cudmore, Police Chief; Lt. Scott Hatch, and Fred A. Mitchell, Jr., Fire Chief* to the *SATURN (Statewide Anti-Terrorism Unified Response Network)* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Pam Lundquist, Douglas Dawes, Donald Cudmore, Police Chief, Fred A. Mitchell, Jr., Fire Chief, and Carol Jacobs, Superintendent* to the *Georgetown Cares Coalition* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Ian DeWeese-Boyd, Julie Coolidge, Craig Mabijs, Christian Roop, and Bill Hastings* to the *Recreational Path Committee* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *David Surface, Jeff Moore, Scott McDonald, and Harry LaCortiglia* to the *Recreational Field Study Committee* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Heidi Began, Dianne Collins, and Michael Anderson* to the *Scholarship Committee* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Charles Carol* as the *Sealer of Weights & Measures* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint *Deborah Rogers, Health Agent, Steven Przyjemski, ConCom Agent, John Cashell, Town Planner, Peter Durkee, Highway Surveyor, and Michael Farrell, Town Administrator* to the *Stormwater Management Committee* term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Discussion on Town Counsel services and evaluating the services.

Mr. Dawes moved to appoint Gary Fowler, Selectman, Peter Durkee, Highway Surveyor, and Heather Lefebvre, Patrolman to the Traffic Review Committee term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Fowler asked to review if the committee had been reduced to a 3-member board from 5-members.

Mr. Dawes moved to appoint Ann Gill as the Treasurer/Tax Collector term to expire June 30, 2022. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Durney moved to appoint Peter Durkee as the Tree Warden term to expire June 30, 2022. Mr. Bonavita seconded the motion and the motion was not-approved by a 2-2 vote.

Mr. Fowler stated he wants more information on the job duties and would like Mr. Durkee to be present to update the board on the position. Mr. Dawes stated he also wanted Mr. Durkee present before a vote.

Mr. Fowler moved to appoint Douglas W. Dawes as the Veterans' District Representative term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a -3-0 vote. Mr. Dawes abstained.

Mr. Dawes moved to appoint Paul Shilhan as a member of the Zoning Board of Appeals term to expire June 30, 2024. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Dawes moved to appoint Sharon Freeman as an Alternate member of the Zoning Board of Appeals term to expire June 30, 2020. Mr. Durney seconded the motion and the motion was approved by a unanimous vote.

Mr. Bonavita left the meeting and Mr. Durney took over as Chairmen for the rest of the meeting.

CORRESPONDENCE

Notice of Community Outreach Meeting-Marijuana Facility Humboldt

Mr. Durney read the Community Outreach Meeting notice for July 2, 2019 at 5:00PM, Georgetown Peabody Library.

Discussion on current license for Humboldt and if it included cultivation and manufacturing.

Mr. Fowler asked for the license be reviewed with legal.

OLD BUSINESS

Police Chief Memo regarding parking at 51 West Main Street

Pass over

ITEMS NOT REASONABLY ANTICIPATED BY THE CHAIR 48 HOURS IN ADVANCE

OF THE MEETING

SELECTMEN'S REPORT

Mr. Fowler asked how we move forward on the report that we cannot talk about. Mr. Farrell stated a personnel issue and the Fire Chief will handle this issue.

NEXT MEETING

July 15, 2019 at 7:00 PM, 3rd floor meeting room, Town Hall

ADJOURNMENT

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

Meeting adjourned at 9:46 PM.

Minutes transcribed by J. Pantano.

Minutes approved July 15, 2019.

Documents used in this meeting:

- SQF, LLC/Tilson Request to place a new utility pole for an AT&T Small Wireless Facility in the public right-of-way
- Minutes of June 4, 2019
- Notice of Community Outreach Meeting-Marijuana Facility Humboldt East
- Town of Georgetown Scholarship Presentations-Chole Martens, Jordan Sanger, and Patrick Sedwick
- Awarding of Bond-Signing of Bonds-Ann Gill, Treasurer to be present
- Presentation of the FY18 Audit-Renee Davis & Romina Mameli Powers and Sullivan to be Present
- Police Chief Memo regarding parking at 51 West Main Street
- Line Item Transfers FY19
- Police Chief Request for appointment of two Reserve Officers-Courtney Thomas & David J. Puopolo II
- Request from Ida Wye for appointment as Tree Warden
- Appointments