

Semorial Town Hall, 1 Library Street, Georgetown, MA 01833 Meeting Minutes from the
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BOARD OF SELECTMEN MEETING

Memorial Town Hall

07/11/2022

7:00PM-General Meeting

Verizon Channel 42/Comcast channel 9

Selectmen Present: *D. Dawes, Chair, Vice Chair P. Kershaw, G. Fowler, A. Smith and D. Lamonica.*

Others Present: *Orlando Pacheco, Town Administrator. Mary McMenemy, Town Accountant, Administrative Assistant, Maureen Shultz participating on Zoom.*

7:00PM CALL TO ORDER

*Invocation-Douglas W. Dawes
Pledge of Allegiance*

D. Dawes recognized and congratulated Mr. Phil Desilets who was named Mass Division 5 Baseball Coach of the Year for Georgetown.

NEW BUSINESS:

Ms. Renee Davis of Powers & Sullivan spoke on the 2021 Fiscal Year Audit to the Board of Selectman and went over the following areas, scope of what they do, planning part of the audit-process of keeping records, federal grant testing if applies, town & department budgets, reporting to the State, test of transactions, procurement, payroll process, vendor information, OPEB liabilities, COVID 19 funding, internal controls, real liability , cannabis money, FEMA money for things happening now, no management letter was given to the Town, no findings, successful audit.

G. Fowler asked for clarification regarding page 75 from the audit report which showed high investment income, high increase, change of fiduciary position including the light plant.

G. Fowler asked if the Finance Committee has been given this information.

O. Pacheco, Town Administrator stated members of the Finance Committee are watching the meeting and will be sent the information,

G. Fowler asked for an explanation of the OPEB Education Liability

OLD BUSINESS:

Wage and Classification Study: Moved forward on this discussion, the Board will discuss at future meeting. O. Pacheco, Town Administrator spoke of the completed report, final report makes sure the methodology was clear on how she came up with the information, numbers remain the same.

D. LaMonica asked a member of the Finance Committee who was in attendance had received the Wage and Study Classification report.

G. Fowler suggested a work shop with the Finance Committee and inquired on what was the cost of this report to the Town, and requested this report be given in hand to the members.

FLAG POLICY:

O. Pacheco, Town Administrator spoke on what can be flown in the Town on public buildings, the Town currently has no public policy on flags, free speech, equal access to all parties, some items might be controversial /discussed how the town can and should manage what gets put on flag poles, limits the scope of what can be flown, not to encourage the flying of any purpose of social policy agenda, , disposal of the American Flag was spoken of and adoption of a flag policy will require legal review.

D. Lamonica asked if the flag policy for Georgetown be defined by the State.

D. Lamonica asked if this flag policy can be challenged.

G. Fowler asked what properties in Town is the Board responsible for.

O. Pacheco, Town Administrator will share this policy with the School Department

D. Dawes stated he had spoken to the Veterans Services and they would be in support of a Flag Policy. A flag policy for the Town of Georgetown will require legal review.

No Vote was taken.

FOWL MANAGEMENT DISCUSSION:

Terminology of the word fowl vs. poultry was discussed.

Regulating Poultry by lot size

Some communities do regulate poultry by lot size.

Sliding Scale

G. Fowler spoke on best practices and thinks that is a good place to start.

A. Smith thought she might start to focus on the center of Town and believes that best practices are not enough.

D. Lamonica would like residents to come and voice their concerns pro or con at the next meeting.

SELECTMAN'S REPORT: AMERICAN LEGION PARK:

The following were discussed:

Parking, traffic Meeting, action plan will be to pave and mark the number of parking spots, regulate illegal parking, enforcement, how many spots for non-residents, reached out to Kiosk vendors, two (2) Kiosk cost would be \$13,300.00 for installation, lowest Vendor is a company called Flowbird, need to discuss rates, enforcement would have to be the Police Department for now, the previous 4th of July holiday was discussed regarding drinking, smoking of weed, trash, Town working on a beach attendant job description, Highway Department marking the lines and helping with signage.

G. Fowler spoke on many activities that go on at the ALP including little league games which he believes start after 5PM and thinks that the tennis courts can be reserved, does not want to interrupt these events.

D. Lamonica asked who manages the finances of the Kiosk machines.

G. Fowler asked if the company keeps a certain percentage – Yes 5% is what they receive.

No change of money-no cash accepted.

G. Fowler motioned the Board to Authorize O. Pacheco, Town Administrator to spend \$15,000.00 for Kiosk Machines from ARPA money, seconded by D. Lamonica.

Roll call vote was taken all in favor.

Flowbird was the lowest bidder, four (4) vendors on the state contract list.

P. Kershaw asked about what happens in the winter time.

Parks and recreation delegated this to the Board of Selectman.

Roll call vote was taken – 4-1 in favor G. Fowler voted nay on the roll call.

TOWN ADMINISTRATORS REPORT: O. PACHECO, TOWN ADMINISTRATOR:

Indoor Air Quality Report:

Assessment of the Town Hall –floors will be assessed this week including the basement area (mostly) maintenance requirements, making sure HVAC systems are maintained, -internally ceiling tiles damage caused by leaving windows open when air is on which creates condensation, all staff received a copy of this report, bird activity on the side of the building, flooring and carpeting.

D. Dawes all these should be put on a punch list and be completed.

D. Dawes spoke of an e-mail that was received by an employee regarding some items that need addressing at the front of the Town Hall Building-suggested items like this be put on a punch list of items to be done.

G. Flower spoke on flooring on the whole building need some attention.

D. Lamonica inquired about three office areas that it was mentioned in the report about carbon dioxide levels and asked what is causing that in the Tax Collector, Town Accountant and Town Clerk office.

Massachusetts Projects Preservation Fun Grant -\$50K in rehab of Town Hall windows- Mass Historic Commission which is a match grant, they will be here on Thursday to take measurements. -preservation planner they will recommend the rebuilding of the windows already in place. June 30 of next year has to be completed, paint has to be tested for lead.

Landfill / Tree Removal is back in compliance with the DEP.

Board of Health shared services Grant:

Board of Health applied for this grant-/part of the COVID 19 Testing, nothing has been set up with as of this time.

D. Dawes asked if this covers any past expenses. Pacheco, Town Administrator stated all past expenses have been paid.

CLEAR GOV CAPITAL BUDGET MODULE:

ClearGov -Budget Book that is used for the operating budgets now has a Capital Module that the Town Accountant Mary McMenemy recommends purchasing this module which is not included in our current program, cost is \$2785.00 for the year-will be a worthwhile tool, capital module.

P. Kershaw asked how many users would there be.

D. Lamonica asked if the public can view this program.

G. Fowler authorizes O. Pacheco, Town Administrator to purchase ClearGov Capital Budget Module, seconded by D. Lamonica. Roll call vote was taken all in favor.

WEBSITE:

Town website was spoken of briefly, time consuming, needs updating, bringing something back to the Board. A. Smith suggest all departments maybe take care of their own page.

D. Doug wants it more user friendly

ADJOURNMENT:

G. Fowler moved to adjourn with D. Lamonica seconded the motion. A roll call vote was taken all in favor.

Meeting adjourned at 8:25PM. meeting minutes transcribed by Maureen Shultz, Administrative Assistant.

All Board of Selectman Meetings can be viewed on our Town Website at <https://www.georgetownma.gov> Under the Community TV tab on the left side.

Documents used in Meeting:

Indoor Air Quality Program.

HRS Human Resources Services, INC- Fiscal Year 2022 Non-Union / Proposed Compensation and

