

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

**Meeting Minutes March 13, 2023**

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**BOARD OF SELECTMEN**

**Memorial Town Hall**

**7:00PM-General Meeting**

**Verizon Channel 42/Comcast channel 9**

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

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

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**7:00PM CALL TO ORDER**

*Invocation-Douglas W. Dawes*

*Pledge of Allegiance-Douglas W. Dawes*

**OLD BUSINESS:**

**0 National Avenue Update:**

*Mr. Wayne Finnegan from Howland Development, spoke on the difficulties of last week with the banks from last week events, spoke on projects they are beginning that are new in Andover and Bellingham, feels they are in a good position with local banks for now, high level of us going forward but we are concerned, stated a very scary situation now and you will never know what will come from the rising interest rates, things are moving along an attractive property, continue to watch, see and browse, marketing aggressively.*

*Mr. Wayne Finnegan spoke of Mr. Dusty Burke, from American Commercial Real Estate out of Wrentham Mass-Development Broker was spoken of who has worked in the general area, goal is to develop the property ideally with a user behind us, we haven't had any success finding that use right now in the market, long term leases have been reluctant from banks right now, not a surprise, there has been a lot of interest and a lot of leads. they are out there now marking the property and feels good about it, has been about a month into now, a lot of leads, want to meet with him but nothing that has been accelerated yet, a month in to this, has been a long road, we are out there marketing it now, spoke on the initial design and the current wetland boundaries which is a three-year life span, sill limits the design, have to understand your user.*

*D. Dawes asked if the problems with the banks over the last few days have has any long-term effect on businesses.*

*O. Pacheco, Town Administrator asked if there was anything else the Town could do to move this forward, suggested having a plan could lead to possible MASS Dot start-up money at some point.*

*G. Fowler spoke on going into Boston years ago with Mr. Jim Lacey and had the Town designated as an Economic target area and was told back then it was hard to get a small Town designated as that asked if it could be helpful. Thought it was a 6-month expedited permitting sight was asked by G. Fowler.*

*P. Kershaw spoke that he did not want to see the property not get developed and sit there and not on Board for another year extension.*

*G. Fowler thanked Mr. Finnigan for taking the time to come back to the Board and give an update.*

**Wage and Study Classification Discussion:**

*D. Dawes reminded the Board that they had voted to accept the wage and classification study but not to implement it, it had been accepted but no formal vote was taken to implement the plan /study.*

*D. LaMonica asked what would be the process of the implementing the study/ plan.*

*O. Pacheco, Town Administrator stated that some staff have voiced some concerns over this study but stated there is no massive discrepancies as far as he can see in the Wage and Study Classification, mentioned that most employees feel they are under paid, will put some numbers together and a position break down for the Board.*

*O. Pacheco, Town Administrator stated he is willing to look at all the numbers mythology has to stay consistent with the study -a lot of different factors -positions are not all the same per Towns and not everyone does the same thing per each Town, this study is designed around Georgetown, believes everyone is in the grade where they should be, some staff have voiced some concerns over this study but stated there is no massive discrepancies as far as he can see in the Wage and Study Classification the Town has received, maximize the positions we have, harness some of that talent*

*D. Dawes explained the process of how the study was done and how each employee including Department heads were interviewed.*

*G. Fowler asked about a change in the freedom of information act and how is it part of the Town Clerks office and asked if it can be changed to another department.*

*G. Fowler asked O. Pacheco, Town Administrator how does the employees feel about the Wage Study Report.*

*O. Pacheco, Town Administrator mentioned that most employees feel they are under paid.*

*P. Kershaw asked how many other communities are on a four-day work week.*

*G. Fowler asked if there is any idea of the cost is to implement this would be.*

*D. LaMonica asked if the pay grade needs to be worked out.*

*D. Dawes stated this is the first time we had any steps, prior to this study it was after contracts were settled was what was left for the non-union staff, now they will know what they will be earning-gives the employees what they can expect -they can always better themselves maybe take on other positions.*

*D. Lamonica motioned the Board to advance and begin the implementation process of the Wage study classification seconded by P. Kershaw. Roll call vote was taken all in favor*

### **NEW BUSINESS:**

*O. Pacheco, Town Administrator Police RFQ / Public Safety Feasibility updated the Board, this was part of a joint meeting with Finance Advisory Board -to start the process a better plan for police station and upgrades to the public safety building (Fire Department) Design Review -has put together this document almost a finalized version for the Board to approve - will be advertised March 15, 2023.*

*Two legal publications will be in the Central Register and the Newbury Daily News, responses due by April 17, 2023, this project has to be cost effective for both departments.*

*G. Fowler asked what are the feelings we get from the Town's people.*

*D. Lamonica asked about the scope of the RFQ.*

*D. Dawes asked how much will the Feasibility Study cost*

*D. LaMonica asked if we are off the current site, mentioned Federally & State requirements for public safety buildings opens the Town up to liability.*

*G. Fowler mentioned that cost could come down.*

*P. Kershaw spoke on the public safety building that should of could have been done years ago, at some point you have to bite the bullet things will continue to get expensive.*

*G. Fowler spoke on sustainability on buildings around the Town that are 100 years older but still standing but the Town is replacing buildings are only fifty years old.*

*D. LaMonica spoke on feasibility currently than it was in buildings from fifty years ago*

*Resident Ed Dobie spoke on the new Pembroke School which was over the top specifically with the Finance Committee but can convince the public it needs to be redone as a new building.*

#### **CAMP DENNISON BORROWING:**

*Jim Lacey, 85 Thurlow Street and Harry Nelson, 62 Andover Street spoke to the Board on a request for a loan for upgrading and converting the natures center to the managers apartment at Camp Dennison. Members spoke on their concern going forward to attract another camp manger in the future and having someone presently there -not feasible with not having someone living there, people are starting to rent the camp.*

*O. Pacheco, Town Administrator suggested they get a loan for \$30K -Camp Dennison can afford to pay back that amount of that loan which would be around eleven thousand dollars (\$11K) not in a position to use the money right now-building needs a new septic system.*

*O. Pacheco, Town Administrator gave his project cost of \$71K proposed a five year note at \$50K was suggested, Reserve Account is currently 40K, revenues are coming in / timing issues / rate not at the best point.*

*O. Pacheco, Town Administrator stated that he has no concern they won't be able to pay back the loan.*

*D. LaMonica asked if the money coming out of the Reserve Account will it be repaid back.*

*G. Fowler commented that he does not see this as a problem at Town Meeting, suggested to stay with the original first loan request which was a five-year loan. understands the length of the loan.*

*Camp Dennison has met with the Finance Advisory Board on this request.*

*O. Pacheco, Town Administrator spoke briefly on a tax-exempt lease -has to be used for very specific projects.*

*G. Fowler asked how difficult is it to give them a loan using free cash.*

*D. LaMonica asked if we had the funds available from free cash.*

*O. Pacheco, Town Administrator stated that as far as revenues go, they are asking for a small amount.*

*O. Pacheco, Town Administrator stated after being asked about the Town lending the money that he is here to run the Town not to be a banker which can get tricky when lending money, does not want to become a lending institute, how and what do you do when other Departments request loans.*

*D. Dawes asked what the total amount would be and does it include the septic system.*

*D. Lamonica asked if a more cost-effective way had been looked at for a septic system.*

*A. Smith asked about the bulk of work that needs to be done.*

*O. Pacheco, Town Administrator stated the projected cost payments around \$11K per month at an interest of 5.089 %.*

*D. Lamonica asked if Camp Dennison's net cash flow would support this loan.*

*The Bord was given a cash flow report from Camp Dennison.*

*G. Fowler asked how many are currently working at Camp Dennison.*

*O. Pacheco, Town Administrator informed the Board that a three-year loan does not need Town Meeting approval.*

*G. Fowler asked what would this do the Capital Funds, are we taking away from anyone else.*

*G. Fowler commented on how they have done so many great things at Camp Dennison over the years.*

*D. Lamonica asked O. Pacheco, Town Administrator if there has been any progress on the positive territory towards the budget.*

*G. Fowler asked D. Dawes, Chairman to pole the Board prior to an official vote to see if the members were fine with a three-year loan, all members replied they were fine with the three-year loan borrowing. (All were in favor)*

*G. Fowler motioned the Board to authorize O. Pacheco, Town Administrator to borrow up to / not to exceed Thirty Thousand Dollars (\$30K) to be expended by the Camp Dennison Committee for the purposes of converting the natures center to the managers apartment at Camp Dennison seconded by D. Lamonica. The Board took a roll call vote and it was unanimous.*

*G. Fowler asked if once they borrow the money and maybe came up with a savings of example maybe ten thousand (\$10K) from the septic system would that come out of Capital Funds was asked.*

#### **VOTES BY THE BOARD:**

*D. Lamonica motioned the Board to approve the meeting minutes from February 6, 2023 as presented seconded by G. Fowler. Roll call vote was taken all in favor.*

#### **CORRESPONDENCE:**

*Resident David Twiss , 19 Lake Shore Drive, mentioned to the Board that he is working diligently on lighting issues at the American Legion Park , Mr. Twiss mentioned he did not want to look a gift horse in the mouth, it was asked if the Board would support a warrant article regarding lights, it was spoken that the current lights at illegal at the ball field and does not meet the energy code currently, new switch is also needed, this was a request to the Capital Improvement Planning Committee, need to create more revenue with more use of the fields, energy efficient light bulbs to be used, new light board can be turned off and off at the field, lights now are hard to procure, same lights that go into Fenway Park will be used.*

*D. Lamonica asked if the lights are energy efficient.*

*D. LaMonica asked if there has been any input from the residents.*

*D. Twiss asked the Board for a warrant article for a vote at Town Meeting for ball park lights at the American Legion Park-feels this needs to be heard by the residents, this request was sent to the Capital Improvement Planning Committee for review but then it was not clear that it needed to be added to another meeting for a second review and Mr. Twiss felt it was redundant to do, takes responsibility thought attending another meeting to speak on this would be all that was needed-and since it was not requested as a second read it was not taken up again at the Capital Improvement Planning Committee meeting .*

*Mr. Twiss spoke of resident Bob Desfosses who is an employee of J&M Brown Electrical Contractors who is willing to install the lights for free if the Town agrees to purchase the lights and request to have his business contractor's name displayed on the ballpark fence-bigger issues than just the switch, labor is around \$250K-\$300K-which is an expensive job. D. Twiss mentioned that volunteers take care of the fields and some of the funding that will be received from fees will go back into parks and recreation.*

*Town of Georgetown Electrical Department stated they are willing to assist with this project, might need new poles, Town Meeting would have a say to approve if they want new lights at the field, not looking for free cash, material cost 2-3% increase, Town would have to buy the material, suggested something on the Town website for a Thank you, lights will be under lock and key and an I pad will be used to control access.*

*P. Kershaw asked if the work to be done is only pole work.*

*G. Fowler asked what would be the cost saving on the cost energy*

*D. Dawes asked who absorbs the electrical cost at Pembroke.*

*A. Smith asked about new fixtures with a no maintenance for thirty years from the company was asked.*

*G. Fowler spoke on his role as the Community Preservation Committee representative and mentioned the American Legion Park closes at dusk, spoke on the Community Preservation Committee and believes they support this project and stated there is enough funds for this, hadn't been discussed at the second round and wished he had spoken up at the Community Preservation Committee meeting, no funds can be expedited until the Community Preservation Committee approves this project, there is a public meeting on April 4<sup>th</sup> which is prior to Town Meeting for a second reading of this topic, was looking at Roberts Rules if the Board doesn't want to meet, not easy, spoke on invoices that should be sent to the Community Preservation Committee , spoke on undesignated accounts , had a total on Community Preservation Committee projects , said no quote-no motion by the Board -did not discuss the second round, supports this, discussed the money balance committee cannot go over the money .*

*David Twiss no quote was given to the Community Preservation Committee.*

*D. Dawes asked if the fees that are collected are enough to pay for the new electric lights.*

*O. Pacheco, Town Administrator stated the Parks & Recreation water side is the issue not the electric side regarding the fields*

*O. Pacheco, Town Administrator spoke on material, out to bid process, Town of Georgetown's Electrical Department willing to help, great for the concert series, undesignated account thought we could use a Green Communities Grant but it cannot be covered under that grant-lights don't have enough usage has a large season use generally not funded by green communities is a seasonal use.*

*David Twiss wants the Town to have the opportunity to vote on this , and vote on this at Town Meeting , does not want to get to the point of no return –free labor –mentioned it has been mentioned what is the school putting in for this and it was answered the Same amount that was put in for the Penbrook project school the has been asked about well what's is the school putting in for this -referenced in on school grounds -cpc 49\$ to replace Perley School windows the answer was stated they used the funds from the CPC which is designated for Town projects, –answer nothing the funds in the CPC is to be used for Town projects -does a lot of good thigs in Town with these funds from CPC refernc3ed money that was spent on question about what the school is putting in -has been asked - CPC whole town pays into this to be used for Town projects,*

*D. Dawes asked why we need to replace the lights at the fields.*

*G. Fowler motioned the Board to place a Warrant Article for Annua Town Meeting for May 1, 2023 in the amount of \$250K CPC Funds to be used, / Open Space & Recreational, CPC Funds, seconded by P. Kershaw. The Board took a role call vote and all in favor.*

**Town Administrators Report:** *O. Pacheco, Town Administrator spoke on the following:*

**FY24 Chapter 90 Allotment:**

*The Town is expected to receive \$307,234.26 in Chapter 90 Funding inFY24. Funding would be contingent on approval of the upcoming Transportation Bond Bill before the legislature. Miles of road comes into place -repairs have gone up, asphalt has gone up including Labor.*

*D. Dawes commented on how much different now from what we have been given than in the past, asked if the Governor is going to propose a bump/increase in Chapter 90 funding.*



### **FEMA Flood Maps:**

*The Town has received notice that the FEMA Flood Maps are in the process of being updated. The new "draft" maps will be sent to the Town for public review. There will also be an appeal period possibly at least 90-day period before the final maps are adopted. The Town will need to adopt the final version of the maps at Town Meeting prior to becoming effective if Town Meeting does not approve the maps-no one can get flood insurance, this will most likely need to occur next year at a Special or Regular Town Meeting. Town is not paying flood insurance now.*

*D. Dawes asked if FEMA has the maps and can they be accessed on line.*

*G. Fowler asked if the Town have anything to do with the appeal process and is it held locally, does the Town have any ownership of anything.*

### **Town Meeting Prep /Articles:**

*In anticipation of closing the STM and ATM Warrants I have prepared a revised list of articles for review by the Board. —gave the Board a draft of the articles up to date special town meeting before the Annual Town Meeting, not sure if we need to transfer from open and stabilization twice -some items can be moved or taken out--*

*D. Dawes asked about the School Pass Program, special purpose stabilization fund proposal on the special town meeting warrant to take those funds out of that.*

*G. Fowler conversations on how do we save for the future, spoke of big items such as Fire Station, & Police Station as examples for their equipment not the buildings- suggesting to established a special purpose stabilization fund for the equipment, — special for the equipment not the buildings -we have no money to do anything not the buildings but-start to put some money away for the future.*

*G. Fowler spoke about the Capital Plan Policy, O. Pacheco, Town Administrator has been meeting with department heads to figure things out -, see more of a long term for capitalization two 2 types now.*

*O. Pacheco, Town Administrator spoke on eliminating the Capital Planning by Law, spoke on place holders, crafting the warrant, streamlining the articles to keep the meeting going, first meeting with new clickers, potential citizens petition-would be to have the moderator and committee chairs to run through the meeting.*

*G. Fowler spoke on the process at Town Meeting and how other Town Moderators would speak on each article and how the Town current Town Moderator would keep articles moving forward.*

*G. Fowler asked about the one zoning article.*

*D. LaMonica asked about the article for the Fire Department to manage traffic and asked if the Police Department doesn't have the staff to do this and is it enforceable from the Fire Departments, mentioned Chapter 90 enforces this, and Fire department do not have the abilities to write citations, more concerned with liabilities to the Town and they have no powers to make arrest, mentioned from his own experience that a lot can happen in a traffic detail, spoke of flaggers vs. municipal employee.*

*G. Fowler asked if the State has confirmed this law.*

*G. Fowler asked if there is any feedback from the Police Chief at this time.*

*O. Pacheco, Town Administrator asked if the Town wasn't up to put money into Special Stabilization fund does for special education these will need to be worked out, a lot more accounts now that affect the school accounts, re-aligning the budget.*

*G. Fowler said these amounts have been changed / added the night of town meeting, so much is changing in the operating budget, the state is doing their budget, we don't know where we will be with the State funding.*

**Snow/Ice Deficit:**

*O. Pacheco, Town Administrator informed the Board that as of March 2<sup>nd</sup>, 2023, the snow/ice. deficit was negative \$33,748.59. This number will increase after the most recent invoices and expenses are processed, new figure will end being \$127K in the negative was given to the Board,*

*D. LaMonica asked if it has increased prior to now.*

**MBTA Communities:**

*The Town has received confirmation from the Dept. of Housing and Community Development that it is in compliance with the MBTA Communities legislation. The interim compliance is good until 12/31/24, which is the deadline to have the actual district designated by Town Meeting. We are currently working with the Merrimack Valley Planning Commission to provide some technical assistance on developing the district(s). They will send data directly to the Planning Board. An actual plan that could yield a plan for 750 units we cannot do here in the Town – we don't have the infrastructure here in Town.*

**Community Funding/Congressionally Directed Spending Request:**

*O. Pacheco, Town Administrator had a good conversation with staff from Congressman Seth Moulton 's Office regarding spending requests. I was able to get good guidance on how to pursue. some of the funding, specifically for things like a new Police/Public Safety Building. In short, the best path is to make sure the project is permitted and shovel ready when the funds would be eligible as we have a 1 (one) year window to start expending funds. We also discussed other potential funding sources for various capital plan items. A follow up with Sen. Warren's Office will also provide additional guidance.*

**APPOINTMENTS and APPROVALS:**

*G. Fowler motioned the Board to re-appoint Richard Boucher , 130 West Main Street , Georgetown, to the Board of Registrars for a three year term to end March 31, 2026, , seconded by D. Lamonica e –The Board took a roll call vote all in favor.*

*G. Fowler motioned the Board to appoint D. Lamonica to the Zoning Board of Appeals as a temporary appointment seconded by P. Kershaw. The Board took a role call vote all in favor.*

*O. Pacheco, Town Administrator congratulated both the Georgetown Girls and Boys Basketball Teams for their games this season, proud of both teams.*

**Adjournment:**

*G. Fowler moved to adjourn at 9:15 P.M. with P. Kershaw seconded. A roll call vote was taken all in favor.*

*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 the meeting:**

*Draft Special and Annual Town Meeting Warrant.*

*Town Administrator's Report*

*Meeting Minutes from February 6, 2023.*

*Wage and Study Classification Report.*