

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

Meeting Minutes September 25, 2023

Ph. (978) 352-5755 ☐ Fax (978) 352-5727

BOARD OF SELECTMEN

Memorial Town Hall

7:00PM-General Meeting

Verizon Channel 42/Comcast channel 9

Selectmen Present: *Amy Smith, Chair, Doug Dawes, R. Bancroft and R. Hoover*

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

Absent: *D. LaMonica*

7:00PM CALL TO ORDER

Moment of Silence was taken by the Board.

Pledge of alliance was taken.

VOTES BY THE BOARD:

R. Hoover motioned the Board to approve a request from the Kiwanis Club to hold their annual tootsie roll toll day to be held on October 28, 2023 from 8-1PM, seconded by R. Bancroft. Roll call vote was taken all in favor.

D. Dawes motioned the Board to approve a request from the Town Clerk's office to remove three (3) file cabinets/declaration of surplus property, seconded by R. Hoover. Roll call vote was taken all in favor.

D. Dawes spoke on the disbanding the Georgetown CARES and thanked all the members of CARES for their hard work.

R. Bancroft motioned the Board to approve the dissolution of Georgetown CARES, seconded by R. Hoover. Roll call vote was taken all in favor.

NEW BUSINESS:

Zoom Policy -O. Pacheco, Town Administrator spoke on the Town's zoom account which some Boards and Committees are not currently using, the Town has been issued ten (10) business licenses which is managed by one bill/invoice by the Town, the Town currently does not have any policy regarding Boards and Committees being required to use the Town's Zoom, not cost effective to have Boards and Committees each having their own accounts.

The Board discussed the following:

- Private account recording was inquired*
- Zoom should not be on individual accounts as the Town has some available for use.*
- CPC Committee currently not using Zoom.*
- Public records / public meetings were discussed*
- Meeting not retrievable in a timely manner*
- Download meetings to the Town's server.*
- Everything recorded to cable.*
- Public meetings how long are they kept/ seven (7) years to destroy records with permission from the State.*
- Valuable information should be kept longer*
- Talk to different groups was suggested on what they are using for meetings*
- Zoom licenses are available.*
- Feasible for everything and if not, why it isn't feasible.*
- Public meetings vs. zoom / in person meetings / human connection / meeting agendas.*
- Hybrid are for the public.*
- Each Board & Commission decision*
- Incentive to come back to in-person meetings.*

ON-GOING BUSINESS:

The Board discussed meeting dates and times to meet jointly with the Conservation Commission- A. Smith suggested the Conservation Commissioners send their request to Carl Shrader, Chair of the Conservation Commissioner and then come up with a date and time to meet. -mediator to run this meeting was discussed briefly -\$575.00 per hour is a great start -experience with Boards, Labor Attorney was mentioned, independent attorney not the Town Attorneys, a HR Firm was suggested.

ALP update was given on the following subjects:

- Cameras at ALP and Town Hall being kept at the Police Station.*
- Lights being shorted out currently.*
- Irrigation system -electrical needs to be upgraded -funding problematic*
- Spec of LED lights was asked-K Value was explained by R. Hoover.*
- Lighting for pickleball.*
- Video feed to the Police department from ALP & Town Hall was asked -funding hasn't been received as of yet for long term feed.*
- Recording out every thirty days.*

- *Fiber Optic / Grant possible-fiber loop -connecting all buildings.*
- *Hiring staff for ALP-start in May -task force to meet / traffic patterns.*
- *Resident stickers for use at ALP Park should be going out with the next excise bills.*
- *Parking lot re-paved.*
- *Kiosk up and running / re-charge.*
- *Renting of the Gazebo.*
- *Lease of the concession.*
- *Playground is currently open*
- *Possible dumpster / carry in /carry out.*
- *Management of all the parks in Town- Highway Department will take care of all the parks in Town*

WARRANTS & MINUTES:

D. Dawes motioned the Board to approve the September 11, 2023 meeting minutes with changes to be made to spelling and clarification on some content per R. Hoover, seconded by R. Hoover. Roll call vote was taken 3 to 1 in favor. R. Bancroft abstained from vote was not in attendance at meeting.

ITEM S NOT REASONABLY ANTICIPATED BY THE CHAIR 48 HOURS IN ADVANCE OF THE MEETNG:

A. Smith read a letter from residents Sal & Josephine Testaverde, 11 Lakeridge Drive, Georgetown, Mass that was received by the Board thanking the Water Department & the Fire Department for their dedication, determination and hard work helping out with a flood that happened at their homes during a recent heavy rain.

SELECTMENS REPORT:

D. Dawes spoke on an e-mail project he has been working on relating to Georgetown e-mails-moving forward asking for anyone who is not using the .gov email please inform him and would like to know the reasons on any issues, a punch list has been started, anyone who works for the Town should be using Town e-mails.

D. Dawes updated the Board on the ongoing search for a new Veterans Services Officer interviewing candidates identified 3 currently will be interviewing another applicant which will our fourth applicant, next week and will update the Board when this position is filled.

A. Smith informed the community of the upcoming Indigenous People's Day which will be held on October 11, 2023.

A. Smith reminded the community that the Board will be meeting on October 16 2023 and October 30, 2023.

TOWN ADMINISTRATOR'S REPORT:

Complete Streets-Pedestrian improvement project should start in late March / early April of 2024-was awarded a while back we have a contract in place and the cost has not changed project will start in March 2024 which will include pedestrian upgrade and ADA appropriate crosswalks.

OPEB Audit-The Town received its revised Other Poist Employment Benefits _OPEB) Audit. The good news is the Towns overall liability went down by \$7,658,144 to \$37,848,380. the Town has currently \$476,410 in the OPEB Trust which leaves us at 1.26% funded.

HR Search Update: The Town has received interest from multiple individuals & agents who may be able to assist in providing part time HR Services, the Board was asked how to proceed given that they will each come with certain hours limitations, suggestion was made that maybe one of the interested individuals could be used as a mediator at a future meeting if needed, the School Department is in communication on this. R. Hoover will reach out to interested individuals with municipal experience to see if they have any interest in mediating.

Town Hall carpeting will start on Friday, September 29, 2023 which will take about two weeks to complete.

Temporary Staffing an applicant has been interviewed to fill in the Planning Office and could assist in the Conservation Office possibly will interview maybe two more applicants.

STM -Union Contracts are settled and would like the Board to consider having a special Town Meeting to reconfigure the budget and undertake some administrative and capital items. The Highway Department looking to lease a truck among other items, a more comprehensive list will be prepared and shared with the Board at the next meeting, Finance Advisory Board has been informed of this.

APPOINTMENTS & APPROVALS:

R. Bancroft motioned the Board to appoint Fire Chief Matt McKay to the Holiday Committee with a term to end June 30, 2023, seconded by R. Hoover. Roll call vote was taken all in favor.

ADJOURNMENT:

R. Bancroft motioned the Board to adjourn at 8:50P.M. with R. Hoover seconded the motion. 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:

Appointment request Holiday Committee

Town Administrator's Report

Surplus Property request / Town Clerk.

Meeting Minutes from September 11, 2023.

Meeting Minutes from October 20, 2023.

Request for annual tootsie roll drive / Kiwanis Club.