

Minutes of the Selectmen's Meeting of July 21, 2015
Town Hall – Meeting Room #1 7:00pm

Present: Chairman Ronald Clarke, Alan Dunham, Sarah Hewins, Helen Marrone, Town Administrator Michael Milanoski (TA) and Michele Doll

The Chair led the audience in the Pledge of Allegiance and reviewed agenda items.
Marrone read community prayer

NStar/ Verizon Pole Hearing

Karen Rae of Eversource Energy spoke regarding need for 9 new utility poles to provide service to an agricultural building at 138 Cranberry Road

Motion to approve installation of 9 new utility poles by Marrone. Dunham 2nd. Unanimous

Plaque honoring Laurence Blenheim for his donation to the Carver Public Library

Dick Ward was expected to speak, table for next meeting.

Request for appointment Margaret Blackwell to the Carver Cultural Council

Motion to approve appointment of Margaret Blackwell to the Carver Cultural Council by Marrone. Dunham 2nd. Unanimous.

Town Administrator Update

Fire Station Building Update – Subbids opened last week came in 6% below estimate. General Contract bids scheduled for opening tomorrow (Wednesday July 22nd) at 2:00pm. **Clarke** noted that Chief Weston worked hard with the Building Committee to bring down costs and asked if there would be consideration to include withdrawn items. **Milanoski** advised that bids were requested for the base building, as well as with inclusion of alternates. **Clarke** reminded the audience that the Bid Opening would be open to the public and urged those interested to attend.

Update on closeout of FY15 Finances – **Milanoski** advised that all transfers were finalized Monday July 13th, staying within the Budget of Town Meeting. Included was the transfer of \$128,000.00 from the school to Free Cash to assist with Snow/Ice. Adding that The Governor had authorized \$25 million in assistance to be distributed throughout the state, Carver to receive an estimated \$53,000.00. The current Snow/Ice budget is \$200,000.00, (TA) intends to increase this by 5% annually until \$300,000.00 is reached. **Dunham** asked if the School Committee members were receiving the Town Accountant's monthly report. **Milanoski** advised report was being shared with School Superintendent and Superintendent of Business & Finance. **Clarke** asked about the school sharing financial information with the Board of Selectmen on a regular basis.

Update on FY16 procurement and financial processes – **Milanoski** has package of required forms. The state requires all procurements valued between \$10,000.00 - \$35,000.00 have 3 (oral) bids and all procurements over \$10,000.00 require a contract. The Town will require everything

\$10,000.00 and over have a written bid, however it may be submitted as informally as an e-mail format.

Bonding and Refinance discussion

Milanoski anticipates approval and signing of permanent financing in September

Budget Process for Operating Budgets

FY17 bylaw change approved 4 Step process. (TA) reviewed process: All departmental budgets to be submitted to (TA) 75 days prior to Town Meeting; Recommendations to Finance Committee 60 days prior to Town Meeting; Finalized budget ready 30 days prior to Town Meeting, after which all changes will be subject to Town Meeting floor. **Hewins** asked when the budget would be made available to public. **Clarke** stated prepared budget will be posted to website for public access, through anticipated website 'Budget Page'. **Dunham** asked if deadlines were discussed with school. **Milanoski** moved deadlines out from original November 15th date to accommodate school.

Route 58 Project has been awarded to Lawrence Lynch. Will advise anticipated start date following Pre-Construction meeting.

Aggregation Documents will be available for public viewing at the Town Clerk's office from July 22nd – August 5th

Designee for Master Plan Committee

Hewins and Marrone both volunteered. **Dunham** motioned to nominate Hewins for discussion purposes. Clarke 2nd. **Dunham** feels Hewins involvement with previous Master Plan will be beneficial. **Marrone** believes a 'fresh' outlook would be beneficial. **Dunham** withdrew his motion and agreed to wait for a full board to vote.

Selectmen Comment Period

Dunham reminded audience of the constant needs of the Food Pantry and the upcoming Old Home Day celebration on Saturday July 25th. Contact Cheryl Weston for tickets to the Annual Clam Bake.

Hewins thanked the School Department for the turnover of \$128,000.00 to free cash, which far exceeded their usual annual amount. Noted that YPAC will have a display table at Old Home Day.

Clarke announced the High School recently made the Washington Post's list of "America's Most Challenging High School's". Carver ranked in the top 1% nationally, at #132 with an index of 1.042.

Appointment of Election Workers

Motion to approve re-appointment of Election Workers by Hewins. Dunham 2nd. Unanimous.

Request for use of Sampson's Pond on August 15th by Cub Scouts for Annual Fishing Derby
Motion to approve use of pond and waive standard fee by Dunham. Hewins 2nd. Unanimous.

Acceptance of Deeds for Julian Grove and Szczepanek properties.

Hewins inquired about e-mail from K&P regarding problems. **Milanoski** advised that the Assessor resolved the issue. The building in question is not part of property. (TA) will follow-up and verify corrections made.

Motion to approve subject to appropriate resolution by Hewins. Dunham 2nd. Unanimous.

TA Goals and Objectives for FY16 and vote to extend contract

Clarke reviewed (TA) goals and objectives for audience. Extending contract will allow for evaluations to coincide with Fiscal Year end. Updated contract will include one additional week vacation and 2% annual salary increase through FY19.

Motion to approve changes and extend contract 6 months, to July 1, 2019 by Dunham. Marrone 2nd. Unanimous.

Status Update on joint Board of Selectmen / School Committee meeting

Selectmen and School Committee members have agreed to meet quarterly to improve overall communications and help facilitate strong Government/Education bond. Meeting scheduled for Thursday, July 23rd is cancelled due to many newly arisen scheduling conflicts.

Form sub-committee for purpose of reviewing taxes and the community

William Duggan, 285 Meadow Street, spoke regarding his recent suggestion to Selectmen to financially aid local seniors by freezing their property tax rate once they've met age of retirement, also possible decreasing tax rate at a future date. **Clarke** requested a study committee be put together. Also, suggested (TA) inquire with other communities regarding program ideas. Assessor and Town Accountant should be included in final discussions. **Milanoski** suggested input from Board of Assessors, School Committee, Finance Committee and Veteran's Agent. **Clarke** requested notice be made to residents of search for volunteers to serve on the newly formed Tax Relief Study Committee. Have members from the General Public involved in original discussions, then present to Town officials.

School Building Committee, MSBA

Reviewing mechanical systems: internal traffic circulation and architectural plan has met requirements. CPC funds to pay for recreational space - included are 2 baseball/softball fields and five (5) small youth soccer fields. Conservative estimated household cost of debt exclusion (25 years) per average home valued at \$255,000.00 is \$407.00, believe it will be less. Committee is working to reduce, will not have final numbers until after November 18 when MSBA takes vote. Assessor is already working on preliminary numbers for parks (ie: South Meadow and Cranberry Village). **Clarke** suggested a presentation by the Advisory Committee to the senior parks. **Milanoski** advised Flyers will be available at Old Home Day.

Water Well Update

Test being submitted to DEP

Schedule Emergency Management Training

Board requested that a list of options be provided by Director.

Move all public comment periods to beginning of meetings

All Public comments to be invited at beginning of meeting, there will no longer be a second comment period. Time to be allotted will be no more than fifteen (15) minutes. Each citizen to be given approximately three (3) minutes. Item of discussion does not have to be relevant to agenda.

Motion to move all Public Comments to beginning of meeting by Marrone. Dunham 2nd. Unanimous.

Playground Update

Fence company has submitted quote. Cement, donated by Cape Cod Ready Mix, has been laid. Parts due on Thursday. Water will be turned on as soon as fence is erected.

Police Station Update

Two cadets are scheduled to graduate on Friday August 21st at Memorial Hall in Plymouth. They will receive a one week orientation to policies and procedures. Followed by a three month ride-along with a veteran officer, thirty days on each shift. Expect to have them out on own in December, but will respond to calls with another unit. Will be able to bid shift in January. Officer Mello setting up an office and will be working Full-time as Resource officer in the fall. Station is collaborating with YPAC in the Junior Police Explorers program in August. Sponsoring the National Night out on Tuesday, August 5th. Evening will include a K-9 show and Child Safety Program.

Approval of meeting minutes for June 16, 2015

Motion to approve by Dunham. Hewins 2nd. Unanimous

Public Comments

Robert Belbin, 26 Gate Street, commended several town employees for their efforts. Requested a review of Conservation Commission using outside constable, who he claims was not bonded. Suggested a class be offered to all committee/board members on the Open Meeting Law. He questioned the delayed posting of agenda for this Board of Selectmen meeting. He would also like to see individuals held accountable for Cole property, he feels the Town did not handle situation properly after receiving his initial complaint. **Clarke** agreed class may be a good idea, and encouraged Belbin to submit his examples of alleged violations for discussion. **Milanoski** stated Mr. Belbin's position on the condition of the Cole Property is a matter of opinion, not fact. Conservation Commission has responded to multiple requests. There have been many design changes that the Chairman was aware of and the Conservation Commission has sole jurisdiction over the matter.

Next meeting August 18, 2015

8:43 pm Motion to move to Executive Session by Dunham. Marrone 2nd. Roll Call: Affirmative: Dunham, Hewins, Clarke, Marrone. Unanimous