

Minutes of the Selectmen's Meeting of May 13, 2014
Town Hall – Meeting Room #1 7:00pm

Present: Vice-Chairman Richard Ward , Selectmen Ronald Clarke, Alan Dunham, Sarah Hewins, Helen Marrone, Town Administrator Michael Milanoski (TA) and Elaine Weston

The Vice-Chair led the audience in the Pledge of Allegiance and read the announcements.

Re-organization of the Board: Hewins nominated Ward as Chair, second by Marrone. Vote 5-0.

TA suggested nominating a Vice-Chair. Marrone nominated Clarke as Vice-Chair, second by Dunham. Vote 5-0.

Proposed Rescheduling of Town Meeting from June 2 to June 16.

TA suggested moving the date due to the fact that a new board would have to immediately vote on a budget and the town & school budgets just became finalized and he would like the Board to take a few weeks to review. Motion by Clarke to move Town Meeting to June 16, second by Dunham.

Clarke questioned if this is something the TA would like to see going forward. TA feels the initial budget from the state will be out and there may not be a large gap in the amount of money added by the state to make a difference in the budget. He proposed that future elections occur after Town Meeting.

Vote 5-0.

Re-vote acceptance of Blogging, Code of Conduct, Financial Management Policies, Agenda Policy or modify: Dunham feels the Board should follow the advice of the facilitator and have the new board review the policies. He reviewed his revised suggestions in each.

Blogger's Code of Conduct: Addition of one sentence at the beginning. Motion by Marrone to approve the change the Blogger's Code of Conduct, second by Clarke. Vote 5-0.

Board of Selectmen Code of Conduct: Motion by Dunham to accept the Board of Selectmen Code of Conduct with the suggested changes. In section 1 add new item g. Hewins disagrees with item G. She would like to add in section at the end "and other responsible parties". Change item G to state "Once a vote has been taken by the board, support that vote.

In section 2, add new item e. Hewins disagrees with item e. She feels that voting on the code of conduct is insulting. Marrone feels that the code of conduct is trying to set an example for the Selectmen as the leaders in the town. Clarke feels it isn't unusual to sign off on conduct. Ward feels he would like to set an example.

Marrone and Dunham agree with Hewins that section 2 item c "disposition and solution" has an uncertain meaning.

Section 3 item g –Hewins disagrees with this. Discussion on the interpretation of its meaning to each of the Selectmen.

Section 4 item b – Hewins disagrees with this. Discussion on the interpretation of its meaning to each of the Selectmen.

Hewins would also like to add to Section c, d & e “and appropriate department heads”.

Motion to approve all suggested changes by Clarke, second by Marrone. Vote 4-1-0 (Hewins opposed).

Financial Management Policies: Motion to approve changes as amended by Marrone, second by Clarke. Dunham feels that new revenue should be handled separately. He also would like to add to item 6 the Superintendent “under the direction of the School Committee” and the Town Administrator “under the direction of the Board of Selectmen”.

Hewins concerned that these are goals not policies. Dunham suggested that a third paragraph be added before the financial objectives section. Clarke feels that goal/objective/policy can be interchangeable and the flexibility is there and there is wiggle room. It is not binding as a by-law. Hewins would like to invite Tom O’Brien on the OPEB issue. TA stated that this is not pension related and there is an appointed OPEB committee which is dealing with healthcare.

TA stated that the goal of the document is to have the objectives transcend the members of the board and the Town Administrator and the objective of getting an increased bond rating when we have large construction projects on the horizon.

Vote: 5-0

Agenda Policy: Motion by Clarke to approve the Board of Selectmen Agenda Policy as amended, second by Marrone.

Dunham reviewed his suggested changes. TA suggested that this be adopted as a policy statement.

Vote: 5-0

5 minute break

Schedule presentation with Town Counsel on Open Meeting, Ethics and Public Records.

TA stated Town Clerk has scheduled Ethics training for town employees. A time for Town Counsel to come for a two-hour presentation needs to be set.

Presentation of Governance Committee Preliminary Recommendations:

Stephen Gray and John Cotter presented the recommendations of the Governance Committee. Committee Members include Dick Ward, James Grimes, Jack Angley, John Cotter and Stephen

Gray. Every vote on every topic has been unanimous. Members have had disagreements and have had many arguments, but the unanimous agreement is that the changes suggested can change the face of government.

Recommendations:

1. The Police Chief selection process be changed. The former Police Chief selection process was unprecedented. It cost the town \$20,000 and it makes it difficult for the town to seek qualified candidates. The Committee suggests a 4-step process in the future:

1. Town Administrator to appoint a 5-member screening committee (4 at –large, 1 with expertise in the field)
2. 3 candidates chosen by the committee and recommended to the Town Administrator
3. 1 candidate recommended by the Town Administrator to the Board of Selectmen
4. Board of Selectmen vote to approve appointment

After 2 ½ years of the Police Chief's 3-year contract, a performance review of the Police Chief shall be done by the Town Administrator and give a judgment if the Chief should be re-appointed or not. If it is not recommended that the Chief be re-appointed by the Town Administrator, the current Chief can apply to be in the selection pool.

2. Appointment of the Treasurer/Tax Collector. It is a highly technical position with specialized training needed in the field with qualifications and certifications. This would occur after the current elected candidate finishes her term.

3. The DPW Commissioners be abolished. They seldom meet, when they do they often cannot get a quorum. The DPW Superintendents (former and interim) feel they do not need oversight from the commissioners. They also receive an annual stipend totaling \$1,500.

4. The Board of Health go from elected to appointed. Many qualified candidates do not want to tread the waters of public politics. They also receive an annual stipend totaling \$1,500.

5. Position of Conservation Agent should be changed from full-time to part-time. The position involves interaction with people needing relief of the Conservation Commission. Grant writing is critical going forward, which should be a separate line item in the budget for a third party who could work across departments for grant writing purposes.

6. By 7/1/14, The DPW & Buildings and Grounds departments should be combined so certain costs and operational efficiencies can be achieved. The first year would save the town \$22,000. Future cost efficiencies could be by utilizing the collective talents of each individual and ongoing training.

Developing a cohesive energy policy could save the town 25% per year.

Also recommend over the next year that the Board of Selectmen, School Committee, and Superintendent bring the School Building and Grounds department all under one umbrella to be rolled out by 7/1/15.

This would help achieve both cost and labor efficiencies.

7. Inspections departments be consolidated: Planning, Conservation, Building and Board of Health to combine to be PEP: Planning, Environmental and Permitting. This would help give better and improved services to the public.

The Governance committee will be having a public hearing next Tuesday evening.

Town Administrator Update:

Fy 15 Proposed Draft Budget and Reorganization Plan

TA presented the balanced 2015 draft budget. He reviewed school budget meeting from the previous evening. School employee layoffs reduced to 12. Their priority is to add additional staff to their 3rd and 4th grade classrooms and he feels the extra \$138,000 in the budget for the school may be able to help them accomplish that. He feels this budget sets the town up for a secure financial future. Total revenue for the town is \$36.9 million. Total expenses \$16.3 million. Capital Reserve Fund is being suggested coming out of the stabilization fund to accommodate needs during the year only for major capital items over \$10,000. The School Committee has not approved the suggestions in the draft budget. Dunham asked if the Superintendent and the Chairman of the School Committee would come before the Board. Dunham also asked if the School Superintendent and School Committee agreed to move funds from school to town. There was not a lot of wiggle room in the budget to make cuts. TA presented a uniform Wage and Classification plan-unchanged, just consolidated into one document. Approximately \$900,000 was cut from the total department requests.

Clarke asked for a line requesting Finance Committee recommendations.

He also questioned the Capital Building Stabilization fund. TA stated there will be a Capital Stabilization fund encompassed in that for smaller projects (i.e. roof repair).

Dunham questioned if the recommendations of the Governance Committee can be listed. TA stated that all recommendations will be in the form of warrant articles.

Hewins questioned if the Department Heads would be present to discuss their budgets. TA stated he believes that can happen, but may not be feasible this late in the season to have multiple Saturday meetings.

Clarke would like to invite all of the Department Heads to the next meeting and they can speak on their budget if they choose to.

TA suggested starting the next meeting at 6pm and give each Department Head the opportunity to talk about their budget. At the next Department Head meeting he will ask if anyone would like to discuss an issue can be put on the next agenda.

AG finds no fault with ZBA in open meeting violation filed by Robert Belbin

The town spent close to \$1,000 in legal fees and no violation was found.

Town Clerk Update: Ethics training and recruitment of Election workers

Town Clerk welcomed anyone interested to sign up for Ethics training. She is also looking for Election workers. She also noted the date change for Annual Town Meeting

Board of Selectmen Comment Period

Marrone-wished new board success and comradery over the next year. She would like to suggest bringing prayer as part of the agenda.

Clarke-would like update at next meeting from the Building Capital Stabilization Fund. Sportsman's Club is having a scholarship breakfast Sat. 5/17 7:30 – 11.

Hewins – Congratulated Ron & Alan, thanked the voters and reminded everyone the Memorial Day Parade is at 9:30 in front of the SOV Hall.

Dunham – Thanked Andy Cardarelli for running a great campaign. He asked to keep all the victims of the Center Street accident in your thoughts and prayers. The chorus will be performing next week and they are having a raffle.

Ward – Reminded everyone of the parade and announced that 4 Eagle Scouts are receiving the award: Joshua Goodman, Sean Roe, Richard Butts, and Christopher Belbin.

Congratulated everyone who ran in the election and thanked his fellow Selectmen for electing him Chairman.

School Elementary Building Committee Update:

Site Selection (2 possible sites)

Met with DEP on the Sewerage and water recommendations for either site. They also discussed reducing costs of a wastewater treatment site. On track with MSBA for their July 30 meeting after which we should be invited into their capital pipeline. Superintendent Sorrell has worked hard at producing the comprehensive reports on short notice.

Acceptance of Grants:

AD Makepeace Neighborhood Fund: \$3,500 for Farmer's Market and MIIA Loss Control Grant of \$1,655 for the Police Department booking room surveillance equipment.

Motion to accept the AD Makepeace grant by Hewins, second by Marrone . Vote 5-0.

Motion to accept the MIIA grant by Hewins, second by Dunham. Vote 5-0.

Appointment: Kevin Tracey – Community Preservation Committee

Motion to appoint Kevin to the CPC by Hewins, second by Dunham. Vote 5-0.

Application for One Day Special License: Frosty Dog 6/2 8pm-11pm - withdrawn

Request to use Shurtleff Park: Lisa Thibodeau 6/21 10am – 3pm

Motion to approve by Clarke, second by Dunham. Vote 5-0.

Motion by Dunham to waive the fee, second by Clarke. Vote 5-0.

TA suggested a policy on waiving fees. Marrone motioned to form a subcommittee with Ward, Dunham and TA, second by Clarke. Vote 5-0.

Approval of Minutes of 4/22/14

Motion to approve my Marrone, second by Hewins. Vote 3-0-2 (Dunham & Clarke abstain).

Public Comment Period

Richard Keiser: Would like to be put on the next agenda regarding the housing problem.

Dick Ward to review this request.

Motion to go into Executive Session by Marrone at 10:30pm to discuss strategy with respect to collective bargaining negotiations with unions (Clerical, Dispatch, DPW, Police) and for non-union negotiations with all non-union personnel not under contract, and strategy for litigation in a MCAD Carver Police Department Case from 2005 with Patrol Person Bassett, Duphily, Engleheart and Sarmento against former Police Chief Parker that may have a detrimental effect on the bargaining position of the town if held in an open session, and to convene to open session.

Roll Call affirmative: Dunham, Hewins, Clarke, Marrone, Ward. 5-0

Return to open session at 11:25pm

Motion to adjourn by Clarke, second by Dunham. Vote 5-0.