

MINUTES
Governance Committee
4/14/14 @ 7:30am

Meeting was called to order at 7:30 after all members Dick Ward (DW), John Cotter (JC), Jack Angley (JA), Stephen Gray (SG), Jim Grimes (JG) and Town Administrator (TA) were present.

Motion to open meeting at 7:30am by JG and second by JC – unanimous

Modifications were made and reflected in the minutes

Motion to approve with changes JC, JA 2nd, Vote: unanimous

Bill Halunen present:

DPW: 3 men short for a while, only one in budget due to acting appointment of John Woods

Water Dept: Hire 2 (had to call Middleboro for help when line broke) this would save money if DPW did it

Look into water consultant – structure, look at requirements. TA to look into water consultant (how much, DEP, etc) TA to provide more info at next meeting with Jack Hunter

Bill thinks combining DPW & Grounds is a good idea, but DPW superintendent may need more staffing.

John Kelley has been a Commissioner for over 20 years.

Bill ran DPW generally without direct oversight from Commissioners & doesn't think it would be a problem for the position to become appointed as he felt he reported to the TA and needed his approval for all major items.

JD Kelley did not want outside interference and thinks the DPW should operate on their own.

Robert Tinkham – Health Agent: provides health and safety for town. Mostly inspects septic systems due to the town having no sewer, along with the landfills and restaurants. He has a B.S. in Health and has certifications in Septic inspections, pesticide, small water systems, food, etc.

Also does Weights and Measurements and feels that is time consuming and feels service could be better provided by a part-time person. Also, committee discussed concerns of appointment verses election of official.

Frank DeFelice: Part-Time Building Inspector: Provides inspections, has all certifications necessary to be a Building Inspector. They discussed consolidation of the administrative duties and he feels it will work well with Deb as Office Manager. Discussed most large projects are construction control and a registered engineer signs off on all work reducing the need for Building Commissioner. He felt he had enough hours as a part time inspector. Now plumbing and electric are paid per site inspection vs. 75% of the fee which he stated was ridiculous. Discussion of zoning enforcement officer to work with the Health Agent.

ZBA: Appointed board with 5 members and 2 alternates. It is a judicial board. They generally discourage the board from talking about cases in public. There have been 4 appeals in the last 12 years and the town won them all. Work load has gone down since some items are now allowed by right and Planning has oversight over signs

Jack Hunter: Director of Planning and member of the following: Redevelopment Authority, Business Development and North Carver Water District. Discussion on hours of support staff and what is needed to have a good flow to consolidate departments. Carver has 2.7% affordable housing. Once ranked 12th in state for foreclosures. Supports administrative and department reorganization. Has a BA in geography, and a masters in planning. He has one part-time staff person that works 19 hours per week of which over 5 is devoted to NCWD. Also, has intern funded by Makepeace that works on ArcMap and produces maps.

Sarah Hewins: Conservation Agent: Carver has 40 square miles, special soil type. Land stewardship require up to date open space plan. Requirement of Conservation Commission Agent is oversight of Wetlands Act however, permitting is not the main thing she does now. She has spent the last 2.5 years to learn ArcMap and

still has more to learn in order to produce maps. Agriculture community relationship has improved with her assistance as growers are exempt if they have an approved farm conservation plan. She has made sure Conservation Commission makes decisions on permits so they do not get approved due to inaction by the Conservation Commission.

Chairman decided to continue to next meeting due to time constraints.

Next meeting will be Thursday 4/16 at 8:00am

Topics for Agenda:

8:00 discussion of NCWD & consultant vs. having a full-time staff from DPW, also DEP regulations

8:15 discussion with Conservation Agent

8:30 discussion and next steps by committee on :

Appt. of Police Chief process, DPW Commissioners, Town-wide DPW/Grounds Dept., Appointed Treasurer/Collector, Appointment of Police Chief, Reorganizing the Planning, permitting, inspections and environmental department.

Motion to adjourn at 9:40am by JG, DW 2nd, Vote: unanimous.