

**Minutes of the Selectmen's Meeting of April 8, 2014**  
**Town Hall – Meeting Room #1 7:00pm**

Present: Chairman Michael O'Donnell, Vice-Chairman Jack Franey , Selectmen Sarah Hewins Helen Marrone, , Administrator Michael Milanoski (TA) and Elaine Weston  
Absent: Richard Ward

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

**Presentation of Boston Post Cane and Certificate to Vera Doucot (105 years old)**

O'Donnell read the Plaque that will be delivered to Vera as she was unable to make it to the meeting.

**Town Administrator Update:**

**IT Systems Review & Recommendations;** TA reviewed the consultant's recommendations for the technology for the Police Department in order to be FBI & CJIS conforming which will cost approximately \$30,000. A secure system is needed and all Police Departments must have it. Marrone questioned if this would be part of the entire integration of the town. TA stated that this needs to be separate technology. Franey questioned why he is just hearing about the severity of this matter now and questioned why it wasn't brought up sooner. TA stated that the Town does not have the IT personnel to do the planning. We have been 'borrowing' the IT staff from the school to fix problems, but not to look forward to what each department needs. TA stated that internet security also needs to be updated. TA feels when the consultant comes in to make the presentation at the next meeting, he will be able to tie it all together.

**MSBA Update;** MSBA has received majority of the necessary data required. They are open to alternatives and are open to funding those alternatives. The enrollment projections have changed from 850 students + 75(for pre-k & special ed), and the current projections are now 750 students and +75 (for pre-k & special ed). The existing study needs to be updated and there won't be any reimbursement until that is determined. The cost of the update is budgeted at approximately \$100,000 in additional funds. The feasibility needs to be updated to accommodate less students. We will also need \$50,000 for the alternative analysis in order to explore two sites around the High School which the Collins Center will look into. TA stated that the majority of these costs should be reimbursed at the end of the project. TA projects reimbursement at over 60%. April 21 is the 1<sup>st</sup> meeting for the new Elementary School Building Committee.

**SoftRight Software;** SoftRight Software was brought to the Finance Committee last night & they voted to support and fund the initial phase of the project, contingent upon approval by the Capital Outlay Committee which approved it earlier this evening.

**Entero Solar Update;** Notice was sent that the project had passed their deadline. Jack Hunter, Director of Planning reviewed the extension agreement with Entero. TA is looking for authorization for Town Administrator to enter into a contract. Motion by Franey to support the Town Administrator entering into a contract extension with Entero. Second by Hewins.

Marone questioned why he is delayed on the project. Hunter stated that the cost has decreased from \$1 million to approximately \$125,000. Marrone recommended that if Entero terminates prior to the six months that Entero pay for those six months. Hunter stated he can look into that. O'Donnell agreed with Marrone. Franey amended the motion to include payment for six months. Vote 4-0-0

**Capital Stabilization Fund and next steps;** One of the elements in the Town Financial Policies, is to develop a fund which is 10% of the town's expenses. The fund would be used for buildings, grounds and equipment. The Building Stabilization Fund was primarily to put in new personal property taxes into that fund. This year it is projected at \$360,000 primarily for the work NStar is doing. The money was to be set aside for funding the Fire & Police Station. TA is proposing a Capital Stabilization Fund in which the scope is broadened to include Capital Outlay items so it is a comprehensive infrastructure mechanism. The primary concern in analysis of town revenue, is the equipment is well maintained, however the town would be at risk for not having the funds to purchase capital outlay items. This can be accomplished with good financial discipline. He read his recommendation of the 20 year forecast for the building stabilization fund. TA feels this money should not be used for operating costs. O'Donnell stated that this could enhance the town bond rating. TA feels the town needs to maintain infrastructure. The Feasibility Study outlines what the town needs. Motion by Franey to support plan of moving forward with a Capital Stabilization Fund, second by Marrone. Vote 4-0-0.

#### **Governance Committee Update**

TA discussed the Feasibility Study done by Joseph Piantedosi. His recommendation is that it will take a few months to merge all of the infrastructure departments into one. This would be a two phase process to move the DPW and Town Facilities into one department. Next year work on an implementation plan with the school and exploring the funding mechanisms to maintain this and additional short term costs to be incurred. Year two the town may have no savings, but savings will be seen in other categories. Franey questioned the DPW Commissioners. TA stated that the Governance Committee is discussing if the town would like to dissolve the Commissioners.

**Police Injured on Duty Revolving Account expenditures of \$75,000** The account will exceed the amount currently set and needs to be increased. Motion by Franey to approve the addition of \$15,000 to have a cap of \$90,000, second by Marrone. Vote 3-0-1 (O'Donnell abstain)

#### **BOARD OF SELECTMEN COMMENT PERIOD**

##### **SRPEDD Re-Appointments: Bos Rep: Jack Hunter**

##### **JTPG Delegate: Jack Hunter**

Motion by Franey to re-appoint Franey at the SRPEDD rep and appoint Jack Hunter as the JTPG delegate with John Woods as the Alternate of the JTPG, second by Marrone. Vote 4-0-0.

**Town Plumbing and Gas Inspectors (past & present)** New Employment agreement with Stephen Peterson as Wiring Inspector. TA would like to use this same contract for the Plumbing and Gas Inspector. The By-Laws are not clear on who appoints this position and TA would like

authorization to appoint the Plumbing and Gas inspector. Motion by Marrone to authorize the TA to appoint the Plumbing and Gas Inspector to mirror the Wiring Inspector, second by Franey. Vote 4-0-0.

**Approval of Minutes of 4/1/14** Motion by Franey to approve minutes of 4/1, second by Marrone. Vote 4-0-0.

**Request for use of Shurtleff Park: Carver Music Boosters Sunday June 22 & Saturday, July 19 noon-3pm** Motion by Hewins to approve, second by Franey. Vote 4-0-0.

**Topics not reasonably anticipated 48 hours in advance of the meeting:**

**Request for one day liquor St. John's Club 4/26/14 7pm – 11pm** Motion to approve by Franey, second by Marrone. Vote 3-0-1 (O'Donnell abstain)

#### **Public Comment Period**

Steve Pratt: Commended TA for moving forward with the Building Stabilization Fund

Robert Belbin: Spoke on RDA regarding the Collins Center Report – Feels it is a good idea of where we have to go. He gave a document to Franey about Open Meeting Law

Richard Kyser spoke to Selectmen about his housing issue to be brought up at a future meeting.

#### **Board of Selectmen Comments:**

Marrone: Met with Kopelman & Paige & is pleased with the direction they are going and would like to have them come in after the election to present what is happening. Carver PTO Coyote Family Challenge this weekend at 9am.

Franey: Fire Department Graduation is this Saturday at 1:30 and the Council on Aging is having an Open House at 10am.

O'Donnell: Please keep all the servicemen men & women in your thoughts and prayers. God Bless you & the citizens of Carver.

Robert Belbin read an Open Meeting Law Complaint from 12/27/11. TA addressed the issue.

**Motion to adjourn at 8:45 pm by Franey, 2<sup>nd</sup> by Marrone . Vote 4-0-0.**