

Minutes of the Selectmen's Meeting of February 11, 2014
Town Hall – Meeting Room #1 7:00pm

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

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

Town Administrator Update

1. **Anonymous Blogging:** Passed out a blogger's code of conduct which contains suggestions of being honest, open and frank and for blog sites to require a name instead of remaining anonymous in order to be accountable for what is written. He asked to compare the behavior to how you would ask your young children to behave. He also asked that if information is misstated, to address it to the people posting it and have them come back and modify the error. He asked that any entity in town to follow the code of conduct and asked the Board of Selectmen if they would adopt it. Marrone stated that it should not be limited to just blogs, but also to Facebook, news articles and newsletters.

Motion by Hewins to approve the code of conduct, 2nd by Ward. Vote 5-0-0

2. **Financial Planning Update:**

FY '13 Audit exit conference from Powers and Sullivan is scheduled for Feb. 25. He stated that the findings are that there have been significant improvements in town and invited the Finance Committee to also be at the meeting with the auditors.

Snow & Ice removal & Storm coverage is currently \$86,000. Staffing Fire & Police during storms could cause potential budget overages. He has authorized the Police Chief to overspend some overtime order to expand surveillance to address and help combat the drug problem.

North Carver Water District Update: Meetings have been held for the last few weeks to establish a 20-year plan for growth and debt-service. This year the Town is looking at needing a minimum of \$140k and it looks like on conservative assumptions, that the town may have to subsidize the NCWD for 10-14 years. We also need a larger water storage facility in order to keep up with the demand during the day. Capital costs will be needed for future products.

3. **FY '15 Budget:**

FY'15 preliminary revenue anticipated of \$615k (\$500k in levy growth utilizing the maximum levy) and fixed new expenses of \$364k(+) (North Carver Water District, Plymouth County Retirement & Health Care)

FY '15 Budget Schedule: He is looking to have a budget for the Board for March 25 and would like to have a warrant article deadline of March 11. In line with what the community has requested, he feels it is a priority to increase positions in the Police

budget in order to address the drug issue in town for a detective and resource officer. All Selectmen expressed that they would like to see police presence increased in the schools and in the community.

Mobilizing the Community Update: O'Donnell recused himself as a member of the Police Department. Many of the Selectmen attended the event and would like to work together to see a shift in the community and try to chip away at the drug problem in town. Motion by Franey to begin to support the development of additional resources to combat the drug issue in town, 2nd by Ward. Vote 4-0-0

Financial Management Policies: He has met with a Financial Advisory Group consisting of the Town Administrator, Town Accountant, a member of the Board of Selectmen, School Superintendent and Superintendent of Business and Finance, two members of the Finance Committee and two members of the Capital Outlay Committee. The Committee came up with Financial Management Policies which he would like the Board to adopt. He reviewed the list of policies which include: The Town Administrator shall annually prepare a sustainable balanced budget, long-term budgetary planning, ongoing operating costs being funded by ongoing operating resources only, maintaining a General Stabilization Fund, maintaining infrastructure, adopting the policies with the School in conjunction to determine identifying duplication of services, assure long-term solvency necessary for the Town's future other post-employment benefits, create a capital stabilization fund and identify options to reduce the levy limit below the 2.5%. Motion to approve the Financial Management Policies by Franey, 2nd by Marrone. This is meant for town-wide planning for the Town Administrator and Board of Selectmen. Vote 5-0-0

4. **Facilitator for Board of Selectmen Goals and Objectives:** Jeff Nutting has scheduled a meeting to be held on March 6 at the A.D. Makepeace room at the School Admin. Building for a roundtable discussion re: setting goals and objectives for the Town Administrator. It should last approximately 4 hours beginning at 5:30pm.
5. **MSBA:** Carver has been invited to apply to the MSBA for funding for the Elementary School. He is requesting the Board to authorize the Town Administrator to execute Initial Compliance Certification. The vote is on the full amount, not the re-imbursement percentage. The full amount does not have to be borrowed, but does need to be approved. Motion by Hewins to authorize the Town Administrator to execute the Initial Compliance Certification, second by Marrone. School Superintendent stated that feasibility study money may not be necessary depending on the recommended site for the school. There are modules in place of the phases in the documents required. She agrees that all of the information should also be on the website. Vote 5-0-0

Requesting the Board of Selectmen to authorize the Town Administrator to create and appoint a School Building Committee per MSBA. Motion by Ward to authorize the Town Administrator to create and appoint a School Building Committee in compliance with the MSBA guidelines, 2nd by Marrone. Vote 5-0-0

- 6. Fire Station:** O'Donnell recused himself. Requesting the Board of Selectmen to authorize the Town Administrator to create and appoint a Fire Station Building Committee. Motion by Hewins to authorize the Town Administrator to create and appoint a Fire Station Building Committee 2nd by Marrone. Vote 4-0-0 . Motion by Franey to appoint Michael as the Chairman of the Fire Station Building Committee, 2nd by Marrone. Vote 4-0-0
- 7. OPEB:** Requesting the Board of Selectmen to authorize the Town Administrator to create and appoint an OPEB Study Committee. Motion by Marrone to authorize the Town Administrator to create and appoint an OPEB Study Committee, 2nd Hewins. Vote 5-0-0
- 8. Governance Committee:** Requesting the Board of Selectmen to authorize the Town Administrator to create and appoint a Governance Committee to provide recommendations that can be identified and studied prior to Annual Town Meeting. Motion by Franey to authorize the Town Administrator to create and appoint a Governance Committee to provide recommendations that can be identified and studied, 2nd Marrone. Vote 5-0-0
- 9. Route 58 Corridor Project:** Received approval to move forward with the right of entry agreements and permanent easements. Over 100 temporary and approx. 20 permanent easements needed. Anything that is disturbed will be replaced as part of the project. The town needs to secure all easements before moving forward.

Unanticipated Topics: MIIA Loss Control Grant

Acceptance of MIIA Loss Control Grant for Personal Protective Equipment in the amount of \$2,519.00 and Approval of Grant Fund for MIIA Loss Control Grant. Motion to accept grant by Franey, 2nd by Hewins. Vote 5-0-0

Board of Selectmen Comments:

Franey: Suggested that an override be put on next agenda for the Police Department

Hewins: No Comments

Marrone: Wished everyone a happy Valentine's Day.

Ward: Thanked the Town Administrator for taking charge of Town business

O'Donnell: Asked everyone to pray for the servicemen and servicewomen around the world and God Bless the citizens of Carver.

Licenses & Permits

1. One Day Special All-Alcoholic: Council on Aging 3/17 4pm-9pm

Motion by Hewins, 2nd Marrone, Approved 5-0-0

Bartending Service of N.E. 3/1 7pm-11pm

Motion by Franey, 2nd Ward, Approved 5-0-0

2. Sampson's Pond – Norfolk County Bass Anglers 3/30 (Sunday) 20 vehicles

Motion by Ward, 2nd Franey, Approved 5-0-0

All State Bass Anglers 6/21 (Saturday) 5 vehicles

Motion by Franey, 2nd Marrone, Approved 5-0-0

Approval of Minutes: January 28, 2014

Motion by Franey. 2nd Marrone Approved 5-0-0

Next BoS Meeting – February 25, 2014 at 7:00pm

Public Comments:

Steve Pratt: Mentioned the optional meal tax for additional revenue. It could potentially be up to \$90,000. OPEB liability funding-would like to get an update for retirement healthcare expenses.

Rich Keiser: Housing Court update-he passed out a handout to the Board and asked the Board to send a letter to the State Board of Inspections and ask them to come out. He would also like to meet with Town Counsel with O'Donnell and Ward and Michael.

Roger Santos: Complained about the DPW not plowing in front of his house. Concerned that emergency officials cannot come to his house when it is not plowed. He submitted a bill for his plowing services and threatened to sue the town.

Unanticipated Topic:

O'Donnell read letter of recommendation for James Purcell for his work as Interim Town Administrator. All Selectmen and Milanoski praised his work.

Motion to adjourn at 8:50 pm by Franey, 2nd Marrone . Approved 5-0-0.