

**Carver Select Board  
Meeting Minutes  
Town Hall Meeting Room #1  
February 16, 2021 - 7:00pm**

In Attendance: Chair Sarah Hewins, Vice-Chair Robert Belbin, Jen Bogart, Jim Hoffman, Mark Townsend, Interim Town Administrator Rick LaFond & Assistant Town Administrator Elaine Weston.

The Chair led the Pledge of Allegiance and Belbin read the community prayer.

**Citizen's Participation:** None

**Appointment to Agricultural Commission:**

Motion to appoint Richard 'Dick' Ward & Elizabeth Murphy to the Agricultural Commission by Townsend second by Hoffman.

Elizabeth Murphy has stables in Middleboro, but the land is in Carver. This is located on the other side of the Rochester Road bridge. They have 10 acres.

Vote 5-0

**Constable reappointments:** Gregory S. Kamon & Robert A. Tirrell

Motion to reappoint as Constables for a three year term by Hoffman, second by Townsend.

Belbin questioned how much money the constables have brought into the town, services provided and if they have been productive.

Bogart would like to also have this information and to see if there are any Carver residents interested in this appointment.

Motion to table by Hoffman, second by Townsend.

Vote 5-0

**Annual Town Election Warrant:**

Motion to approve the Annual Town Election Warrant by Townsend second by Belbin.

Vote 5-0

**Resident and Non-Resident beach parking sticker fees:** The current resident sticker is \$10 for one year. Townsend questioned what the out of town rate is which is \$60. Hoffman asked where the funds go. LaFond responded they go to the general fund. Townsend would like to see the money from this possibly in the future to be put into a revolving fund to pay for lifeguards, beach maintenance, etc.

Belbin would like to know how many tickets were given from the Police Department (or warnings issued) for beach parking violations. LaFond stated this is not the kind of money that will make or break the municipal budget – it is up to the Board if they want to do more research.

Bogart would like to see the prices left where they are to see what will happen with all the changes that have happened this year since we don't know how many people bought the sticker for the transfer station and did not use the beach.

Townsend agrees with Bogart. He questioned if it would be possible to get the costs from Operations and Maintenance.

LaFond stated this is the first year the town will be paying for trash disposal. LaFond stated a cost can be associated with the services attached to upkeep.

Hoffman agrees and would like to see the fees kept the same.

Motion to keep the fees the same for residents at \$10 and non-residents at \$60 and to have the stickers remain annual by Hoffman, second by Bogart.

Vote 5-0

**Review of Chapter 3 of Town Bylaws:** Belbin presented his changes to section 3 of the town bylaws: Town Administrator (TA).

Hewins stated that the sentences in section 3.3.1.1 are contradictory. Belbin stated he put these sentences in so that the Board would have two options.

Hoffman asked if both the Interim and full-time TA were being addressed – and the other would be deleted. Belbin stated yes.

In Section 3.3.1.2 Hoffman asked if there would be a screening committee and would refer to a full-time TA and section 3.3.1.1 would be if there was an interim TA.

Bogart stated that she attended an MMA meeting on appointing a TA. She stressed the importance of the Board appointing the TA and to have a screening committee involved in the process.

Hoffman asked if anywhere in the bylaw it addressed hiring an interim TA and there is not. He is in favor of addressing this in the bylaw.

Bogart agrees with the suggested changes. She questioned the changing of years of experience from 5 years to 3. Belbin stated it increases the applicants and reduces the pay.

Hewins would like to see the years of experience left at 5 years. The position of TA is not an easy job and if anything would like to see more. Hewins would like to see 3.3.2.1 kept and 3.3.2.2 deleted completely.

Townsend referred to 3.3.1.1 and would like the to Board to have the ability to appoint without having a screening committee in the event the Town needs to appoint a TA quickly. In section 3.3.1.2 would like flexibility with the term of the contract. Belbin stated the salary was previously renegotiated annually. Hewins would like the wording to reflect that specifically the salary cannot be renegotiated annually.

Bogart would like wording added that the contract cannot be extended until the last year of the contract. Bogart stated that there were two towns in central Mass where employees were appointed as interim while a screening committee was in place.

Townsend stated the screening committee should have some leeway on requirements in section 3.3.2.2. Then the screening committee can bring forward the best applicants.

Section 3.3.3.4 The wording to be removed is “unless such action is approved in advance by the Select Board”.

Section 3.4.4.4 is added “The Town Administrator will keep a calendar of all meetings and time away from his office, including vacation, sick, personal days. This calendar shall be available to all Select Board members.”

LaFond stated this provision is treating the TA position as a low level clerical staff. This position is here late nights, working on the weekends, and being asked to keep such a calendar is not a reasonable request and shows a lack of regard to the position. LaFond stated that if this is required, then you have chosen the wrong candidate.

Townsend suggested the agreed upon changes be redone and voted upon at a future meeting. He would also like more discussion on 3.3.1.1. He would like to find compromised language that appeases everyone.

Bogart would like wording added to 3.3.1.1 so that the Board isn’t limited to an interim for 6 months. She would like to add for 6 months at a time.

#### **Town Administrator Update:**

Cares Act Update: The amount of \$313,000 has been submitted as the 7<sup>th</sup> request under the Cares Act Funding. This includes school items, cleaning items and Operations and Maintenance items. The town has submitted \$1.7 million in requests. The Town is anticipating that some of that will not be approved. There will be a lot of scrutiny for allowable reimbursable expenses. The Town has \$250,000 left in funding to address any needs. We will be awaiting to see what other needs arise such as unemployment, staffing, cleaning supplies, etc. We have received two reimbursements and four are pending. This last reimbursement will leave five pending. The Town is hoping to have the third check in the next few weeks. These are all funds that have already been expended.

Hoffman questioned the bandstand at Shurleff Park. LaFond stated that proposal is on the next submission. The question is if it will be approved for reimbursement.

Plymouth Street Water Line: The Town is under an Administrative Consent Order to install a water line to service residences impacted by contamination originating from the North Carver Landfill. The Order requires the following deadlines to be met:

- a. 8/30/2020 Filing of all necessary permits with town
- b. 12/30/2020 Secure all necessary permits
- c. 1/31/2021 Send out Invitation for Bid
- d. 4/30/2021 Seek appropriation from Town Meeting
- e. 4/30/2021 Subject to appropriation of funds - award bid
- f. 5/30/2021 Subject to appropriation of funds – begin construction
- g. 11/30/2021 Complete water line to the service point of each impacted dwelling

The invitation for bid is out and is due March 8 and bids will be opened March 8.

The consent order does not address what happens if the Town doesn't approve the appropriation of funds.

The Town Administrator has been informed by the Town's consulting engineer that there were no new detections during this round for any of the homes within the required testing area in the Plymouth Street area.

Solar Projects/PILOT programs/new solar projects update: There are no new projects. There is a request from a current proponent for current existing agreements. There is usually an intent associated with that. There is one dispute over what is exempt. He believes there will be a few of the contracts online this year.

Budgets are moving forward with the Finance Committee and once that is complete a meeting will be scheduled with the Board and the Finance Committee.

**Next Meeting:** Scheduled for 3/2/21 at 7pm. Bogart requested this meeting be held at a different time due to the Planning Board public hearing that evening. This meeting will be held at 4:00pm instead of 7:00pm.

Belbin requested the creation of a sub-committee for a new town administrator and would like it on the next agenda.

Hewins stated this topic was not on the agenda. Belbin stated this topic was spoken about under the by-law section and stated only three members need to approve it. Hewins asked him to request this topic under Select Board notes. Belbin stated that he did and it was declined. Hewins stated this topic was not on the agenda and cannot be discussed. She explained to Belbin why she declined the topic for this particular meeting.

**Approval and release of Executive Session Minutes:**

Motion to approve and release the Executive Session minutes of 4/16/20 by Townsend, second by Belbin.

Vote 3-0-2 (Bogart & Hoffman abstain)

**Approval of Minutes:**

Motion to approve minutes of 12/4/20 by Townsend second by Hoffman.

Vote 5-0

Motion to approve minutes of 12/15/20 by Townsend, second by Belbin.

Vote 5-0

Motion to approve minutes of 1/19/21 by Townsend, second by Hoffman.

Vote 5-0

Motion to table minutes of 2/2/21 by Townsend, second by Hoffman.

Vote 5-0

**Community Announcements:**

**Belbin:** Questioned if the Annual Town Meeting Warrant was closed to the Chair and if all Planning articles were in the draft warrant.

**Hewins:** Will be holding Select Board office hours. These will be held on Mondays from 10:30-11:00am and Thursdays from 6:00-6:30pm. This will be done via zoom and the link can be found at: [www.sarahhewins.com](http://www.sarahhewins.com)

**Select Board Notes:** n/a

Motion to adjourn at 8:30pm by Townsend, second by Hoffman.

Vote 5-0