

**Carver Select Board
Meeting Minutes
Town Hall- 108 Main Street
August 26, 2022 - 8:15am**

In Attendance: Chair Mark Townsend, Vice-Chair Sarah Hewins, John Cotter, Jim Hoffman, Town Administrator Robert Fennessy and Assistant Town Administrator Elaine Weston.

Via remote participation: Jen Bogart

Chair led the Pledge of Allegiance read the community prayer.

Citizens Participation: None

North Carver Water District: Appointment to fill a vacancy created by the resignation of Kevin Tracey. Mike Palimeri is currently the only member of the North Carver Water District. The Rule of Necessity will be invoked in order for Palimeri to vote.

Applicant Eric Mueller filed an application to fill a vacancy until the next Annual Town Election in 2022.

Motion to appoint Eric Mueller as a member on the North Carver Water District Commissioners until the next Annual Town Election by Hewins, second by Hoffman. Cotter and Hewins noted his experience qualified him for this role.

Roll call: Affirmative: Bogart, Palimeri, Cotter, Townsend, Hewins, Hoffman

King Richard's Fair Traffic Plan Presentation:

Chief of Police Duphily put together a working group consisting of the Town Administrator, Police Chief, Fire Chief, EMS Chief, Deputy Director of Operations and Maintenance and two owners of King Richard's Faire, Bonnie Shapiro and Aimee Sedley. The firm of VHB was hired to develop the plan. VHB specializes in traffic impact analysis, engineering and has worked on the traffic plan for Gillette Stadium. Duphily detailed how the northbound and southbound lanes will be set up. Waze and Google have been contacted and roads have been delineated as local use only so it will not direct traffic into side roads that were tied up last year. There is approximately a mile of roadway to direct Faire traffic so local traffic can get by.

Bogart questioned northbound through traffic being stopped to allow Faire traffic through. Duphily stated this was the best plan for controlling traffic.

Cotter questioned the turn at the end of Mayflower Road onto Route 58. Duphily stated there will be no left hand turn, only a right turn will be allowed. Upon exiting the Faire, the impact is much less than people entering.

Hewins asked if there will be more than one detail officer. Duphily stated there will be one at the entrance and one at the exit.

Townsend asked if there will be signage at the intersection of Mayflower Road. Duphily stated a sign will be placed noting 'Local Traffic Only'.

The traffic plan will be posted on the Town's website.

Interdepartmental Transfers: Transfers to be made to close out the FY 2022 budget. The deficits are Health Premiums \$278, Medicare \$1,760, Legal \$7,700 & Snow & Ice \$1,168. The funding comes from Fire Salaries and Fire expenses, totaling \$12,806.76 in transfers.

TA Fennessy stated that the opinion letter from Town Counsel states that the Select Board can approve transfers within the same grouping upon the request or authorization of the Finance Director and Town Administrator, since the language of the warrant article authorized the Board to do so, and it is considered a ministerial act of the Board and the Town to close out fiscal year 2022. This will avoid a special town meeting. The process is normally to have the Finance Committee vote on end of year transfers, which was done at the end of June and July. The bills listed have already been paid out, which put the budget into a small overage. The money is in the account and the accounts need to be balanced. This will finalize the books to be balanced allowing the certification of free cash.

Cotter asked for the Standard Operating Procedures for fiscal year cutoffs. Moquin stated according to the language in the warrant you can make changes anytime, usually you can make transfers May 1 until July 15. Cotter would like to know the procedures going forward. Moquin stated she sends a letter out to staff to encumber funds. The invoices that were received were more than were budgeted for. Cotter requested that the procedures be put in writing by the Finance Director. Fennessy stated that the legal requests from the town were more than in prior years due to lawsuits and an increased amount of public records requests warranting a legal response.

Hoffman asked if the deficits were submitted after the letter. Moquin stated that the invoices came in later, and were higher than was anticipated.

Hewins stated she does not feel there is an issue with this because, as Mr. Fennessy stated, the language in the warrant article authorizes the Select Board to approve these transfers and to authorize the Finance Director to make these transfers.

Motion by Hewins to authorized the Finance Director to make final interdepartmental transfers from available funds to close out FY 22 budget, second by Hoffman.

Vote 5-0

Next Meeting:

September 6, 2022

Motion to adjourn by at 8:44am by Hoffman, second by Hewins.

Vote 5-0

Meeting reconvened at 8:47am to take a roll call vote on the Interdepartmental Transfers motion.

Roll call – affirmative: Bogart, Cotter, Townsend, Hoffman & Hewins

Motion to adjourn at 8:48am by Hoffman, second by Hewins.

Vote 5-0