

**Carver Select Board
Meeting Minutes
Fire Station – 99 Main Street
October 6, 2022 – 5:30pm**

In Attendance: Chair Mark Townsend, Vice-Chair Sarah Hewins, John Cotter, Town Administrator Robert Fennessy and Shelby Roy

Absent: Jim Hoffman & Jen Bogart

Open Session 6:00pm

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

Citizens Participation: None

Boston Post Cane: Dedicated to the oldest living resident who returned their census – Sophie Bumpus

Robert Fennessy met Sophie's daughter and was told that she was not able to attend the meeting but she really appreciates this. She is 103 years old.

Townsend congratulated Sophie for this achievement and believes that every Town in Massachusetts had received a Cane at one point.

Approval of 2022 State Election Warrant

Townsend reads the attached Warrant and the summaries of each question that are included in the Election Warrant.

Motion to approve the 2022 State Election Warrant by Hewins, second by Cotter.

Vote 3-0

Town Administrator Update

Fennessy stated that Open Meeting Law Training will be held on 10/25/22 at the Police Station training room. There will be two sessions – 3:30pm & 5:30pm. Area 58 will be recording the training to be posted for the Public.

Townsend asked for a North Carver Water District update.

Fennessy explained that there is a lot of maintenance to be done on the system and it could take 30 days to be back online.

Approval of minutes of 9/20/22

Motion to approve by Hewins, second by Cotter.

Vote 3-0

Request for One Day Special License: Kathryn Fitz 10/29/22 1:00pm – 6:00pm at 127 Main Street

Motion to approve by Hewins, second by Cotter.

Vote 3-0

Request for One Day Special License: RTJ Concessions (Edaville) 2:00pm – 8:30pm for the following dates:

- November 2022 - 10,11,12,13,17,18,19,20,25,26,27
- December 2022 - 1,2,3,4,8,9,10,11,15,16,17,18,22,23,24,29,31
- January 1, 2023

Tabled to next meeting – October 18, 2022

Request for One Day Special License: Patriot Bartender Service 10/22/22 10:00am to 5:00pm – Child's Play Alpaca Harvest Festival

Fennessy stated that Chief Duphily reviewed this application and he approves.

Motion to approve by Cotter, second by Hewins.

Vote 3-0

Select Board Community Announcements

Cotter: The Lions Club will be holding a Golf Tournament at Squirrel run on Saturday October 8, 2022

Townsend: South Meadow Village will be holding a Holly Faire on October 15, 2022 from 9AM – 2PM. He also stated that he received a letter from Senator Pacheco explaining that there will be an additional \$30,000 in funding for the Council on Aging.

Hewins: Shane Gives Thanks will be holding an Open House at 128 Main Street on Sunday October 9, 2022 from 12PM – 4PM.

Next Meeting 10/18/22

Motion to recess at 6:15pm until Finance Committee has a quorum by Hewins, second by Cotter.

Vote 3-0

Auditor Update: Powers and Sullivan to present a review of the audit – Joint meeting with the Finance Committee

Finance Committee present – Chair Alan Germain, Anthony Macrina, Elizabeth Sulger & Walter Cole.

Renee Davis from Powers and Sullivan reviewed the Power Point handout (attached) and covered the following subjects: Audit Objectives, Covid-19 Audit Considerations, Audit Process, Areas of Audit Emphasis, Financial Statements, Audit Results, Financial Position Highlights, Single Audit, and the Management Letter.

Cotter asked what an acceptable timeframe was for an audit to be done.

Davis explained that for example, they would be coming in at the end of October for about a week and they would at least be able to wrap everything up within a month.

Townsend mentioned the item under “Financial Position Highlights” on slide 15, Debt Service equals 5.6% of the budget. He asked if this amount is reasonable for a Town this size. Davis explained that under 10 is reasonable, but you do not want it to be too low. There is nothing concerning about Carver’s number.

Cotter asked about the purchase mentioned in the “Management Letter” on slide 17 that was not procured in compliance with state procurement laws.

Finance Director, Sue Moquin clarified that this item was purchased by the contracted Owner’s Project Manager.

Moquin confirmed that the person in place for Procurement is Shelby Roy in the Select Board’s Office.

Cotter asked about the Treasury process when residents pay in cash. Moquin confirmed that if any resident wants to pay in cash, they will need to go to the Treasurer’s Office to pay and then will be given a receipt for the department they are paying from.

Cotter asked about the current Bond Rating mentioned in the “Financial Statements” and Davis confirmed that it is AA.

The Select Board & Finance Committee thanked Davis for presenting this PowerPoint and answering questions.

Finance Committee: Motion to adjourn by Sulger at 7:41pm, second by Macrina.

Vote 4-0

Select Board: Motion to adjourn by Hewins at 7:42pm, second by Cotter.

Vote 3-0

Exhibits used during Meeting:

Certificate for Boston Post Cane

2022 State Election Warrant

Minutes of 9/20/22

One Day Special License: Kathryn Fritz 10/29/22

One Day Special License: Patriot Bartender Service 10/22/22

Powers and Sullivan PowerPoint handout

2021 Audited Financial Statements

2021 Management Letter Comments