

MINUTES
Governance Committee
08/12/2014 @ 7:30am

Meeting called to order at 7:51am

Members Present: Chairman Stephen Gray, Dick Ward, John Cotter, Jack Angley

Via Telephone Conference: Jim Grimes

Staff: Michael Milanoski, Michele Doll

Guests: Jack Hunter, Alan Dunham

Approval of minutes from June 3rd meeting

Motion to approve as amended by Ward. Cotter 2nd. Unanimous.

Approval of minute from July 15th meeting

Motion to approve by Angley. Ward 2nd. Unanimous.

Discussion on Board and Committee Stipends

Board of Selectmen Stipend

Cotter – previously reduced during cost cutting initiative, as a symbol of commitment to the residents. **Angley** – on the Board at the time. Exactly the reason for the reduction, in lieu of job/hours being cut. **Cotter** – should be increased. **Angley** – should be increased to \$1500.00, Chair should receive more. **Grimes** – not great deal of money offered to serve. Understands reasoning behind previous reduction. There is a lot of time invested by Selectmen. Should be \$1500.00 for members and \$1800.00 for Chair. **Ward** – Carver is very low comparatively. **Angley** – will require vote at Town Meeting. **Gray** – Carver is 2nd to lowest comparatively on spreadsheet of surrounding area. Out of proportion to prevailing stipends paid. Selectmen should be increased with a bump up for Chair, due to additional administrative responsibility.

Planning Board Stipend

Gray – needs to be proportional. Of the towns surveyed, Carver pays the highest! **Cotter** – Carver has a tremendous amount of land. Does it require more effort than surrounding towns? Suggested an invitation be sent to Planning Board Chair to join discussion and discuss time requirements. **Angley** – agrees with Cotter. Avoid making same mistake as with Board of Health at Town Meeting. **Ward** – questions the increase back to higher stipend. **Grimes** – it is an awkward situation. Economic times called for reductions and stipends were cut to make a statement. Planning should not make more than Selectmen. **Gray** – Thoughts on reasonable amounts to consider and present. **Cotter** – Selectmen: Chair \$2000.00/member \$1500.00. Planning: Chair \$1400.00/ member \$1200.00. **Angley** – will be hard for members to accept reduction. Concur with Cotter on Selectmen. Planning: Chair \$1500.00/ members stay at \$1400.00. **Ward** – agrees Chair or Committee representative should be invited to discussions. Selectmen: Chair \$1800.00/ members \$1500.00. **Grimes** – Selectmen: Chair \$2000.00/ members \$1700.00. Planning should not exceed Selectmen, but cannot go backwards. Should not increase members, but give Chair slightly more. **Gray** – consensus is Selectmen Chair \$2000.00/ members \$1500.00-1700.00. Based on spreadsheet Carver pays Planning highest stipend, most towns do not pay members. Regarding Selectmen, Carver is the 2nd lowest. **Grimes** – Selectmen sit on various other committees, investing a lot of hours. For Plymouth County in general, Carver should be higher pay scale. **Milanoski** – Selectmen are on call 24/7. The towns at '0' most likely represent the fact that previously \$1 earned one year creditable services of Retirement and eligibility for healthcare. Has since changed to \$7500.00 being required for Retirement and by-laws enacted to exclude elected officials from Healthcare.

School Committee

Gray – Carver is the only town paying School Committee members. **Cotter** – has been to meetings. They are very intense and obviously require a significant time commitment. Shocked that other towns do not pay. Comfortable with current amount. **Angley** – agrees with Cotter, they should get something. **Ward** – agrees. **Grimes** – also surprised other towns do not pay as a statement of appreciation. Should continue as is. **Gray** –

invite School Committee representative to future follow-up discussion. Consensus is stipends should remain in the current area.

Board of Health

Gray – per email from Robert Tinkham regarding the frequency of meetings: 2013 (4); 2012 (3); 2011 (4). Meetings last approximately one hour. Compare to Planning/Selectmen who meet 2x each month and School Committee which meets every month. **Cotter** – for discussion purposes only, not to single Board out. Consider a set fee per meeting with a cap at \$700.00. **Angle** – Professional board which seeks comparable skills when filling opening. Based on meeting schedule reduce. **Ward** – bring Chair in for discussion. **Grimes** – surprised low number of meetings. Would be difficult to reduce.

Grimes exited meeting at 8:30am

Milanoski – send e-mail out to Chairs requesting feedback and recommendations. Allow 15 minutes for each discussion. **Angle** – will not be as challenging if we are prepared. **Milanoski** – Get Board/Committee input. Bring back for discussions November. Finalize in January. **Gray** – needs to be proportional. Boards should be able to justify amounts.

Discussion on policy and by-laws

Establishing policy and by-law regarding appointing an individual to an alternate position on the same elected Board or Committee for which said person was not elected during the previous election cycle. **Angle** – voters may not know the individual. **Cotter** – process for those who are running. They are out there and know the issues, but the public chose not to vote for him/her. **Ward** – may not be policy. One year hiatus before running again? Voters did not want them in. Appointing them could imply we were not listening to them. **Angle** – candidate has a level of expertise. **Cotter** – people say no, they say no. **Gray** – agrees with Cotter. **Milanoski** – the pressing issue for this discussion is no longer, at this time. Review state laws and whether Selectmen have previously voted to institute. **Ward** – Selectmen voted no.

Town-Wide Technology

Milanoski – would like tech infrastructure under one roof to create cost savings. Town would benefit on labor, as well. Currently the Town has limited use of the school technology person. We would also see savings with the cycling of equipment. Selectmen voted on an ad-hoc committee: (2) Selectmen and (2) School Committee members to explore the consolidation of facilities and contracts. Under the state law, the School Budget is part of Town Budget. **Cotter** – makes sense. Savings with 3rd party vendors. **Angle** – concerned about the work load. **Milanoski** – last year we had (3) employees, plus consultant. Currently have (2) employees, plus consultant. If we have quality people, we should not need consultant. We need to work at a common solution. **Ward** – there are issues between School and Municipality. We need Town problems dealt with. **Angle** – look into manufacturers warrantees/guarantees. **Cotter** – what is Governance Committee involvement, if ad-hoc has been established? **Dunham** – have not presented to School Committee yet. Meeting was postponed until August 25th. Town Administrator and School Superintendent expected to provide support to ad-hoc. **Gray** – No need for Governance to get involved, at this point. Allow reasonable time for Town and School to come to consensus. Would like to see a memo outlining Why? What efficiencies are expected? Money to be saved? Impact? **Cotter** – will consolidation affect state aid? **Milanoski** – No. Is considered non-critical element of school, indirect cost or support.

Gray – Need to discuss current website maintenance. **Milanoski** – the Town has a basic level of maintenance and is looking to explore a more user friendly system. **Ward** – Functioning needs to be addressed. **Cotter** – website could be so much more. **Milanoski** – operational issues. No committee needed. Town will move to a platform to push information. Hire a consultant and allow Department Heads to update. **Gray** – have costs been evaluated? **Milanoski** – \$2,000-\$15,000 depending. **Gray** – current status? **Milanoski** – website is functional. The priority right now is the upgrade of the Police Station. Pursue this matter further in September. **Cotter** – should be Town-wide Tech support. Agrees committee is not needed. **Gray** – further discussions upon ad-hoc presentation.

Remote Participation Policy

Hunter – Selectmen voted no. **Ward** – confirmed Selectmen voted against allowing. Milanoski – School Committee has allowed. He will review the issue. **Gray** – If Selectmen adopt, it will filter down to other Boards/committees. **Ward** – submit copies to BoS for upcoming meeting. **Hunter** – was not the will of the Board, at the time. **Gray** – adopt the regulation and the individual Boards/Committees can make decision. **Hunter** – review the Mullin rule. **Gray** – add to September agenda for further discussions.

Carver Housing and South Shore Housing

Hunter – was appointed to the Board of Directors for South Shore Housing in February. Particularly interested in management of properties. Also, joined R.E. Sub-Committee. Hawkeen Management is the predominant Elderly Housing Management company in S.E. Mass. SS Housing managed property (40 units), until 6 years ago when Hawkeen was hired. Met with VP of Hawkeen and Executive Director of SS Housing and reviewed history. Hawkeen has opened a Community Room and instituted monthly Community Meetings. There is no evidence of management issues. However, there is a serious water issue which the Town been aware of and temporarily addressed. Long term solutions are being reviewed. **Milanoski** – the Town is in compliance NOW, but DEP/EPA are looking to enact new regulations. Not a health and safety issue. **Hunter** – exploring available grants. NCWD manager to compose memo for review. **Cotter** – has Building/Health evaluated for necessary repairs and upgrades?

Richard Keiser – mold issues? Fire alarms do not work. **Gray** – each tenant would need to call Fire Department and request individual inspection. **Milanoski** – State Building Inspector has visited. **Hunter** – Hawkeen hired mold inspector, electrician and plumber...all were refused access to Keiser's apartment. **Gray** – have Hawkeen submit memo confirming. Add information on other inspections.

Hunter - Carver Housing (20 units) is self-managed, and not maintained as well as South Shore Housing. Not asked to review maintenance on this facility; he will make arrangements for a site visit.

Next meeting will be Tuesday, September 9th at 7:30am.

Motion to adjourn at 9:59 by Ward. Cotter 2nd. Unanimous.