

**Carver Select Board
Meeting Minutes
Town Hall- 108 Main Street
February 6, 2024 - 5:00pm**

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

Chair led the Pledge of Allegiance, Hoffman read the community prayer.

Citizens Participation:

Jeanne Seaton – Pine Tree Village Secretary requested letters of support from the Select Board of an affordable housing grant from the state that they submitted for \$4 million to help with the water situation at the village. They have already received a support letter from DEP. Board members stated they would support the application and requested that Fennessy submit a letter of support to the Commonwealth.

Donna Forand of 27-8 South Meadow Village thanked the Town for their quick response and hard work on Ward Street repairs.

Plymouth County Commissioners to present check for American Rescue Plan Act (ARPA) funds:

Jared Valanzola, Greg Hanley and Tom O'Brien attended to present two ARPA reimbursement checks totaling the amount of \$201,104.10.

They thanked the Town for using these funds for the benefit of the tax payers.

As to the Pine Tree Village issue that was mentioned in citizens' participation, Hanley mentioned that the County could also send a support letter from the Plymouth County Commissioners to the Commonwealth.

Senator Marc Pacheco was in attendance to support the town's active ARPA projects and thanked the Plymouth County Treasurer's Office and the town for their work on managing the ARPA funding efficiently and effectively. Pacheco suggested that the Pine Tree Village residents to reach out to their office as well for a letter of support.

The Board thanked the Commissioners, the department heads, and Fennessy and staff for their hard work and efforts pertaining to ARPA.

Update from Carver Cares community group:

Meghan Quirke, Drug Free Communities Director from the School Department was present.

She presented to the Board different types of projects that she is working on and explained how she loves connecting with people. She would like to see more people get involved in this program from the School, Town and Youth, and that she is available to everyone for information and assistance.

Discussion and possible vote: Accept the vacant offices on the ballot

Chair Mark Townsend recused himself since he intends to be on the upcoming ballot.

Vice Chair Hoffman assumed the Acting Chair role.

Town Clerk, Cara Dahill presented these vacancies to the Board.

Hewins confirmed with Fennessy through KP Law with not having to recuse herself because of the type of vote that affects the whole community and not individuals.

Motion to accept the vacant offices listed: Housing Authority for a 1 Year term, North Carver Water Commissioners for a 3 Year term, Planning Board for a 5 Year term and Redevelopment Authority for a 5 Year term by Ryan, second by Hewins.

Roll Call – Affirmative: Ryan, Cotter, Hoffman and Hewins.

Discussion and possible vote: Early Voting and Vote by Mail for local elections

Chair Townsend again recused himself.

Vice Chair Hoffman assumed the Acting Chair role.

Hewins asked Dahill if it is her recommendation to opt out of this option.

Dahill confirmed.

Motion for the Town of Carver to not participate in Early Voting by Ryan, second by Hewins.

Roll Call – Affirmative: Ryan, Cotter, Hoffman and Hewins.

Dahill explained the process of an absentee ballot that is available for any resident who may not in Town at the time of voting. The cost of this process is minimal.

Motion for the Town of Carver to not participate in Vote by Mail by Ryan, second by Hewins.

Roll Call – Affirmative: Ryan, Cotter, Hoffman and Hewins.

Townsend returned to the meeting.

Review of Annual Town Meeting warrant articles: Annual Town Report; Revolving Fund; Donation of land 56 Fosdick Road; Finance Committee bylaw:

Annual Town Report:

Motion to place Article 1 on the warrant by Cotter, second by Hewins.

Vote 5-0

Motion to recommend Article 1 by Hewins, second by Hoffman.

Vote 5-0

Revolving Fund:

Townsend read the article handout. Discussion ensued and the Board would like to wait for the School Committee to vote on this first, and tabled it.

Donation of land 56 Fosdick Road:

Motion to place this on the warrant by Hewins, second by Hoffman.

Vote 5-0

Motion to recommend this article by Hewins, second by Hoffman.

Finance Committee Bylaw:

The Board tabled this for future discussion after receiving more information on it.

Discussion and possible vote: American Rescue Plan Act (ARPA) update and projected projects of Council on Aging outside area, corrosion control system for municipal buildings and technology Firewall

Fennessy discussed the potential or additional funds from the County from leftover ARPA funds, and the County suggested putting in additional projects. Fennessy also discussed the application for the police software which is being removed from the ARPA list in its current form, which will free up additional funds. The Board then discussed several new projects below.

COA:

Council on Aging Director, Connie Kelly, handed out an estimated quote and proposed illustration of the outside deck area being requested.

Kelly explained how the COA is lacking outside space and is looking for a solution for the seniors, especially in times of a pandemic, as well as to utilize during nice weather.

Townsend noticed that there was no furniture included in the drawing. He suggested to include this and to see if it could be eligible for ARPA funds as well.

Ryan noticed that there would need to be some type of barrier and Kelly explained if they had empty barriers they could be filled with heavy material (sand), and perhaps have foliage. Kelly stated that, if approved, she has a plan for a future project with the seniors to have them create planters for the barriers.

Cotter noticed that there was no canopy/tent for weather changes.

Kelly explained that she was looking into tables with umbrellas.

Motion to approve and not to exceed \$90,000 by Ryan, second by Hewins.

Vote 5-0

Corrosion Control:

Fennessy presented a report and invoice of corrosion that was found in the municipal well which needs to be remedied. He stated that the situation would improve the quality and would extend the life of the well. Operations & Maintenance Director, Dave Siedentopf was not able to attend the meeting. Cotter suggested that Siedentopf attend a future meeting at some point for more information. Cotter stated that he is not opposed to this because there is great value in this project.

Hoffman asked if there is a time limit for the Board to approve these ARPA items.

Townsend confirmed that originally it was February 29th but believes that this has been extended by the County. Since there is a delay with approval from the state due to supply chain issues, the Board should approve as early as possible when they are comfortable doing so.

Motion to approve the corrosion control equipment for \$61,559.30 by Ryan, second by Hoffman.

Vote 5-0

Technology Firewall

Fennessy explained that the police dept. firewall license expires soon.

The police chief met with the IT Director and received a quote of \$6,950 for two years.

Hoffman asked for confirmation of the licensing already being a part of the budget.

Fennessy explained that it is, but IT Director John Neely found that the expiration date would be before the annual town meeting, and that he would like this to be approved.

Motion to approve the amount of \$6,950.00 for the technology firewall by Ryan, second by Hewins.

Vote 5-0

Town Administrator Update:

Fennessy stated that Free Cash has been officially certified in the amount of \$2,141,484.00. This was a significant increase from last year in the amount of \$1,385,966.00.

Employees, department heads and committee members have been working hard on the upcoming budget. He thanked everyone for their time & efforts. He noted that with switching over to a new financial software, there has been problems with glitches that are being fixed as well.

As to personnel issues, Fennessy stated that after the screening process for the Finance Director, there was a unanimous decision for a candidate to be offered the position. He noted that once the background check has been completed, the Town will move forward with a contract negotiation.

Fennessy thanked the Finance Director screening committee: Finance Committee Chair Alan Germain, Capital Outlay Chair Beth Sulger, Chief Operations & Finance Officer Ron Griffin, Assistant Town Administrator/Human Resource Coordinator Elaine Weston, Select Board member John Cotter, and Fennessy made up a good team of varying opinions, and it was nice that the decision was unanimous.

Approval of Minutes:

January 18, 2024:

Motion to approve by Hoffman, second by Hewins.

Vote 5-0

January 25, 2024:

Motion to approve by Hoffman, second by Hewins.

Vote 5-0

Approval and release of Executive Session minutes of January 18, 2024:

Motion to approve as amended by Ryan, second by Hewins.

Vote 5-0

Request to use Shurtleff Park: New Again, Inc. for April 20, 2024 8:00am-8:00pm:

Motion to approve by Cotter, second by Hoffman.

Vote 5-0

Select Board Announcements:

Hewins – Reminded the community about the Shane Gives Thanks Pantry in the center of Town.

Ryan – Thanked Plymouth County Commissioners for their support in funding.

Townsend – Thanked the Department Heads and Elaine Weston for coordinating and putting together the budget meeting this past Saturday.

Next Meeting: February 13, 2024

Motion to adjourn by Hoffman at 6:37 p.m., second by Cotter.

Listing of Exhibits: ARPA Project Spreadsheet, Revolving Funds Article, Council on Aging draft illustration of deck and quote estimate