

## BOARD OF SELECTMEN

August 5, 2015

Minutes

The Board of Selectmen met on Wednesday, August 5, 2015 at 7:00 p.m. in the Town Hall Clark Room. Those present were Selectmen John Gorecki, Nathan Brown, and Lyn Lemaire. Town Administrator Timothy D. Goddard was also present. Selectman Moroney was not present.

Also in attendance:

Firefighter Kevin Brown

Jason Chandonnet, Technology Committee

### Fire Department Study Committee

Mr. Gorecki said at our meeting on June 9<sup>th</sup> the Board discussed and approved the Fire Department Study Working Group Mission Statement. He said tonight he would like to appoint the members to this working group. Mr. Gorecki said firefighters Kevin Brown and Brian Sorrows have volunteered to serve on this committee.

On a motion made by Ms. Lemaire and seconded by Mr. Brown, it was unanimously **VOTED** to appoint Kevin Brown, Brian Sorrows, Nathan Brown, John Gorecki and Tim Goddard to the Fire Department Study Working Group.

The first meeting of the Working Group was scheduled on Thursday, August 6<sup>th</sup> at 8:00 a.m.

### Town Administrator Report

Organic Fertilizer Contract Mr. Goddard said the Board has for their review and approval, a proposed contract with Mahoney's Safe Lawns, Inc. of Woburn, MA for the application of organic fertilizers to the Recreation Commission's playing fields.

On a motion made by Mr. Brown and seconded by Ms. Lemaire, it was unanimously **VOTED** to award a contract for Organic Fertilizer Application to Mahoney's Safe Lawns, Inc. in the amount of \$35,000.00 for a term to end December 1, 2015.

Draft 2016 Annual Town Meeting Timeline Mr. Goddard prepared a revised Town Meeting Timeline that sets the Annual Town Meeting date as Monday, May 9<sup>th</sup> and the Town Election as Tuesday, May 17<sup>th</sup>. He said the Town Clerk is agreeable with these dates and he is waiting for a response from the Town Moderator. A few amendments were made to the timeline.

Cutters Ridge Road – Tax Foreclosure Mr. Goddard said Finance Director Larry Barton has informed him that the Town has taken possession of a lot in the Cutters Ridge subdivision (Map 22, Parcel 92-9) through the tax foreclosure process. He said the parcel is approximately 3.5 acres with some wetland areas, but is currently taxed as a buildable lot. Mr. Goddard suggested placing this item on a future agenda for a discussion as to how to dispose of this parcel. Mr. Gorecki asked Mr. Goddard to gather more information on this lot and perhaps ask the Planning Board to look at the lot to verify that it is a buildable lot. The Board will discuss matter during their meeting on September 22<sup>nd</sup>.

FY16 Chapter 90 Apportionment Mr. Goddard said attached to this report is a copy of a letter from Governor Baker regarding the Town's FY16 apportionment of Chapter 90 highway funds. The Board of Selectmen

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Town is scheduled to receive \$258,424 in Chapter 90 funds. Mr. Goddard said the Governor is also filing a supplemental FY15 budget that if passed would provide an additional \$32,444.00 in snow/ice mitigation.

Council on Aging Road Race Mr. Goddard said the Council on Aging has supplied additional information regarding the course of their proposed November 11<sup>th</sup> Road Race.

On a motion made by Ms. Lemaire and seconded by Mr. Brown, it was unanimously **VOTED** to approve the Council on Aging's request to conduct a Road Race on Wednesday, November 11<sup>th</sup> with the understanding that they will consult with the Police department regarding the route and traffic safety issues.

The Board discussed their future meetings and agenda items for same.

Mr. Gorecki said in regard to informational items that were included in the packet, he would like to look into the Boiler Replacement Program offered by the Mass. Municipal Association.

### **New Business**

Mr. Gorecki spoke about a recent issue that was brought to his attention from Ms. Lemaire regarding the wording in the motion prior to going into Executive Session. He said he has consulted with Town Counsel regarding this matter and in the future the Board will use a better and correct procedure. Mr. Gorecki thanked Ms. Lemaire for bringing this to the Board's attention.

Mr. Gorecki said he would like to have a brief discussion with Ms. Lemaire at a future meeting regarding her recusal from discussions on Long Ridge Road.

In regard to the Center Park, Mr. Gorecki said he has met with the Friends of the Center Park several times and they would like to become a standing Center Park Town Committee with about 5 – 7 members.

Mr. Gorecki said Robert (Bob) Dennison resigned today from his position with the Town as Animal Control Officer. Mr. Gorecki said Mr. Dennison has served for 30 years in this position and he thanked him for his service to the Town.

### **Liaison Reports**

Mr. Gorecki gave an update on the discussion at today's Financial Management Team meeting. He said the Assessor reported that the present new growth figure is \$16.7million however there is a possibility that \$1.1million of the amount will be erased due to a consolidation of a new lot. Mr. Gorecki said there was a brief discussion on expectations of the new growth amount for next year and the prospect of lowering the target amount below \$15million. Mr. Gorecki said the School Business Manager reported on the many improvements made to the Auditorium and the School Library.

Mr. Gorecki said the Town Auditors will be in Town Hall to begin the initial audit on Monday, August 10<sup>th</sup>. The Finance Director reported that there is about \$400,000 of taxes that are still outstanding. Steps will be taken to urge the delinquent taxpayers to remit the late amounts owed.

On another matter, Mr. Gorecki said the Pathways 2 Committee will hold their first meeting on August 26<sup>th</sup> at 3:00 p.m.

### **Setting date for Special Election for Board of Selectmen vacancy**

Mr. Gorecki said as discussed at previous meetings, there is a vacancy on the Board due to Selectman Peter Scavongelli's move to Concord. Mr. Gorecki said he would like to set the date for a Town Caucus and Special Town Election.

On a motion made by Mr. Brown and seconded by Ms. Lemaire, it was unanimously **VOTED** to set the date of Tuesday, October 27, 2015 for a Special Election to fill a vacancy on the Board of Selectmen and that a nominating Caucus for this election is held on Thursday, September 17<sup>th</sup>.

Mr. Gorecki said because this election is scheduled on the Boards regularly scheduled meeting date, the Board will need to move that meeting to another day. He suggested Wednesday, October 28<sup>th</sup>. Ms. Lemaire and Mr. Brown were agreeable with this date.

### **Continued Site Plan Review public hearing for Telecommunications Tower**

Mr. Gorecki opened the [continued] Site Plan Review Public hearing for the Telecommunications Tower.

On a motion made by Mr. Brown and seconded by Ms. Lemaire, it was unanimously **VOTED** to continue the Public Safety Telecommunications Tower Site Plan review public hearing to Tuesday, September 8, 2015 at 7:30 p.m. in the Town Hall Clark Room.

### **Technology Committee – Update/presentation**

Mr. Brown and Technology Committee member Jason Chandonnet spoke to the Board about the committee's proposals. Mr. Brown said having a good website for any organization is important because people go to the internet to find information. He said presently the Town's website is not very interactive or engaging. Mr. Brown pointed out that there is inconsistency in 'how to-up-date' each department is. He said currently the Town is using a product called First Class, from Virtual Town Hall (VTH) to manage our website. Mr. Brown said it is outdated, difficult to use and people are reluctant/afraid to use it to update our site.

Mr. Brown said this system can be improved by VTH applying a new application called Drupal. This is a full CMS (content managing system). He added that Drupal is easy to use and manage/maintain websites.

Mr. Brown said the Technology committee is recommending that we proceed with the upgrade through VTH because we have an existing relationship with them and they have experience with Town government websites. He added that there is a setup fee but the annual cost would remain the same. Mr. Brown said the work could be finished within ten weeks. The cost for this process is \$7,000 and VTH will provide one full day of Drupal training.

Mr. Gorecki was very agreeable to this proposal. The \$7,000 for the cost will be covered under the approved 2015 warrant article for the Technology Committee.

On a motion made by Mr. Brown and seconded by Ms. Lemaire, it was unanimously **VOTED** to approve the proposal of the Carlisle Technology Committee to begin renovation of the Town website.

Mr. Brown said the Committee's second recommendation is to upgrade the Town Hall wireless network. He said Town Hall has poor coverage and it fails frequently which requires rebooting of the wireless access point. Mr. Brown said the Committee is recommending an upgrade to the wireless hardware which is the same hardware that is used by the schools, to ensure interoperability. He said there would be two access points; one per floor. He said the cost for this upgrade is approximately \$1,500.00 and the project can be completed within one month.

On a motion made by Ms. Lemaire and seconded by Mr. Brown, it was unanimously **VOTED** to approve the Technology Committee's recommendation of August 4, 2015 to upgrade the wireless system in Town Hall for an amount not to exceed \$1,500.00.

### **Minuteman Building Project/issues discussion**

Mr. Gorecki said at our last meeting we discussed various issues that are going on with the Minuteman School Building Project. He said the Towns of Belmont and Sudbury have sent a letter to the Massachusetts School Building Authority (MSBA) and this Board voted to also send a letter to MSBA indicating our support of the Towns of Belmont and Sudbury position on the proposed size of the school to be built and that the project should not move forward. Mr. Gorecki said he drafted a letter to MSBA which has been forwarded to the Board for their review and comments. He said Mrs. Moroney, Mr. Brown and Ms. Lemaire agreed with the contents of the letter to MSBA.

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On a motion made by Ms. Lemaire and seconded by Mr. Brown, it was unanimously **VOTED** to approve the letter to MSBA as drafted.

Mr. Gorecki said he and Ms. Lemaire attended a meeting in Sudbury on Monday, August 3<sup>rd</sup> with representatives from thirteen communities. He said the discussion was on the position taken by each community on the use of district-wide election to incur debt as opposed to going to Town Meeting. He said there were some communities that were in favor of the Town Meeting vote because discussions at Town Meetings would result in presenting the project to the voters who will have a better understanding of what they are voting on.

Ms. Lemaire said the meeting was very enlightening. She said in regard to a Town Meeting vote to approve or reject the incurrence of the debt for the new school, Ms. Lemaire proposed that on the date of the presidential primary the Town could schedule an election relative to the approval of this debt. She felt that this was a good time to do this because a large amount of voters will come in to vote and some of the cost of this election will be borne by the state.

Mr. Gorecki asked Ms. Lemaire if she would consult with State representative Cory Atkins to discuss the details of this matter.

The meeting adjourned at 7:55 p.m.

Respectfully submitted by Margaret Arena