

Town of Shirley

BOARD OF SELECTMEN



7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812

Kendra J. Dumont, Chair

Robert E. Prescott, Jr., Vice Chair

David N. Swain, Clerk

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BOARD OF SELECTMEN MINUTES April 28, 2014 6:40 pm TOWN OFFICES

The Board of Selectmen convened its meeting on Monday, April 28, 2014 at the Town Offices, with Chairman Kendra J. Dumont presiding, with Selectmen David N. Swain, Robert E. Prescott, Town Administrator Patrice Garvin and Executive Assistant Kathleen Rocco in attendance.

CALL TO ORDER

Chairman Dumont called to Order the Board of Selectmen's Meeting at 6:40pm

EXECUTIVE SESSION

Selectman Prescott moved that the Board of Selectmen enter into Executive Session as authorized under M.G.L. c. 30A, §21(2) & (6) To conduct strategy sessions in preparation of negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel & To Consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have detrimental effect on the negotiation position of the public body and return to open session . Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

TOWN ADMINISTRATOR REPORT

Town Administrator gave her report for the week of April 28, 2014. She noted that the Personnel Board will be holding its Public Hearing on the Wage and Salary Schedule on Monday, May 5th at 7:05pm, during the Board of Selectmen's meeting.

TA reported that the Town received notice from MassDOT, in which the Town of Shirley will be receiving a one-time reimbursement up to \$37,931 for the purpose of road and road facility repairs. Garvin has spoken with the DPW and contract has been executed to obtain the reimbursement. She has attached the initial letter informing the Town of the Monies that have become available.

The Finance Committee met with two members of the Ayer Shirley Regional School District at their meeting last week. Discussions are continuing and Garvin will inform the Board of any updates.

Garvin stated that she is actively meeting with the Fire and DPW Unions. She hopes to have these two contract negotiations completed by Town Meeting. She noted the biggest challenge has been putting together the MOUs to create one document.

The Department Heads met last week at the Senior Center. Garvin stated that at the meeting, the Department Heads went through the Warrant and discussed many topics. She further stated that these meetings are ongoing and she hopes to add professional development trainings offered through MIIA periodically.

The Police Chief Search Committee is meeting next week. Resumes will be distributed at this time. The Town has received over 25 applications for the Police Chief position.

Finally, Garvin reported that the Town held its Health and Benefits Fair on Tuesday, April 22nd. Local banks and wellness facilities were some of the vendors at the fair. She noted that it was well received by employees and thanked Kathleen Rocco for all of her work and a great job coordinating the fair.

TREASURY WARRANTS

Payroll warrant # 0143	<u>04/23/14</u>	\$ <u>5,189.41</u>
Payroll warrant # 6143	<u>04/23/14</u>	\$ <u>22,860.86</u>
Payroll warrant # 9143	<u>04/23/14</u>	\$ <u>8,884.03</u>
Payroll warrant # 0144	<u>04/30/14</u>	\$ <u>4,785.34</u>
Payroll warrant # 6144	<u>04/30/14</u>	\$ <u>28,482.74</u>
Payable warrant# 2434	<u>04/23/14</u>	\$ <u>20,562.39</u>
Payable warrant# 2444	<u>04/30/14</u>	\$ <u>13,469.36</u>
Payable warrant# 9464	<u>05/05/14</u>	\$ <u>444,105.00</u>

Selectman Prescott Moved to accept the following Treasury Warrants as presented. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye, and Kendra J. Dumont vote Aye..

APPROVAL OF MINUTES

Selectman Prescott Moved to accept the Minutes of April 14, 2014. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

OLD BUSINESS

1. Energy Committee Update – No update at this time
2. Kittredge Road Bid Proposal – Tabled at this time

NEW BUSINESS

3. Memorial Day Discussion

Norm Albert, member of the Trustees of the War Memorial, came before the Board, pending approval of the Board of Selectmen, to have a committee of veterans led by Veteran Norm Albert and including Veterans Joe Landry, John Guthrie, Veteran's officer Mike Detillion and civilian Neal Guthrie and Kevin Johnston and Alfreda Cromwell, to take the responsibility to host this year's Memorial Day exercises which will include Services at the Shirley Center Common, Whitely Park and a march from the War memorial Building to Whitely Park and back to the Shirley Common to end the services. He is looking for volunteers both men and women to assist them in setting up at the War Memorial Building, Center Common and Whitely Park, service refreshments and cleaning up after the services.

Selectman Prescott Moved to appoint Norm Albert to the Veterans Memorial Day Committee, term to expire June 30, 2014. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye, Kendra J. Dumont vote Aye.

Selectman Prescott Moved to appoint John Guthrie to the Veterans Memorial Day Committee, term to expire June 30, 2014. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye, Kendra J. Dumont vote Aye.

Selectman Prescott Moved to appoint Neal Guthrie to the Veterans Memorial Day Committee, term to expire June 30, 2014. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye, Kendra J. Dumont vote Aye.

Selectman Prescott Moved to appoint Joe Landry to the Veterans Memorial Day Committee, term to expire June 30, 2014. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye, Kendra J. Dumont vote Aye.

Selectman Prescott Moved to appoint Sgt. Alfreda Cromwell to the Veterans Memorial Day Committee, term to expire June 30, 2014. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye, Kendra J. Dumont vote Aye.

Selectman Prescott Moved to appoint Kevin Johnston to the Veterans Memorial Day Committee, term to expire June 30, 2014. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye, Kendra J. Dumont vote Aye.

Selectman Prescott Moved to appoint Dwight Detillion to the Veterans Memorial Day Committee, term to expire June 30, 2014. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye, Kendra J. Dumont vote Aye.

4. Town Meeting Warrant - Add Article

Selectman Prescott moved to open the Town Meeting Warrant. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

Town Administrator Patrice Garvin explained to the Selectmen, the need to add another Article into the Warrant, titled Supplemental Appropriation of Funds for Fiscal Year 2014. Garvin stated that the Town will need to transfer certain sums of money within the Fiscal Year 2014 budget or to appropriate a sum of money to supplement the budget, and said appropriations to be transferred from available funds.

Selectman Prescott Moved to close the Annual Town Meeting Warrant. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

Selectman Swain Moved to add Supplemental Appropriation of Funds for Fiscal Year 2014 as an Article to the Annual Town Meeting Warrant. Selectman Prescott Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

5. 7:05 Public Hearing – FY15 Annual Town Meeting with FinCom

Selectman Prescott moved to open the Public Hearing at 7:15pm. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

Chairman Dumont asked Selectman Swain to read into the Minutes, the Legal Notice for Public Hearing.

The Shirley Board of Selectmen and Finance Committee will hold a Public Hearing on Monday, February 10, 2014 at 7:10 p.m. at the Town Offices, 7 Keady Way, to discuss the Town of Shirley's Proposed Operating Budget for Fiscal Year 2015. Persons unable to attend this public hearing, may forward their comments in writing to the Board of Selectmen, 7 Keady Way, Shirley, MA 01464 prior to the public hearing.

Town Administration Garvin gave an overview of the Draft Annual Town Meeting Warrant.

- Article 1: Accept Annual Town Report**
- Article 2: Supplemental Appropriation of Funds for fiscal Year 2014**
- Article 3: Accept Salary Classification Plan, FY2105 Wage Scale and Contracts**
- Article 4: Appropriate Omnibus Operating Budget for FY2015**

TA Garvin noted that the number in the budget is with the 4.88% percent increase in the School Assessment. There will be an additional \$200k deficit if the school continues with the 8.4% increase in the assessment.

- Article 5: Appropriate Sewer Commissioner's Budget for FY2015**
- Article 6: Appropriate Ambulance Department Budget for FY2015**
- Article 7: Appropriate Curbside Solid Waste/Recycling Budget for FY2015**
- Article 8: Approve Five-Year Capital Improvement Plan & Capital Budget for FY2015**
- Article 9: Appropriate Capital Item for FY2015**
- Article 10: Establish & Re-establish Departmental Revolving Funds**

Conservation Commissioner Nancy Askin and Conservation Agent Nadia Madden explained the need to establish a revolving fund for Conservation Commission. They both noted the need for oversight and management of conservation land. Revenue will come from Forestry from the town's conservation land. Selectman Swain has no problems with this request and felt it was a good use of funds.

- Article 11: Adopt Protective Zoning Bylaw Entitled, "Integrated Planning Overlay District"**

TA noted that the Planning Board has a public hearing regarding this issue for the 7th of May.

Article 12: Amend Zoning Map

Article 13: Adopt Article XXX Streetlights By-Law

Energy Committee Chair, Bryan Dumont explained the need for the Streetlight Bylaw. He noted that this would set uniform standards for lights erected on new or existing poles and further will lay out the rules and responsibilities.

Article 14: Amend Article IV of the Financial Affairs By-Law

TA Garvin and Bryan Dumont explained that this bylaw would allow the Town to charge and collect interest on unpaid or overdue bills.

Article 15: Special Legislation – Town Collector & Town Clerk Position

Article 16: Renew Limited Additional Property Tax Exemption

Article 17: Nashoba Valley Technical High School Roof Project

Selectman Swain asked that Article 17 - *Nashoba Valley Technical High School Roof Project* come after Article 4 - *Appropriate Omnibus Operating Budget for FY2015*; his reasoning is not to have the NVTSH Superintendent and her staff at the Town Meeting waiting for their Article to be discussed.

Article 18: Transfer to the General Stabilization Fund

Article 19: Transfer to the Capital Stabilization Fund

Selectman Prescott noted that there is still some debate regarding the budget, but he believes the Town will get there.

Selectman Prescott moved to continue to the public hearing to Monday, May 5, 2014 at 7:15pm. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

6. Annual Town Election Warrant

Selectman Prescott moved to approve the Annual Town Election Warrant, scheduled for Tuesday, May 13, 2014 from 7:00am to 8:00pm, in the Town Offices. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

7. Appointments – Interim Clerk for ZBA & COA Members

Selectman Prescott moved to approve the appointment Pamela Callahan as Interim Clerk for ZBA, term to expire June 30, 2014. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

Selectman Prescott moved to approve the appointment of Joyce Patton as a member to Council on Aging, term to expire June 30, 2015. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

Selectman Prescott moved to approve the appointment of Don Parker as a member to Council on Aging, term to expire on June 30, 2016. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

8. RHI - Refinancing 9 Hill Lane

Selectman Prescott moved that the Board of Selectmen hereby consent to the refinance of the property located at 9 Hill Lane, Shirley, MA, to Cynthia Stone, pursuant to a deed rider annexed to

the deed from Rural Housing Improvement provided that said refinancing shall not exceed \$132,500. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain and Kendra J. Dumont.

PUBLIC COMMENTS - None

ANNOUNCEMENTS

Chairman Dumont noted the next Board of Selectmen's meeting is Monday, May 5th, at 7:00pm.

EXECUTIVE SESSION

Selectman Prescott moved to go into Executive Session as authorized under M.G.L. c. 30A, §21(2), To conduct strategy sessions in preparation of negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel, at 7:45pm, and return to open session for adjournment purposes only. Selectman Swain Seconded. Robert E. Prescott vote Aye, David N. Swain vote Aye and Kendra J. Dumont vote Aye.

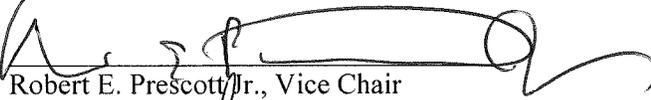
ADJOURNMENT

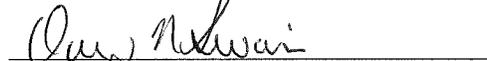
With no further business to discuss, *Motion and Seconded to adjourn.* Robert E. Prescott vote Aye, David N. Swain vote Aye, and Kendra J. Dumont vote Aye.

Respectfully submitted,
Kathleen Rocco

Date Accepted: May 5, 2014


Kendra J. Dumont, Chair


Robert E. Prescott Jr., Vice Chair


David N. Swain, Clerk

Board of Selectmen
Minutes of April 28, 2014

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.