



Town of Shirley

BOARD OF SELECTMEN

7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812

Robert E. Prescott, Jr., Chair

David N. Swain, Vice Chair

Kendra J. Dumont, Clerk

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BOARD OF SELECTMEN MINUTES June 1, 2015 7:00pm TOWN OFFICES

The Board of Selectmen convened its meeting on Monday, June 1, 2015 at the Town Offices, Meeting Rooms A & B, Chairman Robert E. Prescott, Jr., presiding, with Selectmen Kendra J. Dumont, David N. Swain, and Town Administrator Patrice Garvin in attendance.

CALL TO ORDER

Chairman Prescott called to Order the Board of Selectmen's Meeting at 7:00pm

TOWN ADMINISTRATOR REPORT

The Town Administrator gave her weekly report. She noted that the Town Treasurer's office is in the process of moving downstairs into the Collector's office. July 1st the Assistant Town Treasurer becomes the Assistant Treasurer/Collector. Garvin stated that this is an opportunity to merge the offices physically. This will create more efficiency and give both offices the coverage they need.

The Town's 43D site on Lancaster Road, approved at the November 10th Special Town Meeting has been approved by the state. Garvin thanked the Economic Development Committee for their work on this, especially Jackie Esielionis, Bryan Dumont and Principal Assessor Becky Boucher.

There is still a question on whether or not the Board would like Counsel to attend the STM on June 8th. Garvin stated that she has spoken to the Town Moderator and he had asked her if the Selectmen wanted take up business before going into the Deven's agenda, both meetings have been called for 7pm, thus one will need to be temporarily recessed.

Selectman Swain moved to accept all 4 Warrant Articles. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

Discussion by Selectmen regarding the need for Town Counsel on STM. Selectmen Dumont and Swain see no need for Counsel, Chairman Prescott stated that since Town Counsel is under a retainer; Counsel should probably attend the STM.

The Main Street bridge is going out to bid. TA noted that they met with the Mass DEP regarding the grant funding.

The War Memorial Trustees have given Garvin questions to ask the Board of Selectmen in regards to the lease. She noted that rather be the middle man, the Board should invite the Trustees into a Selectmen's meeting to flush out their concerns. She can contact the Chairman of the Trustees to see if they would like to attend an upcoming selectmen's meeting.

Garvin reported on the surplus property the Town recently posted on Municibid. She stated that the Town is seeing higher bids that if we advertised locally. Garvin thanked Pam Callahan and Kathi Rocco for their efforts on this.

The Finance Committee met and took position on the upcoming June 8th STM. The Finance Committee is not supporting any motions that increase the Regional Schools assessment from what was voted on at the ATM. TA asked if the Selectmen would like to take positions on the Special Town Meeting.

Selectman Swain moved to accept the Nashoba Valley Technical High School Budget as requested. Selectmen Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

Selectman Swain moved to accept the Town Administrator Salary Line as requested. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

Selectman Swain moved to not to accept the ASRSD budget as requested. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

The Master Plan Report compiled after the May 7th public forum was attached for the Selectmen's review. Garvin asked if the Selectmen would like to give input on the report, please forward comments to her and she will direct them to John Hume of MRPC.

TA Reported that the By-law employees are forming a Union. Garvin would like to bring this up at a formal discussion on BOS meeting on June 15th.

TREASURY WARRANTS

Payroll warrant # <u>0146</u>	<u>05/13/15</u>	\$ <u>6,679.67</u>
Payroll warrant # <u>6146</u>	<u>05/13/15</u>	\$ <u>39,903.86</u>
Payroll warrant # <u>9146</u>	<u>05/13/15</u>	\$ <u>1,966.90</u>
Payroll warrant # <u>0147</u>	<u>05/20/15</u>	\$ <u>5,079.51</u>
Payroll warrant # <u>6147</u>	<u>05/20/15</u>	\$ <u>32,975.09</u>
Payroll warrant # <u>9147</u>	<u>05/20/15</u>	\$ <u>1,800.06</u>
Payroll warrant # <u>0148</u>	<u>05/27/15</u>	\$ <u>6,579.08</u>
Payroll warrant # <u>6148</u>	<u>05/27/15</u>	\$ <u>34,056.63</u>
Payroll warrant # <u>9148</u>	<u>05/27/15</u>	\$ <u>16,826.93</u>

Payable warrant# <u>9475</u>	<u>05/12/15</u>	<u>\$ 361,766.25</u>
Payable warrant# <u>9485</u>	<u>05/12/15</u>	<u>\$ 107,567.50</u>
Payable warrant# <u>2475</u>	<u>05/20/15</u>	<u>\$ 54,456.49</u>
Payable warrant# <u>2485</u>	<u>05/27/15</u>	<u>\$ 194,454.64</u>
Payable warrant# <u>2495</u>	<u>06/03/15</u>	<u>\$ 32,062.65</u>
Payable warrant# <u>9495</u>	<u>06/03/15</u>	<u>\$ 1,512.50</u>

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

APPROVAL OF MINUTES

Selectman Swain moved to accept the Minutes of May 4, 2015 as presented. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye, and Robert E. Prescott vote Aye.

Selectman Swain moved to accept the Minutes of May 11, 2015 as presented. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye, and Robert E. Prescott vote Aye.

OLD BUSINESS

1. Energy Committee Update

Town Administrator Patrice Garvin reported to the Selectmen that most of the Energy Committee will be resigning. She stated that an Energy Coordinator should be appointed, and would be the point person to work on grants. That point person would deal directly with her office.

2. Budget Coordinating Committee Update

Review of the 5 year plan that the Town Accountant put together. Revenue is mostly flat. The expenditures are level funded (see attached). \$782,000 deficit for FY17 – this is the BCC jumping off point.

It was noted that the Town received correspondence from the School Committee chair, that they will not be participating in the BCC, however, will provide any information needed.

Selectman Dumont stated that the Town formed a committee to look at an override to basically try to fund the School, and feels that without a school representative; *it is a kick in the teeth.*

Selectman Swain commented that this is very disappointing, since the vast majority of the budget is the schools. The only way the override is going to pass is with the assistance of the school. Swain further stated the school needs to be part of the process; preferably the Superintendent or Business Manager.

Dumont stated the reason for the override is the school is increasing by 7%, while municipal side is not increasing, and in fact had gone down again.

Chairman Prescott commented that he has spoken to some people at the school, and he stressed the importance of engaging the school in this process. He further stated that the reality is the assessment is going to show up on their (BOS) desks, and pretty much a guarantee that the school's numbers are not going to be flat.

Selectman Dumont remarked that 7% increase every year from the School is something the town cannot afford. She stressed that there needs to be legislature involved; because of the debacle called 'regionalization'.

Prescott stated that the Town tried to tighten their belt, but much to the dismay of a group of people.

NEW BUSINESS

3. BOS & TA Goals & Objectives FY2016

Town Administrator Garvin suggested that the Selectmen review the BOS & TA Goals and Objectives in a working session, sometime in July.

4. Bond Issues

Selectman Swain moved to authorize the BAN (Bond Anticipated Note) in the amount of \$14,370 to Unibank. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

Selectman Swain read the Motion into the record:

I, the Clerk of the Board of Selectmen of the Town of Shirley, Massachusetts, certify that at a meeting of the board held on June 1, 2015 of which meeting all members of the board were duly notified and at which a quorum was present, the following vote was unanimously passed, all of which appears upon the official record of the board in my custody:

I moved that the maximum useful life of the departmental equipment listed below is hereby determined pursuant to G.L. C. 44, section 7(9) to be as follows:

<u>PurposeBorrowing</u>	<u>Amount</u>	<u>Maximum Useful Life</u>
DPW Plow/Sander	\$154,342.45	15

Selectman Dumont seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

5. Trails Committee Discussion - Tabled

6. Road Crossing & Pavement Cut Permit – 33 Clark Road; 10 Harvard Rd.; 47 Parker Rd

Selectman Swain moved to approve National Grid's Road Crossing & Pavement Cut for new gas service for 33 Clark Road. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

Selectman Swain moved to approve National Grid's Road Crossing & Pavement Cut for new gas service for 10 Harvard Road. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye.

Selectman Swain moved to approve National Grid's Road Crossing & Pavement Cut for new gas service for 47 Parker Road. Selectman Dumont Seconded. Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye

7. Town Hall Operations

Garvin stated that she has had a conversation with each Selectmen separately regarding a more uniformed schedule on Town Offices hours for over 3 months. Looking at the towns of Ayer and Ashby, noting their hours have one long day and 3 normal days with half day on Friday. She would like to have the Town Offices be open from:

8am – 7pm Monday
8am – 4 pm Tuesday, Wednesday & Thursday
8am – 1 pm Friday

Selectman Swain stated that the Clerk and Collector are already open on Monday nights, but do other departments need to be open as well. Garvin noted that other Boards and Commissions could utilize those departments now open on Monday evenings better.

Garvin further noted that she had a discussion with the Department Heads at their meeting last week, on the change of hours in Town Offices.

Dumont agreed that the offices should be open all at the same time as well as the safety issue.

Chairman Prescott agrees with the uniform office hours, which makes is easier for the citizen to do business.

Swain noted that with the departments not having any backup help, the long day on Monday would help them get their work done.

Finally it was agreed that Fridays would have hours of 8am-1pm, but closed to the public.

EXECUTIVE SESSION

No Executive Session.

PUBLIC COMMENTS

ANNOUNCEMENTS

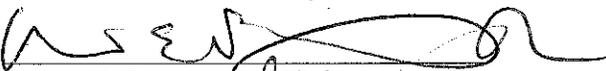
BOS meeting – June 8, 2015 at 6:45pm to be held at the Middle School Auditorium
Special Town Meeting – June 8, 2015 at 7:00pm to be held at the Middle School Auditorium

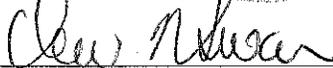
ADJOURNMENT

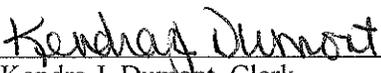
With no further business to discuss, *Motion and Seconded to adjourn at 7:50 p.m., Kendra J. Dumont vote Aye, David N. Swain vote Aye and Robert E. Prescott, Jr. vote Aye.*

Respectfully submitted,
Kathleen Rocco, Executive Assistant

Date Accepted: 6/29/15


Robert E. Prescott, Jr. Chair


David N. Swain, Vice Chair


Kendra J. Dumont, Clerk

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.