

SELECT BOARD OPEN SESSION MINUTES OF WEDNESDAY, NOVEMBER 1, 2023

In attendance: Chair Katie Goldrick, Vice Chair Pam Campanella, Clerk Patty Conway, Associate David Reilly, Interim Town Administrator Peter Morin, Assistant Town Administrator Kara Nyman. Absent: Associate William Watkins

1. Call to Order – Chair Goldrick called the meeting to order in the Noel C. King Meeting Room and via Zoom.
2. Approval of Minutes – No minutes to approve at this time.
3. Town Administrator's Report – Chief Smith provided correspondence on the Winter Parking Ban that is in effect as of 11/1/2023 until 4/1/2024. No vehicles to be parked on street from midnight until 6am. Notices will be placed on cars that do not cooperate.

Ms. Conway asked Mr. Morin to look into the timing of the light cycle at the intersection in the town square.

4. Spear Fund Application – Marion Rapoza from the Spear Fund Committee stated that they have reviewed the application and it has met the eligibility requirements for the gift of spear funds.

Ms. Rapoza clarified what the Spear fund is for Mr. Reilly. Ms. Conway said that the Spear fund does not appear to be established as an official committee without formal structure or process outside of what was created in 2020.

Mr. Reilly said that he wants to make sure there is a background of sorts done on the recipients of the funds. Ms. Conway said that there is an application on the town website. The committee then receives the application and verifies the recipient.

Mr. Reilly asked for legal to take a look at the requirements and the disbursements. Ms. Campanella asked for the criteria in determining who receives the funds. Chair Goldrick asked if an update could be provided on January 1st and again at the end of the year.

Town Accountant Elizabeth Zaleski said there is a non-expendable trust fund for \$5,000 – the only thing that can be spent is interest. It is a special revenue account that was set up as an endowment/scholarship.

Mr. Reilly said that there should always be an attorney that makes sure it meets the standards of town government, which Ms. Zaleski stated it has.

Mr. Reilly asked the Town Administrator if the amount in the account was in writing, who was spending the money, and where the receipts are. Mr. Morin said that his understanding of the fund is that it is disbursed at the direction of the Board and it does

not appear to be limited. Ms. Conway said that there is a limit of disbursement at no more than \$500 per request and no more than one request per person a year.

MOTION to accept the Spear Fund Committee's recommendation to allow the fund to pay \$500 towards the applicant's payment plan for vehicle repairs by Pam Campanella, 2nd by Patty Conway. Roll Call Vote: 4-0 with Conway voting yes, Campanella voting yes, Reilly voting yes, and Goldrick voting yes.

5. Department Head Updates –

Town Treasurer/Collector Tiffany Sheehan provided updates:

- Positive report about the two new employees
- October cash reconciliation process has begun
- Auditors are in at the moment
- Collection rates are great for the last billing cycle
- Water/Sewer collection rate is at 96%
- Reconsider water shut-off policy to potentially improve collections

Inspectional Services Director Eric Erskine provided updates:

- Provided data on previous 4 years of building permits
- Chair Goldrick asked how the permit expiration dates were tracked and Mr. Erskine clarified
- Provided data on appeals cases
- Chair Goldrick asked how many issues appeared in court and Mr. Erskine clarified
- 400 Weymouth Street

Chair Goldrick asked Mr. Erskine to have a look at the Burger King parking lot drain.

There was a discussion on how to handle houses that may be/look run-down and whether or not the people living there need to be checked on and how to proceed.

6. Update on Work in Front of Town Hall – Project Manager Sean D'Ambrosia gave an update on the project that is happening outside of the Town Hall:

- Rapid Flash Beacon (RFB) – needs a signature before the RBF gets delivered
- Tree grates – some are damaged due to age; these parts are discontinued. The current grates won't be ADA
- ADA compliance – Pro-ag (ADA standard) must have 48" of clearance on walking path – the existing concrete on S. Franklin is not meeting ADA
- Contractor and engineer recommended eliminating tree grates
- Only 12 trees included in the bid. Old tree roots need to be removed

Mr. D'Ambrosia said there needs to be a point person for the Town. Interim Town Administrator Peter Morin said he's happy to act as point person.

7. Trash Rates – Chair Goldrick shared a PowerPoint that compared the current trash/recycling plan with Capitol vs. the proposed plan with Troupe, as well as town expenses.

The Board discussed the various options for town trash as well as the cost and how to make sure it is as fair as possible for those residents who are paying. There was some disagreement over procedure.

Mr. Morin stated that it is important that there are resources to pay the bill for the current service and determine how long it will be paid for. Can not set a tax rates if bills can't be paid.

Ms. Campanella had clarification questions for the Town Accountant regarding tax lien for water/sewer. Chair Goldrick asked Town Accountant Ms. Zaleski to explain the process in which there is a lien for trash problems, and Ms. Zaleski deferred to the Treasurer-Collector Ms. Sheehan.

Ms. Campanella and Ms. Zaleski discussed current trash rates and previous actions by former boards.

Mr. Morin advised setting the rate to get through the cost. Ms. Zaleski said that a budget needs to be voted and then work within that limit. Mr. Morin advised that if the revenue is being reduced then flow reduction also needs to be enforced.

MOTION to increase the trash rates as suggested by the Town Accountant to \$131 a quarter by Patty Conway, 2nd by Pam Campanella. Roll Call Vote: 3-1 with Conway voting yes, Campanella voting yes, Reilly voting no, and Goldrick voting yes.

8. Capitol Waste Services Contract – Chair Goldrick asked the Board to consider taking a vote to end the capitol waste contract as of January 31st. She said other vendors will be available to town residents but Troupe would be the preferred vendor. Mr. Morin asked the Board to put off the vote for a week.
9. Contact with Town Accountant's Office – Mr. Morin stated that because it is a very busy time of year for the Accountant's office, he has asked that the public and people on committees go through the Town Administrator's office first.
10. Citizen's Forum –

Patricia Greely from Weymouth Street followed up on the Brigadoon/Acadia/400 Weymouth Street project.

Elaine Hyland from precinct 2 asked if the Select Board is planning to appoint a JFK re-purpose committee.

11. November 2023 Special Town Meeting Warrant – Mr. Morin confirmed that the warrant is ready to be accepted; it just needs to be voted on.

Ms. Conway had a question about article 3. Ms. Zaleski replied with information.

MOTION to accept the special town meeting warrant for November 27, 2023 with an amendment to article 11, by Patty Conway, 2nd by Pam Campanella.

Interjection by Chair Goldrick to ask Board to consider tabling the salary increases. Asked Ms. Conway to consider adjusting her motion. Ms. Conway rescinded her previous motion and put forth new motion.

MOTION to accept the special town meeting warrant for November 27, 2023 with an amendment to article 11, PFAS mitigation, and tabling the two salary increases for the Treasurer/Collector and Town Clerk (articles 9 and 10), by Patty Conway, 2nd by Pam Campanella.

Interjection by Treasurer/Collector Tiffany Sheehan regarding the tabling of salary increase.

Roll Call Vote: 3-1 with Conway voting yes, Campanella voting no, Reilly voting yes, and Goldrick voting yes.

12. Executive Session – MOTION to enter into Executive session pursuant to M.G.L. c. 30A, Section 21(a)(1) to discuss the reputation, character, physical condition or mental health, rather than the professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual (Public Works Superintendent DOT Investigation) and not to return to open session by Katie Goldrick, 2nd by Patty Conway. Roll Call Vote: 4-0 with Conway voting yes, Reilly voting yes, Campanella voting yes, and Goldrick voting yes.