

## Select Board Meeting Minutes 07/13/2020

Sel. McCaffery called the meeting to order at 6:30pm.

The following persons were present: Sel. Jim McCaffery, Sel. Pete Jurmain, Sel. Erin Underhill, Town Administrator Mike Guzinski, and Operations manager Karen Bouret.

### Announcements

CARES Act Grant award- The Town has successfully applied for the grant in the amount of \$729,127; it was issued in the full amount and currently in the Town's treasury.

### Open Session Items

#### 20-133 Appointment of Deputy Wiring Inspectors

Mr. Guzinski explained that he is recommending the appointment of two Deputy Wiring Inspector positions for fiscal 2021 and noted that these positions have always existed, but stipends have been reduced. The stipend rate will be \$600 per year plus \$40 per inspection.

**Sel. Jurmain made a motion to approve the Town Administrator's appointment of Jennifer Sweet and Michael Mancini as Deputy Wiring Inspectors. The motion was seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

#### 20-134 Appointment of Energy Manager

Mr. Guzinski said Robert Weiss has been acting as the Town's Energy Manager as a consultant since 2014. Mr. Weiss has been appointed as a Town employee in the position of Economic Development Director for 21 hours per week. Due to that appointment, he can no longer hold the Energy Manager position in a consultant role. Mr. Guzinski asked the Board to appoint Mr. Weiss as Energy Manager as an official employee of the Town for 19 hours per week.

**Sel. McCaffery made a motion to approve the appointment of Robert Weiss as Energy Manager for 19 hours per week. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

#### 20-135 Appointment of DPW Summer Help - DPW Project

Mr. Guzinski asked for the Board to approve his appointment of Patrick Doherty as a Summer Worker for the DPW to be paid out of the DPW project funding.

**Sel. Jurmain made a motion that the Board confirms the appointment of Patrick Doherty as a DPW Summer Worker through September 30, 2020, and for the DPW Director to have the authority to approve the payroll for this employee to be paid from the DPW building project line. The motion was seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

#### 20-137 Request for Authorization for PBC to Approve Change Orders and Contracts up to \$50,000.

**Sel. Underhill made a motion that the Board approves the request for authorization for the Permanent Building Committee to approve change orders, purchases and contracts related to the DPW project in an amount not to exceed \$50,000.00. The motion was seconded by Sel.**

**Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-138 Approval of MAPC Purchasing Consortium

**Sel. Jurmain made a motion to renew the contract with Pathfinders Tree Services for one year in an amount not to exceed \$85,000. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board and the motion passed unanimously.**

**Sel. Underhill made a motion to approve the contract for Pavement Markings with Markings, Inc. in an amount not to exceed \$20,000 through December 31, 2020. The motion was seconded by Sel. Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. Underhill made a motion to approve the contract for Catch Basin Cleaning with Truax Corporation not to exceed \$50,000 to be paid from the storm water enterprise fund through December 31, 2020. The motion was seconded by Sel. Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-139 Approval of Phase #2 Asset Management Contract

Mr. McKay explained that the Town was approved for the grant last fall and now it's time to address the Town's funding amount. Mr. McKay asked for the Board to approve the Town's in-kind match of \$31,780 to support condition assessment, outfall inspections, trainings etc. as well as \$54,218 as the cash match.

**Sel. McCaffrey made a motion to approve the proposal for the FY21 grant funding for the Millis Asset Management Grant. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-140 Approval of Phase #2 Cyber Comm DPW Radio System

**Sel. Underhill made a motion to approve the contract in the amount of \$36,666 for the two-way radio system for the DPW. The motion was seconded by Sel. Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-141 FY21 Street Paving List and Contract Approval

Mr. McKay reviewed his recommended road paving list (see attached) and Chapter 90 paving contract. Mr. Guzinski said the Town might obtain a \$100,000 legislative earmark to use towards a section of Route 109. Mr. McKay asked the Board to approve the contract with P.J. Albert, Inc. in an amount not to exceed \$462,712.

**Sel. McCaffrey Made a motion to approve the Chapter 90 Paving Contract with P.J. Albert, Inc. in an amount not to exceed \$462,712. The motion was seconded by Sel. Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffrey approved the DPW and Town Administrator's recommendation that the following roads be paved as follows: Island Road from Exchange Street to Timberline Road, Union Street from Pollard to Rosenfeld Road, Farm Street from Alma Road to 130 Farm Street, and Oakview Ave from Exchange Street to Union Street. Sel. Jurmain seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-142 Approval of Right of Entry Request for 12-14 Exchange Street

**Sel. Jurmain made a motion to approve the Right of Entry Agreement for 12-14 Exchange Street for the purposes of testing in phase II investigation comprehensive for the chair to sign. Sel. Underhill seconded this motion. The motion was seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-143 Approval of Revised Plan for 47 Southend Farmland Disturbance Permit

**Sel. McCaffrey made a motion that the Board approves the revised plan from May 10, 2018, for 47 Southend Farm. The motion was seconded by Sel. Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

20-136 Stormwater Hearing: Emerson Place

**Sel. McCaffery made a motion to enter the hearing for stormwater and land disturbance hearing for Emerson Place. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

Melissa Recos, the Town's peer review engineer from BETA said all their concerns have been addressed. She said the homeowner's association will keep the maintenance responsibility for individual stormwater basins maintenance in perpetuity, but the Town will be responsible for maintenance of the roads and catch basins if and when the roads are accepted by the Town. Ms. Recos said there is a waiver request to indicate the location of trees with a caliper of twelve inches or larger. Concerns were raised by the Board regarding potential basement flooding and Mr. Merrikin said basement drainage would be provided for any homes where that could be an issue. Discussion ensued, including questions from the public about the proposal.

**Sel. McCaffrey made a motion to close the stormwater and land disturbance hearing for Emerson Place. The motion was seconded by Sel. Jurmain. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

The Board voiced some concerns about the specificity regarding responsibility for inspection, maintenance, and mitigation of the culverts. Mr. Merrikin suggested adding a condition to the O & M defining the responsibility for those items as being the homeowner's association.

**Sel. McCaffrey made a motion to approve the stormwater and land disturbance permit for Emerson Place subject to revised language for condition C7 with approval by the Board of Health, Select Board, and applicant and subject to an added condition reflecting Operation**

**and Maintenance provisions that govern culvert maintenance and mitigation and for the final language to be approved by the Select Board at an upcoming meeting. The motion was seconded by Sel. Underhill. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

#### 20-145 Select Board Liaison Appointments

Board discussion ensued about combining the three enterprise funds into one committee. Sel. Underhill asked if there is a possibility of adding an SB liaison to the School Committee. Will continue the discussion at the next meeting.

#### 20-146 Select Board FY21 Reappointments

**Sel. McCaffery made a motion to reappoint Diane Hubbard, Robert Cantoreggi, Linda Chiarizio as members of the Agricultural Committee. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Robert Cantoreggi as a member of the Board of Assessors. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Jonathan Barry, Peter Berube, John Corcoran as members of the Capital Planning Committee. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Marsha Collins, John Doyle, James McKay, Jeffery Mushnick, and Charles Vecchi to the Cemetery Committee. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Shawn Power as the CPC liaison. Sel. Jurmain seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Christine Gavin and Roger Ancaulson on the conservation commission. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint William Brown and Lesette Walter. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. Jurmain made a motion to reappoint Christine McCaffery. Sel Underhill seconded this motion. Sel. McCaffery polled the Board. Sel. McCaffery, abstained. Sel. Jurmain, yay. Sel. Underhill, yay. The motion passes by majority.**

**Sel. McCaffery made a motion to reappoint Laura Doherty to the Culture of council. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Amanda Borgen, Nate Multinski, Nicole Riely, James savitis, Mark Spangenberg, Beth Murphy to the Economic Development Committee. Sel. Jurmain seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Timothy Farrar, Chris Jackson, Tom O’Connell, Kathleen Stirck, John Barry, Craig Gibbons, Mike Guzinski to the Energy Committee. Sel. Underhill seconded this motionSel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Karen Bouret as the State Ethics Liason. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Michael Giampietro and Mike Guzinski as Fence viewer. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint carol Johnson as the Finance Director. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to reappoint Joann Gannon, Cheryl Proofer, Margaret Wilks, Nathan Mutinski to the historical commission. Sel. Jurmain Seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to appoint Richard Barrett, Mike Guzinski, John Angler, Casandra Lagarge, Emily DeLario, Paul Jacobson, Kathleen Lannon, James McKay, John McVey, Christopher Soffayer, Peter Jurmain to the local Emergency Planning committee. Sel. Underhill Seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to appoint Robert Weiss as the MBTA Advisory Board Designee. Sel. Jurmain seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to approve Michael Guzinski, Nicole Reilly, Craig Schultze to the metropolitan planning council. Patrick Sheehan to the Permanent building committee, Joshua Guerrero as the planning board associate. Sel Underhill seconded the motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to appoint the following individuals as public weighers Kenneth Bianco, Michael Collins, Donald Glenny, Paul Lapierre, Jason Lariviere, Arthur Murphy, Michael Pucrases, Scott Rory, Francis Rossi, John Tresca, Steven Tresca, Robert Tresca. The following individuals to the Recreation committee are Michael Banks, Steven Cassidy, Timothy Davis, Kristen Fogerty, Erin Leblanc, Sharon Locke, Hannah Mustard, Susan Vera. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to appoint Rob Weiss as the regional transportation advisory representative. Karen Bouret, Mark Conroy, Lisa Jane Hardin, and Robert Jager as the voter registrars, and the right to know coordinator John McVey. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made motion to appoint Richard Barrett, Karen Bouret, John Angler, James McKay, Paul Simms, John McVey, Christopher Soffayer, Kimberly Tolson, Sandra Labarge to the safety committee. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to appoint to the southwest are planning council Robert Weiss and Nicole Reilly, Surveyor of Wood and lumber Michael Pietro. Town council KP Law, Jay Talerman for labor council, Robert Cantoreggi as Tree Warden, Richard Vitor as deputy Tree warden. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. McCaffery made a motion to ratify the following Town Administrator appointments Brenda Hamlin as Animal inspector, Terry Gonzalez as Assistant Assessor, Michael Giampietro as building commissioner, Gary Peltier as Building Inspector, Jim McKay as DPW Director, Patricia Kao as Council on aging director, Robert Weiss as economic director. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Sel. Jurmain made a motion to adjourn at 10:21pm. Sel. Underhill seconded this motion. Sel. McCaffery polled the Board, McCaffery – yay, Jurmain – yay, Underhill – yay. The motion passed unanimously.**

**Respectfully submitted by Victoria Schindler**