



# Town of Shirley

## BOARD OF SELECTMEN

7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812

*David N. Swain, Chair*

*Kendra J. Dumont, Vice Chair*

*Robert E. Prescott, Jr., Clerk*

TEL: (978) 425-2600, x200

Fax: (978) 425-2602

[Selectmen@shirley-ma.gov](mailto>Selectmen@shirley-ma.gov)

## BOARD OF SELECTMEN

### MINUTES

### September 8, 2014

### 7:00pm

### TOWN OFFICES

The Board of Selectmen convened its meeting on Monday, September 8, 2014 at the Town Offices, Meeting Rooms A & B, with Chairman David N. Swain presiding, with Selectmen Kendra J. Dumont, Robert E. Prescott, Jr., Town Administrator Patrice Garvin and Executive Assistant Kathleen Rocco in attendance.

#### CALL TO ORDER

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

#### TOWN ADMINISTRATOR REPORT

Town Administrator Patrice Garvin gave her weekly report for September 8, 2014. She noted that the town has received word that its Home Rule Petition was assigned a bill number, entitled "An Act providing for appointment of the Town Collector in the Town of Shirley." The bill number is House Bill 4433 and has gone to committee. The Town will be able to track this bill online.

TA Garvin informed the Board that the Town will be receiving reimbursement for Chapter 90 monies for Patterson Road repaving in the total amount of \$205,802.

The Town was notified that the American Legion will not be organizing Veteran's Day in Shirley this year. TA Garvin noted that the American Legion has conducted these ceremonies in the past, but, like Memorial Day, they are finding it harder each year to organize these types of events.

The Assessors are currently looking to hire a part time Assistant Assessor to replace Kristen Fox, who recently resigned to take another job in Stow, MA. They will be starting interviews this week.

Town Administrator requested the Board of Selectmen give her permission to post a part-time DPW Laborer position. Currently there is a DPW employee out due to an unrelated work injury. Not knowing when this employee will return, the DPW is vulnerable to accidents and overload. This position will be posted for 18 hour per week, non-benefited General Laborer.

Selectman Dumont moved to have the Town Administrator post the part-time position of a DPW Laborer. Selectman Prescott Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Town Administrator included in her packet to the Selectmen, the draft of the proposed Town Financial Policies. She is asking that the Board review these policies and place it on a future agenda for discussion. The Finance Committee has looked over the policies and has provided some initial feedback.

Finally, Garvin reported that she had met with the Sewer Commission and Dick Hingston, Town Auditor. There were some issues in the Auditor's Management letter that needed to be reviewed with the Sewer Commission. The Auditor also wanted to make the Sewer Commission aware of sewer betterment projections as the Town moves toward the end of the project over the next few decades. She noted that at the Sewer Commission meeting, both she and Mr. Hingston were informed that the Sewer Commission has been conducting its own audits on betterment projections. She further requested a copy of the audit to ensure the Town's Auditor is in line with the independent auditor hire by the Sewer Commission.

<b>TREASURY WARRANTS</b>
--------------------------

Payroll warrant # <u>0109</u>	<u>08/27/14</u>	<u>\$ 10,870.68</u>
Payroll warrant # <u>6109</u>	<u>08/27/14</u>	<u>\$ 24,408.01</u>
Payroll warrant # <u>9109</u>	<u>08/27/14</u>	<u>\$ 24,839.42</u>
Payroll warrant # <u>0110</u>	<u>09/03/14</u>	<u>\$ 6,067.48</u>
Payroll warrant # <u>6110</u>	<u>09/03/14</u>	<u>\$ 23,752.44</u>
Payroll warrant # <u>9110</u>	<u>09/03/14</u>	<u>\$ 9,953.30</u>
Payroll warrant # <u>0111</u>	<u>09/10/14</u>	<u>\$ 9,342.47</u>
Payroll warrant # <u>6111</u>	<u>09/10/14</u>	<u>\$ 24,741.18</u>
Payroll warrant # <u>9111</u>	<u>09/10/14</u>	<u>\$ 11,162.64</u>
Payable warrant# <u>9195</u>	<u>09/05/14</u>	<u>\$ 477,481.58</u>
Payable warrant# <u>2105</u>	<u>09/03/14</u>	<u>\$ 25,050.18</u>
Payable warrant# <u>2115</u>	<u>09/10/14</u>	<u>\$ 42,223.80</u>

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

## APPROVAL OF MINUTES

Selectman Dumont made the Motion to accept the Minutes of August 11, 2014. Selectman Prescott Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Prescott made the Motion to accept the Minutes of August 20, 2014. Chairman Swain Seconded. Robert E. Prescott, Jr. vote Aye, and David N. Swain vote Aye.

Selectman Dumont made the Motion to accept the Minutes of August 25, 2014. Chairman Swain Seconded. Kendra J. Dumont vote Aye and David N. Swain vote Aye.

## OLD BUSINESS

1. Energy Committee Update – Tabled

## NEW BUSINESS

2. Worcester Regional Medical Reserve Corps. (WRMRC) Presentation

Lois Luniewicz of the Worcester Regional Medical Reserve, North East Division, came before the Board of Selectmen notifying them that the month of September is National Preparedness Month.

She further explained that The Worcester Regional MRC is a volunteer organization that assists communities across center Massachusetts in disaster response, public health preparedness and community service events. When a public health emergency takes place, the need for volunteers will be vital. Volunteers part of the MRC will be used in various capacities for emergency services, public health opportunities and community education events.

The MRC are looking for volunteers that are licensed medical professional and others with medical experience (doctors, nurses, pharmacists, EMTs, dentists); mental health professionals (counselors, social workers, therapists, clergy) and people with special skills (interpreters, health educators, office workers, security personnel).

Upon becoming a volunteer, they are provided with free trainings and join a local network of MRC volunteers.

3. Temporary Liquor License – Hose Company

Selectman Dumont moved to grant the Special License for the Sale of Wines and Malt Beverages only, to be drunk on the premises Under Chapter 138, Section 14, of the Liquor Control Act for the Hose Company #1 Motorcycle Ride, to be held on the grounds of the War Memorial Building, on September 20, 2014 from Noon to 6:00pm. Selectman Prescott Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

4. Driveway Permits : 6 Waxon Way; 133 Center Rd; 2 Leonard St.

Selectman Dumont moved to approve the Application for Permit “to construct &/or blacktop Driveway or Accessway” for Lot 41 #6 Waxon Way with the attached Order of Conditions. Selectman Prescott Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Dumont moved to approve the Application for Permit “to construct &/or blacktop Driveway or Accessway” for 133 Center Road with the attached Order of Conditions. Selectman Prescott Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Dumont moved to approve the Application for Permit “to construct &/or blacktop Driveway or Accessway” for 2 Leonard Street with the attached Order of Conditions. Selectman Prescott Seconded. Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

5. Road Crossing & Pavement Cut : 26 Parker Rd, 24 Fredonian St., Benjamin Rd

Selectman Dumont moved to approve the Road Crossing & Pavement Cut Permit for National Grid at 26 Parker Road with the attached Order of Conditions. Selectman Prescott Seconded. Robert E. Prescott vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Dumont moved to approve the Road Crossing & Pavement Cut Permit for National Grid at 24 Fredonian Street with the attached Order of Conditions. Selectman Prescott Seconded. Robert E. Prescott vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Dumont moved to approve the Road Crossing & Pavement Cut Permit for National Grid at Benjamin Road Pole 14/2/14 with the attached Order of Conditions. Selectman Prescott Seconded. Robert E. Prescott vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

6. Special Town Meeting Draft Warrant

Town Administrator presented to the Selectmen the draft Special Town Meeting Warrant. She reviewed the following potential Articles, noting that the Warrant closed on Wednesday, September 11<sup>th</sup>.

- Article 1: Accept Salary Classification Plan, FY2015 Wage Scale
- Article 2: Supplemental Appropriation of Funds for Fiscal Year 2015
- Article 3: Appropriate Capital Item for FY2015
- Article 4: Transfer to the General Stabilization Fund
- Article 5: Transfer to the Capital Stabilization Fund
- Article 6: Authorize Payment of Prior Year Bills
- Article 7: Approve Solar Tax Agreement(s)
- Article 8: Amend Article 1.4 “Zoning Districts” of the Zoning Bylaw
- Article 9: Amend Zoning Map, \_\_\_parcel\_\_\_
- Article 10: Amend Zoning Map, \_\_\_parcel\_\_\_
- Article 11: Approve 43 D Priority Site
- Article 12: Amend Article 1 of the Town Meeting Bylaw
- Article 13: Amend Article \_\_\_ of the \_\_\_Bylaw
- Article 14: Amend Article \_\_\_ of the Police Regulations Bylaw
- Article 15: Amend Article \_\_\_ of the Town Fines Bylaw
- Article 16: Ce Prey Trust Fund

Chairman Swain noted that on Article 2, except for the voting machines, everything should be revenue neutral. He further requested that the Town look into an article requesting \$10,000 for JBOS, as well as putting a small percentage towards OPEB.

7. Appointments – Election Workers

Selectman Dumont moved to approve Don Parker as an election worker – republican, term to expire June 30, 2015. Selectman Prescott Seconded. Robert E. Prescott vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Dumont moved to approve Nicolas Wilson as an election worker – republican, term to expire June 30, 2015. Selectman Prescott Seconded. Robert E. Prescott vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

Selectman Dumont moved to approve Elizabeth Colburn Mirkovic as an election worker – unenrolled, term to expire June 30, 2015. Selectman Prescott Seconded. Robert E. Prescott vote Aye, Kendra J. Dumont vote Aye and David N. Swain vote Aye.

**PUBLIC COMMENTS - NONE**

**ANNOUNCEMENTS**

Next Selectmen’s Meeting is Monday, September 15, 2014.  
State Primary is Tuesday, September 10<sup>th</sup> from 7am-8pm at the Town Offices.

**ADJOURNMENT**

With no further business to discuss, *Motion and Seconded to adjourn at 7:40 p.m., Robert E. Prescott, Jr. vote Aye, Kendra J. Dumont vote Aye, and David N. Swain, vote Aye .*

Respectfully submitted,  
Kathleen Rocco

Date Accepted: Sept. 15, 2014

  
\_\_\_\_\_  
David N. Swain, Chair

  
\_\_\_\_\_  
Kendra J. Dumont, Vice Chair

  
\_\_\_\_\_  
Robert E. Prescott, Jr., 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.*