

Approved 2.22.2011

WENHAM BOARD OF SELECTMEN
Meeting of Tuesday, February 8, 2011 ~ 7 PM
Wenham Town Hall, 138 Main Street

2-22-11
AT THEIR MEETING OF
BOARD OF SELECTMEN
APPROVED

With a quorum present, Ms. Martins called the meeting to order at 7:05 pm.

Selectmen Present: Molly Martins, Chair; John Clemenzi, Vice Chair; Harriet Davis, Secretary

Also Present: Jeff Chelgren, Town Administrator; Catherine Tinsley, Minutes Secretary

Abbreviations used
BOS Board of Selectmen
TA Town Administrator

Public Information
Agenda

WELCOME AND OVERVIEW OF AGENDA STATEMENTS OR QUESTIONS BY PUBLIC

Carin Kale, President of the Hamilton Wenham League of Women Voters extended an invitation to residents to, "The ABC of Property Assessment" being held at the Library Friday. This forum will talk about how home value and tax bills are calculated, and properties are assessed. The Assessors from both towns will join the meeting.

Peter Schibli, 188 Main Street reported on damage done to his property on January 30, 2011 saying a 10 foot pile of snow debris plowed from the street, which included ice and rocks was put over his fence against his front door; Mr. Schibli accused this action as illegal dumping and asked the town facilitate a resolution. There was a discussion of how the town/state handles the plowing of Main Street, noting this is state highway Route 1A; the state contracts the plowing.

Mr. Chelgren said he would call Wenham's contact person at Mass Highway for further discussion and resolution.

Mr. Schibli also told the BOS his conversation with the DPW Director was unacceptable.

John Fallon, 233 Main Street/ Fallon's Auto questioned the town's policy for putting snow at Pingree Park telling the Selectmen that although he is a tax payer of the Town of Wenham he is not allowed to put his snow at Pingree Park, but sees Hamilton business/residents dumping snow there.

Ms. Davis noted there is a host of situations regarding snow that would require a policy and suggested the BOS clarify the details in such a policy.

ANNOUNCEMENTS

DPW Fire, Police Departments & Mark Gates – Expression of appreciation

Mr. Chelgren recognized the dedication of town staff, especially during the storm and the cooperation between departments.

Ms. Martins read a letter from Fire Chief Blanchard commending the Wenham Fire Department for stepping up to help out the town in an emergency situation, specifically clearing snow off town buildings over a period of many days, including weekends and time off from their own work. The BOS echoed these sentiments.

Snow Safety

Mr. Clemenzi reminded residents to clear fire hydrants near their homes.

He also stressed that children are kept away from the roads, off snow banks by the street and for residents to drive cautiously.

Nomination Papers

Mr. Clemenzi announced that nomination papers are available at the Town Clerk office from February 7 – 21, 2011. He read a list of those positions open and the terms as provided by the Town Clerk; Nomination papers must be submitted by 5 pm on March 21, 2011. The last day to withdraw is Monday April 4, 2011.

The last day to register to vote at Town Meeting is April 19, 2011 by 8 PM; additional information is available through the Town Clerk's office.

Three Regional School positions were also identified; nomination papers are available at the Superintendent's office.

Town Meeting is Saturday May 7, 2011.

Volunteer Positions Available

Ms. Davis identified that two volunteer positions are available on the Town Advisory Committee, preferably a person with experience in construction or land development, or engineering related fields; a letter of interest should be sent to the TA.

CPA (Community Preservation Act) Application submittal Deadline was February 1, 2011.

Ms. Martins announced the deadline for CPA application has passed.

Ms. Martins announced that the Joint Finance Committee meeting of February 2nd is rescheduled to February 16th. Budgets for the collaborative departments e.g. library, senior Van, ECO, Recreation will be presented.

The Board of Selectmen will reschedule the originally posted meeting of February 15th to February 22, 2011.

PRESENTATIONS BY GUESTS OR STAFF

OLD BUSINESS

Town Center Master Plan & War Memorial

Present: Bruce Blanchard, Chair War Memorial Committee (WMC)

Ms. Martins reviewed that the Building Committee (BC) has received a master plan for the town center that they are recommending to the town.

Mr. Chelgren talked about the meeting with the Landscape Architect who has been engaged to draft two/three conceptual ideas; these will be presented in a couple of weeks. The ultimate goal is an approved design from both the WMC and BC.

Mr. Blanchard stated that the WMC supports that the car barn lot be made a Memorial park and is requesting a placeholder on the Town Meeting Warrant if necessary.

COA Director – Inter-Municipal Agreement

Mr. Chelgren updated the BOS saying he has been working with the Hamilton Town Manager to modify the inter-municipal agreement for the shared COA Director position. The BOS was provided with a copy of the agreement. The term of the agreement is from February 10, 2011 – June 30, 2012. This will allow time to understand the situation and the future of the position. This is a 40-hour position: 14 hours for the van supervisor and 13 hours for each community.

Mr. Chelgren also identified that an appointment/hire letter for Susan Carp is also included for signatures; there is already an inter-municipal agreement on the COA van supervisor already in place.

Ms. Davis made a motion the BOS approve and sign the agreement. Mr. Clemenzi seconded and the motion carried by unanimous vote.

NEW BUSINESS

Annual Town Meeting (ATM) Open May 7, 2011 ATM Warrant and Set ATM Date

Mr. Clemenzi made a motion to hold the Annual Wenham Town Meeting on Saturday, May 7, 2011 at 1 PM.

Ms. Davis seconded and the motion carried by unanimous vote.

Mr. Clemenzi made a motion to open the ATM Warrant on February 1, 2011 and that the Warrant close on March 8, 2011. Ms. Davis seconded and the motion carried by unanimous vote.

A placeholder for the War Memorial Committee was confirmed.

Snow and Ice – Budget update

Ms. Davis made a motion to authorize the DPW/Town to exceed the Snow and Ice budget voted at Town Meeting, as allowed by the state, and to provide services as needed regardless of the budget.

Mr. Clemenzi seconded and commented that this is the only account that can over spend. The motion carried unanimously.

It was noted that as of the 7th of February, the town had spent \$84,565 (this total includes snow removal off the roofs) against a \$70,000 budget.

Mr. Chelgren noted that the Finance Committee also voted approval.

Interim Town Accountant

Mr. Chelgren reported that the Town Accountant is on medical leave. In order to maintain regular Town business, he is recommending that Justin Cole, of Bay State Accounting Group work 10 hours per week at \$52.13 an hour until March 14, 2011; he must be appointed by the BOS.

Ms. Davis made a motion to appoint Justin Cole of Bay State Accounting Group as Interim Town Accountant for the duration of Catherine Gabriel's absence as per the agreement of January 18, 2011. Mr. Clemenzi seconded and the motion carried by unanimous vote.

Planning Board Appointment – Stephen Kavanaugh

Ms. Davis made a motion to appoint Stephen Kavanaugh to the Planning Board for a term through May 7, 2011. Mr. Clemenzi seconded and the motion carried by unanimous vote.

Finance Committee/ Selectmen Joint Meeting - Update

Ms. Martins referenced the last joint meeting saying the FinCom and BOS talked about long term financial policies to guide short term decisions and will put the town in a better position for bonding.

The BOS talked about the Town Advisory Committee (TAC) taking the lead in data gathering for a Trend Setting Analysis.

It was noted that the TAC has indicated an interest in serving in this roll.

Ms. Davis referenced the MMA conference saying she attended workshops and suggested the Town does extensive planning of visions and core values and over all plan starting with BOS having a strategic planning retreat including a mission statement, core values, analysis, strengths, and weaknesses and find the best people to implement the program and determine the best way to go forward including SWOT (Strength, Weakness, Opportunities, & Threats) analysis.

Present: Roger Kuebel, Finance Committee

Mr. Kuebel noted he was not present to speak for the FinCom but was watching the meeting and came to participate in the conversation saying he would welcome a committee to do the groundwork for an analysis but that no authority would be relinquished to any other group/committee.

Mr. Clemenzi observed that the committee still has assignments outstanding and suggested that time lines be attached to the data collection.

A discussion ensued if this was the appropriate group to assign this task or another task.

Ms. Martins requested the TAC give their recommendations to the BOS at the March 1 meeting.

The TAC was thanked for their work.

CPA Applications

Funding Town Hall renovations

Retrofitting for housing Enon 1 (antique historic fire pump truck from 1866 vintage)

Rail Trail for surfacing B2B trail through Wenham Swamp

Ms Davis made a motion that the BOS support and endorse the three applications for the debt service of the town hall building, proper storage for Enon 1, and to implement the Border to Border rail trail final trail coating. Mr. Clemenzi seconded and the motion carried by unanimous vote.

Municipal Affordable Housing Trust (MAHT) – Appointments

Jamie White, Architect

Joshua Anderson, Real estate

Ms. Davis made a move to appoint Jamie White and Joshua Anderson to the MAHT through June 30, 2012.

Mr. Clemenzi seconded and the motion carried by unanimous vote.

REPORTS

Mr. Chelgren identified that the FinCom is requesting policy direction regarding the funding of the proposed purchase of a trackless machine for the DPW at an anticipated cost between \$150,000-\$160,000.

One option is debt exclusion with a 12-year bond excluded from proposition 2 ½ if the BOS is willing to put this on the warrant.

Ms. Davis said that she supports a separate article to be presented at Town Meeting for residents to vote on the options.

The BOS agreed to keep options open, citing Article 2 has not been drafted yet.

Melissa Roy, Recreation Director for Hamilton/ Wenham resigned for personal health reasons at the end of January; the position has been advertised and will close this Friday. Mr. Chelgren stated there are 31 applicants; an interview committee will meet next week to go through the applications.

Eco Meeting Overview

Mr. Clemenzi reported on the recent meeting of the regional dispatch held in Topsfield. He said six communities are currently going forward; Wenham, Topsfield, Essex, Beverly, Amesbury, Middleton. Newburyport and Methuen remain uncommitted at this time.

He said the Sheriff was present and informed the towns that the State will honor the cost estimate of \$16.25 given to the towns, making up any differences in a long-term commitment. The larger goal is to encourage more regional systems throughout the state.

Mr. Clemenzi said the timeline has been put together; the first town will be moved into the center during the 3rd quarter of 2012.

Ms. Davis continued her report on the MMA conference noting she went to a workshop on PILOT programs and budgeting in addition to strategic planning. The Finance Budget conference material will be provided to the Town Finance Director and Ms. Davis suggested a Saturday meeting to go over this material.

Mr. Clemenzi and Mr. Chelgren said they went to a workshop for DPWs sharing equipment on an emergency basis.

MINUTES -January 18, 2011

December 7, 2010 - HELD

Ms. Davis made a motion to approve the WBOS of January 18, 2011 with edits as indicated.

Mr. Clemenzi seconded and the motion carried by unanimous vote.

EXECUTIVE SESSION

Ms. Davis made a motion to enter into ES at 9:02 pm (6) To consider the purchase, exchange, lease or value of real property, if such discussions may have a detrimental effect on the negotiating position of the governmental body and a person, firm or corporation and not to return to open session except for adjournment. Mr. Clemenzi seconded and the motion carried unanimously by roll call vote.

At 9:14 pm the Selectmen returned to open session and on a motion by Ms. Davis adjourned.

Respectfully submitted by

Catherine Tinsley