

12-6-11

Draft
WENHAM BOARD OF SELECTMEN
Meeting of Tuesday, November 1, 2011 ~ 7 pm
Wenham Town Hall, 138 Main Street

With a quorum present, Ms. Martins called the meeting to order at 7 pm.
Selectmen Present: Molly Martins, Chair; John Clemenzi, Vice Chair; Patrick Wilson, Secretary (7:13 pm)
Also Present: Jeff Chelgren, Town Administrator; Catherine Tinsley, Minutes Secretary

**STATEMENTS OR QUESTIONS BY PUBLIC
ANNOUNCEMENTS**

Ms. Martins informed residents yard waste from the recent storm may be dropped off at the West Wenham Playground or the DPW Garage at Iron Rail until Monday November 7, 2011.
She also announced the lose leaf pickup will begin this month, weather permitting noting once it starts the progress will be tracked on the town's web site.
The Library's 10th Anniversary Gala is Sunday November 6th.

The HW Boards of Health are sponsoring a free Flu (vaccine) Clinic November 9, 2011 at the Meeting House Bay Road, Hamilton.

Mr. Clemenzi read a letter from the Fire Chief Bob Blanchard commending those Wenham Fire Fighters who attended training at the Fire Academy in October. The letter identified these members donated their time to attend the weekend classes. They were also recognized for volunteering their time for the Fire Prevention Awareness night.

PRESENTATIONS BY GUESTS OR STAFF

NEW BUSINESS

Election Officers Appointments

Mr. Clemenzi moved to accept the recommended of list of Election Officers as recommended by the Town Clerk.
Ms. Martins seconded and the motion carried unanimously.

Wenham Housing Authority Appointment – Don Luxton

Mr. Clemenzi read a letter of interest from Don Luxton to serve on the Wenham Housing Authority.
Mr. Clemenzi moved to recommend approving Don Luxton's appointment to the Wenham Housing Authority.
Ms. Martins seconded and the motion carried unanimously.

Finance Director Transition

Mr. Chelgren reviewed the Hamilton and Wenham BOS have begun talking about merging the finance departments; Wenham is without a Finance Director as of November 3, 2011.
Rick Viscay, a previous Wenham Finance Director has given a proposal to the town to do the Recap Sheet and help fill the gap during this time.
The BOS were asked to acknowledge there are consultant fees out of the Finance Director salary line during this transition time and appoint Debra Mena as interim Finance Director and Cheryl Booth as interim Treasurer / Collector
Mr. Clemenzi stated he was not prepared to make these decisions and questioned why this is the only option. He asked if current employees can be utilized with expansion of the 32-hour workweek.
Mr. Chelgren said the other sources the town uses are not available to Wenham until January and currently the skill set is not available in house to fill the Finance Director position.

In principal given the time frame is not open ended, Mr. Wilson said in concept he does not have opposition but asked for a financial number associated with it.

Mr. Wilson questioned if Hamilton and Wenham do not consolidate their Finance Departments, what will happen to the position. Mr. Chelgren responded that the position would be posted.

Mr. Clemenzi asked the Finance Director position be posted immediately to be prepare for the future for either an interim position or permanent position to thoroughly explore all opportunities available to the town.

Mr. Chelgren said it would be disingenuous to not post the position for an additional \$20,000 to meet current market rates. Ms. Martins noted the salary survey is due and will be referenced.

Ms. Martins and Mr. Wilson supported Hamilton as consulting for the immediate need.

Mr. Clemenzi moved to appoint Debra Mena as interim Finance Director and Cheryl Booth as interim Treasurer / Collector for Wenham as needed up to December 31, 2011. Mr. Wilson seconded and the motion carried unanimously.

* Mr. Wilson moved to bond Motion to bond Debra Mena and Cheryl Booth for interim period not beyond December 31, 2011. Mr. Clemenzi seconded and the motion carried unanimously.

The BOS acknowledged the TA is entering into contract with Rich Viscay for the Recap Sheet for \$2,100 and \$60 an hour for any additional time.

Mr. Clemenzi moved to recommend the BOS post for the position for an interim Finance Director immediately. Mr. Wilson seconded and the motion carried unanimously.

Council On Aging (COA) Appointment Consideration

Mr. Wilson said that there has been a difference in opinion of the COA policy and bylaws between the COA Board Chair Paul Mendonca and the COA Director, Susan Carp, which is interfering with the ability of the COA to fulfill the mission to provide service to the seniors of Wenham

Mr. Wilson stated the BOS got a clear and impartial picture of the issues by interviewing both parties and other COA Board members; minutes and bylaws were reviewed, and Town Counsel and the State Office of Elder Affairs contacted. In conclusion, the BOS determined the differences are irreconcilable; this is unfortunate and regrettable.

Mr. Mendonca was given the opportunity to step down but indicated through an email to the Town Administrator his appointment as chair expired October 31, 2011 but it was his intention to continue to serve on the COA Board; this is a 3-year appointment.

The BOS concurred that Mr. Mendonca's appointment be rescinded.

Mr. Wilson moved the BOS rescind the appointment of Paul Mendonca to the COA Board effective immediately. Mr. Clemenzi seconded and the motion carried unanimously.

Mr. Wilson added that Ms. Carp is doing an excellent job as Director and the COA is a vital part of the community and hoped this work will continue and be supported by the community.

OLD BUSINESS

Special Town Meeting (STM) – November 8, 2011

Mr. Chelgren referenced a PowerPoint presentation regarding the STM Warrant Articles, and explained briefly the details of each Article. There are 10 Articles. Articles 1 – 6 will be a consent calendar.

It was noted that the BOS approved the waste reduction program and will pass over Article 11. Mr. Wilson stressed the benefits of this program and that the bigger picture is to reduce solid waste trash tipping fees and costs to the town. It is anticipated the program will begin in March 2012.

REPORTS

Mr. Chelgren presented a letter for the BOS to sign for a local girl scout who received a Congressional Medal of Honor.

The BOS agreed to schedule a follow up retreat in November / December.

Veteran's Day events on Friday, 11.11.11 will be discussed between Mr. Clemenzi and Mr. Chelgren.

MINUTES – October 11, 18, 19, 25

Mr. Wilson moved to approve the open session minutes of the BOS meeting of Tuesday, October 11, 2011.

Mr. Clemenzi seconded and the motion carried unanimously.

Mr. Wilson moved to approve the executive session minutes of the BOS meeting of Tuesday, October 11, 2011.

Mr. Clemenzi seconded and the motion carried unanimously.

Mr. Wilson moved to approve the open session minutes of the BOS meeting of Tuesday, October 18, 2011.

Mr. Clemenzi seconded and the motion carried unanimously.

The BOS held the executive session minutes of October 18, 2011 pending further review.

The BOS held the October 25, 2011 minutes pending review.

Mr. Wilson moved to approve the open session minutes of the Joint BOS/Finance Committee meeting of Wednesday, October 19, 2011. Mr. Clemenzi seconded and the motion carried unanimously.

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The BOS will meet with the Finance Committee November 2, 2011, prior to the STM on November 8, 2011, and November 15, 2011.

EXECUTIVE SESSION (ES)

Mr. Wilson moved at 9:09 pm that the BOS enter into ES according to MGL Chapter 39, section 23A and 23B (3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the governmental body, to conduct strategy sessions in preparation for negotiations with nonunion personnel, to conduct collective bargaining sessions or contract negotiations with nonunion personnel that the BOS return to open session for the purpose of voting on article 10 of the warrant and to adjourn. Mr. Clemenzi seconded and the motion carried unanimously by roll call vote.

The BOS returned to open session at 10 20 pm.

Mr. Wilson moved to pass over Article 10 – Police Cruiser on the STM Warrant of November 8, 2011. Mr. Clemenzi seconded and the motion carried unanimously.

On a motion by Mr. Wilson at 10:21 pm, it was unanimous to adjourn.

Respectfully submitted by

Catherine Tinsley