

8-2-11

WENHAM & HAMILTON BOARD OF SELECTMEN  
Meeting of Tuesday, July 12, 2011 ~ 7 PM  
Hamilton-Wenham Library, Main Meeting Room

With a quorum present, Ms. Martins called the meeting to order at 7:01 pm.

Selectmen Present: Molly Martins, Chair; John Clemenzi, Vice Chair; Patrick Wilson, Secretary

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

Also present and recording separate minutes:

Hamilton Selectmen Jennifer Scuteri, Chair; Jeff Hubbard; Jeffrey Stinson Marc Johnson; Michael Lombardo, Town Manager; Debora Nippes-Mena, Finance Director

#### Abbreviations

BOS Board of Selectmen

TA Town Administrator

TM Town Manager

FinCom Finance Committee

#### Public Information

Agenda

### **ADULT EDUCATION OUTREACH PROGRAM**

Present: Rebecca Borden, Pingree School Director of Institutional Partnership

Ms. Borden spoke regarding adult (over 18 years of age) educational programs serving the North Shore community.

She spoke of two new programs:

    Pingree Masters Summer Semester Catalogue

    And Pingree Masters Spring Semester Catalogue

Ms. Borden also talked about plans for summer school 2012, and possible global imitative student exchanges along with other expansions and programs.

### **REVIEW / DISCUSSION OF REGIONAL AGREEMENT**

The BOS were provided the current inter-municipal agreement between the towns and the school, as well as examples from other communities with regional agreements for discussion purpose.

Those agreements included Manchester/ Essex; Nashoba (Stow, Bolton, Lancaster); Pawtucket; Mendon/Upton; Groton/ Dunstable.

Discussions over the next hour addressed issues raised to improve the process, noting the entities have all drifted from the original intent.

    Following rules of Chapter 71 and the CMR

    Intention of the agreement

    Communication flow

    Goal of the three entities,

    Alignment with MGL

    Follow best practice

This included that monthly updates are provided to the BOS from the School District.

It was also identified that according to the agreement, the Hamilton TM and Wenham TA should be included in collective bargaining.

It was agreed there needs to be a collaborate process, starting immediately. Those regional systems with successful agreements have a better flow of information; talk about the budget together before Town Meeting.

The Meeting was open to the BOS for comment. The BOS observed those regional systems have successful agreements through communication and working together on budget issues with an increased level of detail as a key component.

The disconnect between the towns and the current tax formula which is based on income and assesses tax payers the cost of schools needs to be looked; there is \$30,000 income difference between the two towns. The burden to those who cannot afford it needs to be addressed.

Mr. Wilson observed there is value in reflecting critically on how to structure boards/ committees and to look at review positively and what other districts are doing and make the Hamilton Wenham agreement better and work cooperatively to reach a common goal.

Mr. Clemenzi stated that there needs to be forward thinking; that things can not be done the same way they used to citing that the system functions differently, the costs of education are different.

It was identified the School Committee received the same packet. Tri Board meetings will be scheduled after they have had a chance to review the material.

The Town Counsels suggested the starting point is the flow of financial information; this does not require change in agreement. The Finance Committees will be asked to contribute during the process.

Mr. Chelgren noted the timeline of the budget process saying it begins in October, which is only 3 months from July and stressed the importance to begin immediately.

#### **BUDGET PROCESS COMMITTEE**

John McWane spoke regarding the budget process saying clear financial information is very important

He also suggested the allocation of the cost to the towns are reviewed and options considered.

Richard Boroff stated the BOS need to attend more School Committee and sub Finance Committee meetings and suggested that a designated Selectmen attends the School Committee sub Finance Committee meetings.

Rick Mitchell said that the facts need to be released and how this information will be used; this is as much about the process as the figures. He noted multiple decisions are being made. He requested small groups meet and give progress reports and where there is room for improvement.

It was agreed the TM, TA and Superintendent work together reviewing the agreement, that it is in alignment with MGL, reflects the goals of the budget and has clear goals.

The Budget Process Committee's (BPC) charge should be reviewed annually.

Bill Bowler, spoke as chair of the BPC saying that each entity must "buy in" and all members. This is where ideas are discussed. This is not a statutory committee and has no power. There are currently 14 people on the BPC.

Deb Evans who was town appointee to BPC and said the committee members need to be committed and want to serve. Previously there was spotty attendance for a number of reasons. He suggested a three-entity board meeting in August rather than September.

Catherine Harrison, Wenham FinCom observed there is a charge in place and it may be that it needs to be better executed rather than re-written.

#### **OPERATIONAL AUDIT**

Ms Scuteri reported the Operational Audit has been finalized and final payment made to Ever Green.

The Audit Committee will be asked to update the BOS. The BOS agreed a letter be sent to the School Committee requesting their plan of action in response to the Audit Report.

#### **H-W CAPITAL MANAGEMENT COMMITTEE (CMC)**

The BOS talked about the combined Department of Public Works (DPW) to manage capital assets; no action was taken at the previous meeting.

Follow up discussions regarding the proposed Virtual DPW (VDPW).

Bill Dery spoke in support of the VDPW citing the potential savings of \$250,000 range.

He asked the BOS to vote to accept the CMC proposal to develop a DVDPW to manage the school building maintenance.

It was noted there is nothing in the MGL that prohibits the town's / schools from working together in this manor. Major savings are in the direct labor costs compared to contracted labor, which can be twice the rate, and scheduled maintenance.

It was the sense of the Selectmen to approve going forward with all entities to continue to work on the operational details and accept the recommendations as presented by the CMC with the caveat to negotiate with the School Committee for a mutual agreement to accomplish the same goal.

Ms. Martins called a recess at 9:13 pm for the Wenham Selectmen. The Hamilton Selectmen adjourned.

The Wenham BOS reconvened at 9:20 pm and continued their agenda.

## WENHAM BOARD OF SELECTMEN

### END OF YEAR TRANSFERS

Mr. Chelgren presented line item transfers for authorization by the BOS. These will be presented to the FinCom for approval at their next meeting.

The BOS had copies of the transfers and an explanation for each transfer. The total amount is \$36,801.38; this includes the Snow and Ice deficient, which was about (\$23,000) higher than budgeted.

Mr. Clemenzi made a motion to authorize the transfer of appropriation funds from document Line Item Transfer dated July 11, 2011 for \$36,801.38. Mr. Wilson seconded and the motion carried by unanimous vote.

### NEW BUSINESS

#### Wenham Museum

The BOS acknowledged three requests from the Wenham Museum to use town owned land:

August 27, 2011, Wenham Day - Town Hall Green and Car Barn Lot

August 6, 2011 Pingree Park

September 17, 2011 Pleasant Pond

Mr. Chelgren recommended approval.

Mr. Clemenzi made a motion the BOS authorize and approve the Wenham Museum the use of town locations as requested. Mr. Wilson seconded and the motion carried by unanimous vote.

#### Art Grows Here

As part of "Art Grows Here", *Stick Ball* is on the lawn of Town Hall and receiving many positive comments.

Art Grows here is requesting two installations at Pleasant Pond; one in the pond, and one a one-act performance on the beach.

Mr. Clemenzi made motion to allow Art Grows here two art displays at Pleasant Pond. Mr. Wilson seconded and the motion carried by unanimous vote.

Appointments to the Historic District Commission and WISSH Committee will be advertised.

Mr. Wilson requested the position on the Conservation Commission is also included.

#### Town Clerk – Request

Present: Trudy Reid, Town Clerk

Mr. Chelgren identified a request from the Town Clerk for consideration of the use of temporary staff funds in the Town Clerk's office for office coverage; it was the consensus of the BOS for the TA to work out the details with the Town Clerk.

The BOS are scheduled to meet on August 2<sup>nd</sup> & 16<sup>th</sup>

WBOS J 7.12.201

Mr. Wilson reminded residents that inquiries to the Selectmen can be made through their town emails; first initial, last name @wenhamma.gov

Mr. Wilson made a motion at 9:34 pm to adjourn and it was unanimous to do so.

Respectfully submitted by

Catherine Tinsley