

TOWN OF WENHAM

Board of Selectmen
Meeting Minutes of July 12, 2016
138 Main Street, Town Hall

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, §§ 18-25, written notice posted by the Town Clerk delivered to all Board members, a meeting of the Board of Selectmen (BOS) was held on Tuesday, July 12, 2016 at 7 pm in the Selectmen Chambers.

WELCOME: CALL TO ORDER

With a quorum present, Mr. Clemenzi called the Board of Selectmen (BOS) meeting to order at 7 pm
Selectmen present: John Clemenzi Chair; Jack Wilhelm, Vice Chair; Catherine Harrison, Clerk
Also Present: Peter Lombardi, Town Administrator; Catherine Tinsley, Recording Secretary

Public Information:

The meeting was recorded with permission by HWCAM

Agenda

Minutes

ANNOUNCEMENTS

1. Solicitation to Residents Interested in Serving on Town Boards: Openings on Town Boards/Committees are listed on the Town's web site. Residents interested in serving should submit a letter of interest to the Town Administrator's Office.
2. Mandatory Water Ban continues in the Town of Wenham and surrounding communities due to low flows in the Ipswich River. In order to comply with Massachusetts Department of Environmental Protection requirements, the Town of Wenham through its Board of water Commissioners has declared a Mandatory Water Ban, including private wells, prohibiting all nonessential outdoor watering. Hand watering is allowed from 5 pm to 9 am. There is an increased concern with the dry conditions and high risk of fire. The Fire Department will be asked to put out the fire danger sign; no outside open fires are allowed.

REPORTS

Town Administrator

- Welcome to Wenham packet - Over the past several months, we have been working to assemble a welcome packet for new residents that will allow them to better understand and access various town services. This document is meant as a resource to familiarize residents with what the town has to offer and was one of the Selectmen's goals for this year to improve resident engagement. Hard copies of the packet will be available in Town Hall – it will also be posted on the Town's website under the About Wenham link. Special thanks to Dianne Bucco and Jackie Bresnahan for leading the effort to assemble and organize all of this information.
- Personnel - We are currently looking to fill the Burial Agent position. A job posting outlining the responsibilities of this part-time, stipend position is available on the Town's website under Current Job Opportunities.
- We also continue to look for more lifeguards this summer to work at Pleasant Pond and the Veterans Memorial Pool at Patton Park.
- Veterans Memorial Pool Project - The pool project continues to run on budget and on schedule. Major work remaining is: finalizing septic system installation, completing finish work on the pool house structures, installing decking and fencing, finishing landscaping, and plastering the pool interior. Once the project is substantially complete, we will host a ribbon-cutting open house. There will likely be at least one week between that event and the official pool opening in order to properly prepare the new facility for public use. Based on our staffing limitations, we expect the pool to be open to residents on a very limited basis in early August outside of camp hours. Our hope is that we will be able to expand those hours as camp winds down, with a goal to stay open in some capacity through Labor Day weekend. I will share more details in the next week or so as we approach project completion.

- Roadwork Update - All of Cherry Street (Main Street to Topsfield Road) and a small section of Walnut Road (800' from the town line to the culvert) are set to be repaved this summer. Work is scheduled to begin in early August and should last approximately 2 weeks (weather dependent). \$281k in Chapter 90 funding from the state will cover all project costs, leaving the Town with a balance of \$70k for projects to be undertaken during the next construction season. Both roads will remain open throughout but police details will be on site to help direct traffic and delays should be expected.
- The Essex Street culvert project has been postponed until late August or early September due to a shortage of specialized materials. Once a start date has been finalized, sign boards will be installed and updates will be provided to residents.
- The Town received notice from the Attorney General's office that all the bylaw amendments voted at Town Meeting 2016 were approved by the Attorney General.

Chairman

- Mr. Clemenzi reported that the BOS is in the process of interviewing candidates for the Open Space Committee. Mr. Lombardi noted that the Town had planned on grant funding for a consultant to assist the Committee, but it is not certain if the State would offer this grant due to the State budget concerns. Mr. Clemenzi suggested the BOS consider how to best go forward without the funding for a consultant.
- Mr. Clemenzi said that in the wake of the police shootings in Dallas, he spoke with the Police Chief to let the officers know they support the department and encouraged residents to reach out to the Police in appreciation.
- Mr. Lombardi noted the Bunting is up on the Fire Station for former Firefighter Andy Tarr who passed away.

NEW BUSINESS

Appointments: Firefighters – Anthony Della Croce, David T. Marsh

Three firefighters were inadvertently omitted from the appointment process at the last meeting.

Vote: Mr. Clemenzi moved, and it was seconded, to appoint Anthony Della Croce, David T. Marsh as firefighters for a one-year term beginning on July 1, 2016 and ending on June 30, 2017. The motion carried unanimously.

Joe & Anna Trustey Memorial Tree Gift/ Donation Solicitation Form

Ms. Harrison read a letter from Robert Job, President of the Hamilton Wenham Edfund on behalf of the Edfund Board, to request permission to donate and plant a tree with a memorial marker in Pingree Park on behalf of the Trustey family who tragically lost three family members in 2015.

Vote: Ms. Harrison moved, and it was seconded, to approve the Proposal for Gift/ Donation Solicitation, not to exceed \$414.96 for the Joe and Anna Trustey Memorial Tree to be planted at Pingree Park and to accept the donation for the memorial as presented by Hamilton - Wenham Edfund. The motion carried unanimously.

Energy Manager Intermunicipal Agreement (IMA)

Mr. Lombardo reviewed that in 2014 the Towns of Wenham & Hamilton were awarded \$24,690 in grant funding through the Department of Energy Resources to pay for an Energy Manager. Victoria Masone was hired to work up to five hours a week at a rate of \$35.92 for hours worked and has been in that position for 2 ½ years securing grant funds, managing the LED streetlight conversion project and completing the necessary reporting requirements to maintain the towns' Green Communities status.

The original IMA expired at the start of FY17 along with the grant funding.

The Town of Hamilton and Wenham and the HW Regional School District drafted an Agreement for the Energy Manager position. Wenham has budgeted \$10,000 for 275 hours for FY17 for hours worked in Wenham.

The Board reviewed the Agreement. The Agreement can be cancelled with 60 days-notice, otherwise it will roll over year over year for the next 25 years.

Motion: Ms. Harrison moved, and it was seconded, to approve the proposed Energy Manager Intermunicipal Agreement between the Town of Wenham, the Town of Hamilton, and the Hamilton-Wenham Regional School District.

Under discussion Ms. Harrison observed that the IMA is likely to change annually and that Appendix A would change. Mr. Lombardi confirmed that according IMA each entity needs to submit a "not to exceed" number each year by February 1.

Ms. Harrison questioned the signature authority rests with the School Committee or the Superintendent. Mr. Lombardi will confirm the contracting authority for the School District.

Vote: The motion carried unanimously.

OTHER BUSINESS – There was none.

OLD BUSINESS

Financial Policies- Part III

It was noted that the Finance Director was unable to attend the meeting and therefore the BOS deferred this agenda item and took no action.

Mr. Lombardo referred to the conversation about the Financial Policies and the recommendation for an Investment Advisory Committee to assist the Finance Office in implementing the broad guidelines in the Financial Policies. He proposed this to be a five-person committee comprised of a member of the Finance Committee, the Board of Selectman, the Finance Director /Town Accountant, the Treasurer/Collector, and a member of the Community with financial/ investment background.

The BOS supported the idea of an Investment Committee but questioned if the BOS can serve on such a committee and if not, that another at large member with financial/ investment experience be on the Committee.

Mr. Lombardi went on to recommend this Investment Committee review the Investment Policy before it is considered/ voted by the BOS. This was supported by the Board.

OPEB Actuarial Analysis

Mr. Wilhelm summarized that the Town has a high OPEB liability that continues to grow, which must be funded within the next 30 years. The Town established a Trust Fund and makes minimal (less than 1%) contributions annually.

He went on to say that based on actuarial analyses, the Town must make some tough decisions to decrease retirement benefits as allowed by the State, or increase taxes. Mr. Wilhelm added that the Town of Wenham pays out one of the highest benefit percentages to its retirees. Ms. Harrison opined that any changes to retirement benefits would need to be carefully considered before implementation.

Mr. Wilhelm referred to a recent joint meeting of the BOS/Audit Committee when the Town learned about some options to meet this obligation. The difference scenarios presented will be fully vetted by the Town, August 2 agenda for the joint meeting of the BOS/ Finance Committee.

MINUTES - January 26, 2016; Executive Session (1) January 26, 2016; (2) January 26, 2016

Vote: Ms. Harrison moved, and it was seconded, to approve the BOS meeting minutes of January 26, 2016. The motion carried unanimously.

Vote: Ms. Harrison moved, and it was seconded, to approve and release the BOS executive session meeting minutes 1 & 2 of January 26, 2016. The motion carried unanimously.

ADJOURNMENT

The BOS unanimously adjourned at 8 PM.

Respectfully Submitted By

Catherine Tinsley
8.11.16