

TOWN OF WENHAM
Board of Selectmen
Meeting of October 1, 2019
Town Hall, 138 Main Street

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 October 1, 2019 at 6:30 pm in the Selectmen Chambers, first floor.

The Town of Wenham has a three-member Board of Selectmen elected for three-year terms with one seat up for election each year. Catherine Harrison (2020); John Clemenzi (2021); Jack Wilhelm (2022)

The Board of Selectmen serve as the chief executive body of the Town. The board's duties include in part appointing the Town Administrator and other board/committee members, developing goals and policies, preparing the town report, the annual budget, and presenting the warrant for Town Meeting.

The Board typically meets the first and third Tuesday of each month at 6:30 pm in Town Hall. The BOS meetings are posted on the Town calendar. All meetings are open to the public and may be viewed on local cable channels HWCAM.org or You Tube HWCAM.

Call to Order - With a quorum present, Mr. Wilhelm called the meeting to order at 6:30 pm.
Selectmen present: Jack Wilhelm, Chair; John Clemenzi, Vice Chair; Catherine Harrison, Clerk
Also present: Anthony Ansaldi, Town Administrator; Catherine Tinsley, Recording Secretary

Public Input – Items not on the agenda
There was none.

Announcements – Additional information can be found on the town's web site.

- HWRS Leadership Team Meet & Greet, Buker Elementary Multi-Purpose Room, Wednesday, October 2, 6:30pm – 7:00pm
- Board of Health Announces Dates for Annual Flu Clinic – October 2, 16, 24 & November 5
- Household Hazardous Waste Collection Day at Hamilton DPW, 577 Bay Rd., Saturday, October 5, 9:00am-12:00pm
- Fire Prevention Week with Fire Department Open House, Wednesday, October 9, 5:30pm
- Hamilton-Wenham Cultural Council Accepting Grant Applications Through October 14
- Pumpkin fest at Hamilton Public Safety Building, 265 Bay Rd., Saturday, October 26, 1:00pm
- Veterans Day Remembrance Ceremony at Veterans Memorial, Monday, November 11, 11:00am
- Veterans Committee Requests Wreaths Across America Sponsors for December 14 Event
- Mr. Wilson gave a PowerPoint presentation for Wreaths Across America fund raising to honor each veteran by placing a wreath on each grave wreath in December in conjunction with the WAA Arlington cemetery ceremony
- A flyer is going out with the real-estate tax bills. The goal is to purchase 500 wreaths.

Reports

- Town Administrator
 - The water ban has been lifted. The Water Commissioners expressed their gratitude to the community for adhering to the ban.
 - The new building inspector Anthony Salamone begins October 4.
 - The Town received notification from Wheelabrator (trash incinerator) of a cost increase of 20% for FY 2021. This will be on future agendas for a full discussion as part of the budget process.
 - The Town received a settlement agreement with Hiltz (former trash hauler) in the amount of \$39,000. This was about a third of what the town sought.

Consent Agenda

A. Minutes –Open Session: June 20, 2019; June 27, 2019

Executive Session: May 13, 2019; June 18, 2019 #1; June 18, 2019 #2; June 27, 2019

Vote: The BOS voted unanimously to approve the consent agenda including the meetings Minutes of May 13, 2019, June 18, 2019, June 20, 2019 and June 27, 2019 including the release of the executive session meeting minutes of May 13, 2019, June 18, 2019 both sets and June 27, 2019.

New Business

- Appointment Requests
 - Letters of interest

○ Iron Rail Commission: Louis A. Randazzo

Mr. Randazzo was present and spoke on his request to be appointed to the Iron Rail Commission. He assured the BOS that he would continue the hard work of the Commission and commit to maximizing revenue. Mr. Randazzo preferred to fill the term of Jim Romano through 2020.

Approved 01.21.20

Vote: The BOS voted unanimously to appoint Louis A. Randazzo to the Iron Rail Commission for a term beginning October 1, 2019 and ending June 30, 2022.

- Wenham Affordable Housing Trust: Albert W. Dodge, Jr.

Mr. Dodge was present and spoke on his request to serve on the WAHT noting he currently serves on Wenham Connects sub-committee for housing. This term fills the vacancy of Josh Anderson who is moving out of town.

Vote: The BOS voted unanimously to appoint Albert W. Dodge to the Wenham Affordable Housing Trust for a term beginning October 15, 2019 and ending June 30, 2020.

- WISSH Committee (Wenham Issues Social Services Help): Cara A. Fauci

Vote: The BOS voted unanimously to appoint Cara A. Fauci to the WISSH Committee for a term beginning October 1, 2019 and ending June 30, 2022.

- Discussion of Fire Department 2006 Ford E450 Ambulance Repair Plan
 - Memo from Deputy Chief Baxter & Chief Kavanagh Re: Out of Service Ambulance, dated November 18, 2019.

Fire Chief Kavanagh and Deputy Chief Baxter were present to update the BOS on the 2006 Ford ambulance status which was rendered out of service when gasoline was mistakenly put in the diesel fuel tank. The insurance has offered a settlement to the town of \$7,000 as the value of scrap vehicle. The Selectmen were informed that if the town accepts the insurance, the truck will be the property of the insurance company and taken away. If the town rejects the insurance offer, it retains the option to further evaluate the possibility of repairing the truck and having a reserve ambulance.

Mr. Ansaldi observed the ambulance is a revenue for the town and when the ambulance down there is lost revenue. A second ambulance would provide a back-up and the potentially provide services to other communities.

The Board agreed the insurance company be asked to extend the deadline for the town to respond to allow time to look into the details of the options. This will be on a future agenda.

- Discussion and Potential Approval of Updates to Finance Assistant Job Description
 - Memo from P. Moore, Finance Director, re Job Description for Assistant Treasurer/Tax Collector/Payroll & Benefits Coordinator September 17, 2019.
 - Finance Assistant Treasurer/Collector Payroll & Benefits Coordinator job description

Patty Moore, Finance Director was present and spoke on updating the Finance Assistant job description and increase the hours from 30 a week to 36.5 hours a week to be in line when town hall is open. The increase in the budget is \$10,000-\$15,000.

Ms. Moore is also leaving and would like to have this position filled and the person trained while she is Finance Director.

The Selectmen were in support of the Finance Director's recommendation.

The BOS voted unanimously to approve the proposed updates to the Finance Assistant Job Description expanding the position to a full time Assistant Treasurer Collector / Payroll & Benefits Coordinator.

- Review and Potential Approval of Letter of Support for Miles River Collaborative Restoration Project
This was deferred to a future agenda.

- Letter of Support to Allocate FY20 & FY21 North Shore Home Consortium Funds to Harborlight Community Partners, Inc. for Maple Woods Senior Affordable Housing Project
 - Letter from A. DeFranza, September 24, 2019

The Selectmen were asked to consider designating the Town's federal Fy20 & Fy21 Home funds for affordable housing, administered through North Shore Home Consortium, funds to support Maple Woods as a show of local support for the project. Mr. Ansaldi further explained that about five to six thousand dollars is earmarked for Wenham and if not accepted by the Town is transferred to a competitive pool to be used in another community.

Ms. Harrison requested the BOS allow the Wenham Affordable Housing Trust to discuss the use of the Home Funds and make a recommendation. Ms. Harrison noted that these funds may be used by residents that own an affordable unit in town, towards home repairs. The Selectmen agreed to this request and deferred this agenda item to a future agenda.

- Review of Potential Approval of Community Preservation (CP) Grant Agreement with Harborlight Community Partners, Inc. RE: Maple Woods Senior Affordable Housing Project
 - Wenham, Massachusetts Community Preservation Act Grant application from Harborlight
 - Community Preservation Grant Agreement with Harborlight Community Partners, Inc.

Jackie Bresnahan, staff support for the CP Committee was present and gave a brief overview of the agreement. The grant agreement includes conditions to receiving CPC funds; this document has been reviewed by town counsel, KP Law.

Attorney Adam Costa, Litigation Counsel for Town, and Andrew DeFranza, Harborlight were both present.

Approved 01.21.20

Prior to signing the grant agreement, Ms. Harrison questioned Attorney Costa about the settlement agreement of April 5, 2019. The settlement agreement identifies specific contingencies and is incorporated in the Community Preservation Grant Agreement. Attorney Costa clarified that the Settlement Agreement, although it named the town, was between private parties and does not bind the town. If Harborlight, as the developer, meets the contingencies (finance and permitting contingencies), the neighbors will drop the appeal and not pursue litigation. Once the appeal is withdrawn, it may not be brought up again. It was the will of the Board that if Attorney Costa is asked to sign a request for a remand on behalf of the town, the BOS be notified. Because the property on Maple Street on which the development is proposed to be built, is chapter property, Ms. Harrison asked about the town's right of first refusal to purchase the property. This is an intent to sell, and once all permitting and all contingencies are satisfied, the deadlines for the town's right of first refusal will be triggered. According to statute, the town has the right to have the property appraised and match a bona fide offer that has been received by the land owner. As the litigation counsel Attorney Costa had no concerns with the BOS signing the grant agreement saying the Community Preservation Grant Agreement was consistent with the Settlement Agreement. Town Counsel also reviewed the Community Preservation Grant Agreement.

Vote: The BOS voted unanimously to approve the Community Preservation Grant Agreement with Harborlight Community Partners, Inc. for the Maple Woods Senior Affordable Housing Project.

- Review of Board of Selectmen Meeting Schedule Through December 31, 2019
The BOS were provided with a list of meetings through December first and third Tuesdays with addition of joint meeting October 8, October 15, November 5, November 19, December 3, December 10, December 17

Other matters, as may not have been reasonably anticipated by the Chair (Discussion Only)

- Wreaths Across America - Bill Wilson, Veteran's Committee, updated the Board on the 2019 Wreaths Across America. Mr. Wilson referenced a PowerPoint presentation and reviewed the 2018 ceremony at the Wenham Cemetery, held in concert with the national wreath laying on veteran's graves at the Arlington Cemetery in Washington. This year Wreaths Across America is December 14 when volunteers will place 500 wreaths on veteran's graves in the Main Street and Iron Rail Cemetery. Donations are being accepted through December 2.

Old Business

- Discussion and Potential Approval of Hamilton-Wenham Youth Soccer Association Iron Rail Field Use Agreements
 - Hamilton Wenham Youth Soccer Associations, Inc. Sublease Agreements

Ms. Harrison proposed, and the selectmen agreed, to add language to the Iron Rail Field Use Agreements on page 2 under default the following (sublease) article 7 " and (default) article 14".

Vote: The Board of Selectmen voted unanimously to approve the proposed Iron Rail Field sublease agreement (version 8) dated 10.1.19 as amended between the Hamilton-Wenham Youth Soccer Association and Academy of Penguin Hall from September 1, 2019 through August 31, 2020.

Vote: The Board of Selectmen voted unanimously to approve the proposed Iron Rail Field sublease agreement (version 8) dated 10.1.19 as amended between the Hamilton-Wenham Youth Soccer Association and Landmark School from September 1, 2019 through August 31, 2020.

Adjournment - *The selectmen unanimously adjourned at 8:05 pm.*

Respectfully Submitted By
Catherine Tinsley
1.3.20