

TOWN OF WENHAM

Wenham Board of Selectmen  
Meeting of April 19, 2016  
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, April 19, 2016 at 7 PM in the Selectmen Chambers.

**WELCOME: CALL TO ORDER**

With a quorum present, Ms. Harrison called the Board of Selectmen (BOS) meeting to order 7:02 PM.  
Selectmen present Catherine Harrison, Chair; Jack Wilhelm, Vice Chair; John Clemenzi, Clerk  
Also Present: Catherine Tinsley, Recording Secretary  
Not present: Peter Lombardi, Town Administrator

Reorganization of Officers:

The Selectmen reorganize the Board annually the first meeting following the annual elections.  
Mr. Wilhelm was re-elected for another three-year term to the Board of Selectmen.

Mr. Wilhelm nominated John Clemenzi as Chair and it was unanimous to do so.

There were no other nominations and Selectman Clemenzi accepted, with gratitude, to serve the community as Chair of the Board and thanked Ms. Harrison for her commitment and service this past year.

Ms. Harrison nominated Jack Wilhelm as Vice Chair, and it was unanimous to do so.

There were no other nominations and Selectman Wilhelm accepted the nomination as Vice Chair.

Mr. Wilhelm nominated Catherine Harrison as Secretary / Clerk and it was unanimous to do so.

There were no other nominations and Selectman Harrison accepted the nomination as Clerk.

**PUBLIC INPUT:** Items not on the agenda

**ANNOUNCEMENTS**

- Fire Hydrant flushing in Town continues through April 29; daily updates are posted on the Town website
- FY17 Committee Appointments – Letters of Interest are being sought from those currently serving and wanting to be re-appointed. Mr. Wilhelm read the list of appointed positions in the Town; these positions are listed on the Town's website. Letters of Interest from residents interested in serving should be submitted to the Town Administrator's Office.
- Board of Assessors Resignation and Request for Letters of Interest - Assessor Michelle Bailey was elected to the School Committee and submitted her letter of resignation from the Board of Assessors.

**REPORTS**

In his absence, Mr. Lombardi provided a written report:

- The U.S. Environmental Protection Agency updated federal regulations regarding storm water management; effective July 1, 2017.
- Essex Street Culvert project – Bids for the repair project were due April 14. The low bidder was under the Town's grant of \$500,000. References are being checked and pending the findings, a contract could be executed by May.

- Community Service Partnership – The town is working with the HW Regional School System to offer High School Students to meet their annual community service requirements by volunteering in Town. Nicci Roebuck was recognized for taking the initiative to organizing and coordinating the scheduling.

## NEW BUSINESS

### Appointments: Reserve Police Officer – Steven Farinato

*VOTE: Mr. Clemenzi moved, and it was seconded, to appoint Steven Farinato as a Reserve Police Officer for the Town of Wenham for a term to expire on June 30, 2016. The motion carried unanimously.*

### Annual Hamilton Wenham Little League Parade: Saturday April 30

The Little League Opening Day parade is April 30. The parade route through Wenham includes Perkins Street and Main Street to Bay Road through through Hamilton and ending at Pingree Park for Opening Day Ceremonies. The Legion Riders are requested to be a part of the parade.

*VOTE: Ms. Harrison moved, and it was seconded, the BOS authorize the HW Little League to hold the annual opening Day parade through Wenham starting at the Buker School and ending at Pingree Park on April 30. The motion carried unanimously.*

### One-Day Liquor License Request – Wenham Museum at Penguin Hall April 26

Kristin Noon, Director of the Wenham Museum, was present to speak to the One Day Liquor License for the Spring Fundraiser Training Session at Penguin Hall. The training is for the fundraiser to be held May 6.

*VOTE: Mr. Clemenzi moved, and it was seconded, the BOS approve a one-day all alcoholic beverages liquor license for the Wenham Museum on April 26 2016 from 6 PM to 9 PM for their spring fundraiser trading session at Penguin Hall 36 Essex St. The Motion carried unanimously.*

### One-Day Liquor License Request - Wenham Museum

Kristin Noon was present to speak to the one-day liquor license application for the spring fundraiser at Wenham Museum on May 6, 2016.

*VOTE: Mr. Clemenzi moved, and it was seconded, the BOS approve a one-day all alcoholic beverage liquor license the Wenham Museum on May 6, 2016 from 6 PM to to 11 PM for their Spring Fundraiser at the Wenham 132 Main Street. The motion carried unanimously.*

### One-Day Liquor License Request - Fresh Food, LLC- Chris Keohane

Chris Keohane was present to speak to the One Day liquor License application for the Rotary Scholarship Fundraiser at Penguin Hall on April 27, 2016

*VOTE: Mr. Clemenzi moved, and it was seconded, the BOS approve a one-day malt & wine liquor license for fresh food LLC on April 27 2016 from 5 PM 2:10 PM for the Rotary Scholarship fund raiser at Penguin Hall 36 Essex Street. The motion carried unanimously*

Fresh Foods was recognized for the wonderful lunch provided before Town Meeting.

### Proposed Charge for Open Space Committee & Request for Letters of Interest

Mr. Clemenzi reviewed that the Open Space Committee would be an important committee to the Town to update the Town's Open Space and Recreation Plan. Volunteers are being sought to serve on this Committee.

The Selectmen were provided with a draft charge for the Committee as prepared by the Town Administrator.

The Board considered the Town Administrator's memo dated April 13, 2016 to recommend up to nine members, serving a one-year appointment with representation from Conservation Commission, Planning Board, Joint Recreation, Historical Commission, and at-large members from the community. A discussion followed.

Ms. Harrison observed the benefits of approving the Charge so the process can begin.

Mr. Wilhelm proposed a change be considered to not mandate participation of any existing Boards and it was agreed to amend the Charge. The Board agreed this be a draft Charge of the Open Space and Recreation Committee, for the purpose of making additional amendments.

*VOTE: Move the BOS adopt the draft proposed Charge for the Open Space and Recreation Committee, as amended to not mandate participation of existing Boards, and formally request letters of interest be submitted by Wednesday May 11, 2016. The motion carried unanimously.*

#### Revised Gift/ Donation Policy

Memorandum from Town Administrator dated April 14, 2016 was referenced.

The Town Administrator proposed revisions to clarify the Gift / Donation Policy to streamline the administrative process to broaden the policy to departments, boards and committees, and updated the gift form.

*VOTE: Ms. Harrison moved, and it was seconded, the BOS adopt the proposed changes to the Gift / Donation Policy. The motion carried unanimously.*

### **OLD BUSINESS**

#### Pingree Park Playground – Follow-up

Ms. Harrison updated the BOS on her community outreach regarding the Pingree park playground saying that although the closing of the playground came as a surprise to the community, it was done deliberately by BOS after a study done on the playground determined it to be unsafe. The BOS voted to close the Pingree Park Playground at their March 15, 2016 BOS meeting.

Ms. Harrison went on to say that The Friends of Buker just commissioned a committee to rebuild Buker Playground, and the Winthrop School has a playground committee in the process of planning and fundraising for a new playground, so residents are already committed and there is the potential of competing for funds.

Mr. Clemenzi stated he did a site visit / inspection with the Town Administrator, Recreation Director, DPW Director and an Engineer specialist and concurred the playground has conditions of rotting wood that are not worth repairing for various reasons including that even after repairs, the playground may not pass safety guidelines.

The Eagle Scout who worked on the playground last year was recognized and thanked for his efforts.

Ms. Harrison recommended the Town Administrator be directed to propose an ad hoc committee charge, timeline, funding timeline that makes sense to all involved, including private/ public fundraising

**MINUTES:** December 1, 2015; January 5, 2016 open/es; December 15, 2015 es;

*VOTE: Ms. Harrison moved to approve the BOS meeting minutes of December 1, 2015 and it was unanimous to do so.*

*VOTE: Ms. Harrison moved to approve the BOS meeting minutes of January 5, 2016 and it was unanimous to do so.*

*VOTE: Ms. Harrison moved to approve the ES (2) meeting minutes of of December 15, 2015 and it was unanimous to do so.*

*VOTE: Ms. Harrison moved to approve the ES meeting minutes of January 5, 2016 and it was unanimous to do so.*

### **ADJOURNMENT**

The Board unanimously adjourned at 8:08 pm

Respectfully submitted by

Catherine Tinsley  
5.14.16