

WENHAM BOARD OF SELECTMEN
Meeting of Tuesday, February 4, 2014
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 was held on February 4, 2014 at 7 P.M. in the Selectmen Chambers.

WELCOME & OVERVIEW OF AGENDA

With a quorum present, Chairman Whittaker called the Board of Selectmen meeting to order at 7 P.M.

Selectmen Present: Ken Whittaker, Chair; Patrick Wilson, Vice Chair; *Jack Wilhelm, Secretary

Also Present: Mark Andrews, Town Administrator; David Genereux, Finance Director

This meeting was recorded, with permission, by HWCAM.

Public Information

Agenda

FY 15 Budget

Minutes – January 7, 2014

Abbreviations used

BOS Board of Selectmen

FAC Finance & Advisory Committee

ATM Annual Town Meeting

FY Fiscal Year

HWRSD Hamilton Wenham Region School District

PUBLIC INPUT

PRESENTATION BY GUESTS

ANNOUNCEMENTS

*Chairman Whittaker announced that Selectman Wilhelm was participating by “remote participation” via the telephone having met all requirements according to 940 CMR 29.10 a member of a public body shall be permitted to participate remotely in a meeting, in accordance with the procedures if the chair or, in the chair’s absence, the person chairing the meeting, determines that one or more of the following factors makes the member’s physical attendance unreasonably difficult: (e) Geographic distance

Mr. Wilson made the following announcements:

- Volunteers are needed to serve on the:
 - Council on Aging – One Member
 - Zoning Board of Appeals – Alternate member
 - Board of Health – One member
- The ATM is Saturday, April 5, 2014 at 1 PM in the Bessie Buker Elementary School Auditorium
- 2014 Annual Town Election Nomination Papers are available at the Town Clerk’s office. The last day to obtain papers is February 18, 2014. The following positions are available: Moderator, Town Clerk, Selectman, Assessor, Tree Warden, Planning Board, Board of Health, Cemetery Commissioner, Water Commissioner, Hamilton Wenham Regional Library Trustee, Wenham Housing Authority

NEW BUSINESS

Citizen’s Police Academy

Police Chief Perkins and Sergeant Gray were present to talk about the Citizens Police Academy. This is a ten-week course starting February 19, 2014. The course is designed to familiarize citizens with the operational function of the Police Department and the Essex Regional Emergency Dispatch Center. Applications are available at the Police Department. Participants must be at least 18 years of age

The Wenham Police Department has a new solar powered radar trailer. This unit also has a message board, the ability to take pictures of cars exceeding the speed limit, and record traffic counting.

A grant from the State for \$3,000 was applied for and awarded to the Wenham police Department for pedestrian safety training.

2013 Pedestrian Safety Citation from AAA of Southern New England

Police Safety Officer, Dave Marsh presented the Town of Wenham with the *Triple AAA of Southern New England's 2013 Pedestrian Safety Citation*. This recognition was for no pedestrian fatalities in Wenham for five years.

Appointments

1. *Vote: Mr. Wilson moved, and it was seconded, to appoint Elizabeth "Buffy" Colts to the Council on Aging Board until June 30, 2017. The motion carried unanimously.*
2. *Vote: Mr. Wilson moved, and it was seconded, to appoint Judy Bubriski as an Election Officer until September 30, 2014. The motion carried unanimously.*
3. *Vote: Mr. Wilson moved, and it was seconded, to appoint Cyndy Morong as an Election Officer until September 30, 2014. The motion carried unanimously.*

FY 2015 Budget - Update /Status

David Genereux reported:

- o The Finance Department is diligently working on the budget
- o The regular written finance report will be provided at the next BOS meeting
- o Fiscal Year 2015 budget books have been updated (white binder)
- o The Finance Committee has reviewed town budgets; joint meetings are scheduled to review joint programs and the HWRSD/Tech school budgets. No final votes have been made on the budget.

Mike Lucy, Chair of FAC reported the Committee continues to meet regarding the FY 15 budget; he anticipated weekly meetings through the end of February.

Snow & Ice Budget

Bill Tyack, DPW Director was present to request authorization from the BOS to exceed the FY 14 appropriation within the Snow and Ice Expense Budget in accordance with MGL Chapter 44, Sec. 31D.

He explained that there has been above average snow this winter and he anticipates additional expenses will be incurred before the end of the snow season.

Vote: Mr. Wilson moved, and it was seconded, to permit the Wenham Highway Department to exceed the appropriated 2014 Snow & Ice Budget. The motion carried unanimously.

FY 2015 Budget Voting Methodology

Chairman Whittaker reviewed that there have been informal discussions on how the Town's annual budget (Article 1) is voted at the ATM, and if the residents prefer the budget be voted by line item or by department. Comments from public are welcomed, both in favor and against.

A Citizen's Petition for the ATM Warrant was received by the Town regarding this matter. BOS Chairman Whittaker and FAC Chairman Lucy agreed it was appropriate to schedule a joint meeting to discuss the budget voting methodology.

Essex North Shore Agricultural & Technical School District (ENSATSD) - Appointment of Representative

Bill Nichols has been the Towns' representative to the ENSATSD for many years and was present to speak to his pending appointment. He told the Selectmen that he would like to be reappointed as he very much enjoys being the representative. He gave an update on the construction of the new school building saying it is on time and on budget; the school will open in the fall. He commended the Superintendent for keeping costs down e.g. there is a new ice rink and indoor soccer field, at no cost to the towns by way of subletting the land for the sports buildings and in turn, allowing the school to use the venues during the day.

There are 425 openings for students, and already more than 1,000 applications have been received. Currently seven students attend from Hamilton & Wenham, and one application has been submitted for the fall.

Mr. Andrews noted preliminary estimates have been used in the FY 2015 budget until the budget is presented to the FAC on February 26, 2014. The BOS/ FAC requested enrollment and assessment information as soon as it is available.

It was noted that the Town Moderator makes this appointment. The BOS supported Mr. Nichols be appointed as Wenham's representative.

Hamilton Wenham Youth Soccer Association (HWYSA) - Update

Mr. Wilson reviewed the Town has been negotiations with the HWYSA on the Iron rail Soccer (field) lease. He reported Town Counsel confirmed that the lease must be done in accordance with MGL Chapter 30 B State procurement guidelines. The Town is in the process of preparing a Request For Proposal.

Proposal from the HWRSD - To Reduce the School Committee from 9 to 7 Members

Chairman Whittaker said the BOS would not be voting on this at the meeting but welcome the opportunity to consider this issue and look for input from the School Committee and an update on the proposal.

Grant Opportunities - Community Preservation Committee (CPC) and Essex Heritage Foundation Funding

Mr. Andrews requested the BOS ratify his actions on the following applications:

1. Community Preservation Committee

- (1) For partial funding of a kiosk to be located near route 97 on the Rail Trail for historical information about the Town of Wenham, and to be consistent with the other kiosks on the trail. The estimated cost is \$1500. The request was for \$750. It is possible that this will be an Eagle Scout project.

Vote: Mr. Wilson moved, and it was seconded, that the BOS ratify Mr. Andrews's presentation to the CPC for partial funding of a kiosk. The motion carried unanimously

- (2) For the debt service payment for the renovation of the historic town hall of \$163,740 for FY 2015 on a 20 year bond. Thirteen payments remain on the general obligation bond of \$2.1 million.

Vote: Mr. Wilson moved and it was seconded, to ratify Mr. Andrews's presentation to the CPC for the funding of the debt service of the bond for the renovation of town hall.

2. Essex Heritage Foundation - Mr. Andrews reported that he submitted a pre-application to Essex Heritage Foundation for the "second half" (\$750) for the Kiosk. If approved, the Kiosk would be provided at no cost to the Town.

Vote: Mr. Wilson moved, and it was seconded, to ratify Mr. Andrew's submission of a pre-application to Essex Heritage Foundation. The motion carried unanimously.

Paul Mendonca, Arbor Street was recognized by the Chairman. Mr. Mendonca started to voice his concern about the potential plans for the Burnett property (Maple Street). The Chairman responded that this was not before the BOS at this time and asked that he use the appropriate forum to discuss his concerns, noting this matter is before the CPC/Affordable Housing Trust. Mr. Mendonca went on to talk about other concerns with decisions of the Conservation Commission. Chairman Whittaker stated that the BOS has no authority or jurisdiction over the Conservation Commission, but reminded Mr. Mendonca that there is an appeal process.

REPORTS

Town Administrator

Mr. Andrews recently attended the Massachusetts Municipal Associations' annual meeting. He reported that the seminar on OPEB (Other Post Employment Benefits) was well attended and informative. The Governor has filed legislation to make changes to help municipalities fund this expense.

He also attended the Green Communities workshop, citing that Wenham is a designated a "green community" and has received grants to support "green energy" innovations.

Mr. Andrews reported that he and the Water Superintendent, Erik Mansfield, interviewed two candidates for the Administrative Assistant position for the Water & Cemetery Departments, Tree Warden and Website Coordinator. This is a part time appointment until June 30, 2014 that is shared with the Permitting Department; the combined responsibilities are a 32.5-hour position. It was unanimous to recommend Mary Morrow for this position.

*Vote: Mr. Wilson moved, and it was seconded, to ratify the recommendation to appoint **Mary Morrow as the Administrative Assistant** as outlined. The motion carried unanimously.*

Minutes - January 7, 2014

The minutes were held for review. No action was taken.

Executive Session (ES) - Litigation

APPROVED 6.3.2014

Vote: Mr. Wilson moved, and it was seconded, that the BOS enter into ES at 7:50 PM (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 public body and the chair so declares; and to return to open session for the purpose of adjournment. The motion carried unanimously by roll call vote.

The BOS returned to open session at 7:55 PM.

Vote: Mr. Wilson moved to adjourn and it was unanimous to do so.

Respectfully submitted by

Catherine Tinsley
2.7.14