

**SELECTBOARD MEETING  
TUESDAY, FEB. 18, 2020  
MEETING MINUTES  
SELECTBOARD MEETING ROOM – 7 P.M.**

*Present were Chair Andrea Miles, Vice Chair Jeff Cyr, Clerk Christopher Geraghty, member Sarah Etelman, member Bruce Forcier, and Town Administrator Michael J. Sullivan.*

**CALL TO ORDER**

Miles called the meeting to order at 7 p.m.

**APPROVAL OF MINUTES**

Cyr motioned to approve the draft minutes of Feb. 4. Geraghty seconded. All in favor.

**ANNOUNCEMENTS**

Sullivan reminded the public about the PVPC Housing Rehab Assistance Program. Interest forms are available in the administration office and full applications are available directly from the PVPC.

Etelman reminded the public about the March 3 combined annual town election and presidential primary.

Miles noted the March Selectboard meeting schedule change, due to the March 3 election. The board will meet March 10 and 24.

**OPEN FORUM**

Linda Young, of 15 Westbrook Road, asked about the closure of the bottle and can shed at the transfer station. Friends of BATTERY Brook Park have historically taken the cans donated there by residents and collected the funds for the non-profit, she said.

Sullivan said a number of changes are in place at the transfer station due to OSHA and safety concerns at the station as a whole and at the bottle collection shed. He elaborated on learning information from town counsel, supported by the AG, about when an item becomes a town asset - including a bottle or can. The town is in the process of streamlining the bottle and can collection system. It is talking to a third-party company that specializes in collection and is a certified bottle recycler, thus eliminating liability on the town or the volunteers who currently take away the cans on their own.

The company would take the bottles and cans away and in return give the town a check for 100 percent of the amount collected. These funds would be deposited into the town's general fund. Town Meeting could then vote on potentially allocating these collected funds to the Friends of BATTERY Brook Park, which is where the funds have historically gone, or distribute the funds more equitably to other Friends groups and non-profits in town. Miles suggested a follow-up discussion with more information at a future meeting.

**CONSENT AGENDA**

Etelman motioned to approve the consent agenda which consisted of a request for a One-Day Beer & Wine License from David Capriati for March 3, and a request for a One-Day Beer & Wine License from James Pietras for Feb. 29. Cyr seconded. All in favor.

## **INTERVIEWS**

The Selectboard conducted the second half of its February tri-annual interviews for boards and committees. Members interviewed Johnstone Campbell for the Commission on Disabilities, Jose Vasquez for the Historical Commission, Robert Pueschel for the Council on Aging, Craig Camerlin for the Commission on Disabilities and the Golf Commission, Tay Silveira for the Commission on Disabilities and Susan Dunderdale for the Commission on Disabilities. The Selectboard will make its appointments at its March 10 meeting.

## **FLAG DAY**

Etelman moved to approve a request from the VFW for June 14, 2020 to have a Flag Day celebration, and allow the DPW and police department to take steps to close necessary streets for a parade, and assign the Beachgrounds as the event location from 12 to 5 p.m. Cyr seconded. All in favor.

## **CENSUS 2020**

The board reminded residents to participate in the federal 2020 census which will take place March – April. Etelman said there is no reason not to participate in the federal census, which occurs every 10 years and differs from the annual town census. She said there is no question about documentation on the census. Every person needs to be counted for the town to receive adequate funding for services to the community.

## **FY20 BUDGET UPDATE**

Sullivan said the report from Town Accountant William Sutton offers good news. He noted excise tax is down. Many residents who owe back taxes are catching up on what they owe. He noted certain departments have budgets in which more than 50 percent has been spent at this halfway point in the year. One of those is the labor budget due to contract negotiations and labor issues. The full report can be found in the Feb. 18, 2020 Selectboard Meeting Packet on the town website.

## **FY21 BUDGET UPDATE**

Sullivan offered an update on the FY21 draft budget with a spreadsheet that includes requested funds and what he is recommending. The largest budget to look at is police, due to increased training and the town taking over full funding of school resource officers, he said. Selectboard members pulled out specific budgets to inquire about and Sullivan offered explanations. The full draft budget with Sullivan's recommendations can be found in the Feb. 18, 2020 Selectboard Meeting Packet on the town website.

## **TRASH SUBCOMMITTEE UPDATE**

Cyr said the trash subcommittee, of which he is a member, is in the process of receiving proposals from four major vendors.

## **TA SEARCH SUBCOMMITTEE UPDATE**

Geraghty said the Town Administrator Search subcommittee, of which he is a member, met with Paradigm and the Collins Center. Both have a similar approach in terms of a time frame. Each left the subcommittee with decisions to consider, such as overlap among the current and future town administrators, salary, and search committee size.

Etelman, also on the subcommittee, said an active search wouldn't begin until the fall, so the Selectboard is way ahead of the game right now.

Sullivan said once the time draws near, the funds to cover the search will be added to the budget. Both firms are in the \$10k range. He noted the future town administrator's salary will need to rise a bit to attract quality candidates.

#### **CHAIR REPORT**

Miles, a member of the school superintendent search committee, said a community survey will be sent out in the next month or so, and the job will be posted in the fall. Focus groups will meet in the spring and summer.

#### **TA REPORT**

Board members highlighted the new service kiosk in town hall and the tree warden position. For the full town administrator's report, see the Feb. 18, 2020 Selectboard Packet on the town website.

#### **ADJOURN**

Cyr motioned to adjourn. Etelman seconded. All in favor. The meeting adjourned at 8:42 p.m.

**Respectfully submitted,  
Kristin Maher  
Executive Assistant to Administration**