



TOWN OF HOPEDALE

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Board of Selectmen

Robert P. Burns
Thomas A. Wesley
Louis J. Arcudi, III

Town Administrator

Steven A. Sette

BOARD OF SELECTMEN

Regular Minutes

Monday, May 16, 2016

Administrator Sette called the regular meeting of the Board of Selectmen to order at 7:00 p.m. in the Draper Room at Town Hall.

Present: Selectman Louis Arcudi, Selectman Thomas Wesley, Town Administrator Steven Sette, Executive Assistant Susan Brouwer, members of the public and Videographer Jeffrey Ellis. Selectman Robert Burns was absent.

The meeting began with the Pledge of Allegiance.

Administrator Sette advised that traditionally the Chair of the Board is rotated and next in line would be Selectmen Burns who is unable to participate as he is convalescing from surgery due to a fall. Administrator Sette stated that Mr. Burns should be at the next meeting and if it is the board's wishes they can appoint an interim Chair until Selectmen Burns is present.

Nominations for Board of Selectmen Chair

1. Administrator Sette requested nominations for Chair
Selectman Arcudi nominated Selectman Thomas Wesley as Pro-tem Chair

MSDV to vote Thomas A. Wesley as Pro-tem Chair Selectman Arcudi-Aye; Selectman Wesley-Aye

Administrator Sette turned the meeting over to Chair Wesley

Chair Wesley gave kudos to former Selectwoman Sandra Biagetti thanking her for her tireless efforts. Selectman Arcudi also thanked Ms. Biagetti and said he looks forward to continuing to work with her on the Zoning Board of Appeals.

Chair Wesley would like to see those that either did not seek re-election or did not win their seats to step up to fill open seats on appointed boards and committees. Selectman Arcudi asked what the process was as far as getting people on boards. Administrator Sette advised positions are listed on the Town website as well as the General Office and that Talent Bank Forms will be brought to Town Meeting.

A. Consent Items

1. Approval of Regular Minutes May 2, 2016

MSDV to passover the regular minutes of March 21, 2016 Selectman Arcudi-Aye; Selectman Wesley-Aye

B. Correspondence and Selectmen Informational Items

1. Eagle Scout Proclamation to Cameron Joseph Hill

Chair Wesley stated that he attended the Eagle Scout Court of Honor Ceremony at the Union Evangelical Church commenting that the event is a solemn and festive occasion. Chair Wesley requested that the board officially declare May 15, 2016 as Eagle Scout Cameron Joseph Hill Day in the Town of Hopedale.

- ### 2. Comcast Correspondence
- a) CTV Form 200 Financial Balance Sheet
 - b) CTV Form 300 Statement of Revenue & Expenses
 - c) CTV Form 400 Statement of Ownership

Chair asked if board members had any other questions on the correspondence or informational items listed; board did not.

C. New Business

1. Acceptance of a \$5,000 donation from Seven Hills Foundation

Discussion: Administrator Sette stated a year or so ago, Seven Hills Foundation a non-profit organization that provides health and human services for children and adults with physical and mental disabilities relocated to Hopedale. The foundation directors met with the Board of Selectmen to discuss their relocation to Hopedale and offered to make an annual donation to the Town. Administrator Sette advised that because it is a donation, the Board must vote to accept it and if they so wish can determine whether they would like these funds placed in the town's general fund or be placed in another account.

**MSDV to graciously accept \$5,000 donation from Seven Hills Foundation to be placed in the Town General Fund
Selectman Arcudi-Aye; Selectman Wesley-Aye**

2. Discuss Remote Participation Policy

Discussion: Administrator Sette said he was asked about members being able to participate at meetings remotely. Mr. Sette stated according to M.G.L., the Board of Selectmen must adopt a policy for town boards to participate remotely. Administrator Sette then referenced the following sections of Massachusetts General Law including;

- Minimum Requirements for Remote Participation.
 - (a) Members of a public body who participate remotely and all persons present at the meeting location shall be clearly audible to each other;
 - (b) A quorum of the body, including the chair or, in the chair's absence, the person authorized to chair the meeting, shall be physically present at the meeting location, as required by M.G.L. c. 30A, sec 20(d);
 - (c) Members of public bodies who participate remotely may vote and shall not be deemed absent for the purposes of M.G.L. c. 39, sec. 23D.
- Permissible Reasons for Remote Participation. If remote participation has been adopted in accordance with 940 CMR 29.10(2), a member of a public body shall be permitted to participate remotely in a meeting, in accordance with the procedures described in 940 CMR 29.10(7), 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:
 - (a) Personal illness;
 - (b) Personal disability;

- (c) Emergency;
- (d) Military service; or
- (e) Geographic distance

1. Technology

(a) The following media are acceptable methods for remote participation. Remote participation by any other means is not permitted. Accommodations shall be made for any public body member who requires TTY service, video relay service, or other form of adaptive telecommunications.

(i) telephone, internet, or satellite enabled audio or video conferencing;

(ii) any other technology that enables the remote participant and all persons present at the meeting location to be clearly audible to one another.

(b) When video technology is in use, the remote participant shall be clearly visible to all persons present in the meeting location.

(c) The public body shall determine which of the acceptable methods may be used by its members.

(d) The chair or, in the chair's absence, the person chairing the meeting, may decide how to address technical difficulties that arise as a result of utilizing remote participation, but is encouraged, wherever possible, to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly by all persons present at the meeting location. If technical difficulties result in a remote participant being disconnected from the meeting, that fact and the time at which the disconnection occurred shall be noted in the meeting minutes.

(e) The amount and source of payment for any costs associated with remote participation shall be determined by the applicable adopting entity identified in 940 CMR 29.10(2).

- Procedures for Remote Participation.

(a) Any member of a public body who wishes to participate remotely shall, as soon as reasonably possible prior to a meeting, notify the chair or, in the chair's absence, the person chairing the meeting, of his or her desire to do so and the reason for and facts supporting his or her request.

(b) At the start of the meeting, the chair shall announce the name of any member who will be participating remotely and the reason under 940 CMR 29.10(5) for his or her remote participation. This information shall also be recorded in the meeting minutes.

(c) All votes taken during any meeting in which a member participates remotely shall be by roll call vote.

(d) A member participating remotely may participate in an executive session, but shall state at the start of any such session that no other person is present and/or able to hear the discussion at the remote location, unless presence of that person is approved by a simple majority vote of the public body.

(e) When feasible, the chair or, in the chair's absence, the person chairing the meeting, shall distribute to remote participants, in advance of the meeting, copies of any documents or exhibits that he or she reasonably anticipates will be used during the meeting. If used during the meeting, such documents shall be part of the official record of the meeting, and shall be listed in the meeting minutes and retained in accordance with M.G.L. c. 30A, sec. 22

In addition, Town Administrator Sette said he looked at towns that have adopted Remote Participation Policies including the Towns of Chatham and Hopkinton. Administrator Sette advised that if the board wishes to move forward he would like the board to vote to allow him to draft a Remote Participation Policy for Town Boards and Committees which he will have the board review and adopt at the June 6 meeting.

**MSDV to approve Administrator Sette drafting a Remote Participation Policy for Town Boards and Committees
Selectman Arcudi-Aye; Selectman Wesley-Aye**

3. Review and Adopt Policy Senior Tax Credit Program

Chair Wesley recognized COA Director Carole Mullen and Principal Assessor Teri Gonsalves who were there to request the board adopt an updated senior tax credit program policy. Ms. Mullen reviewed the Senior Tax Work Off Program stating the current tax credit is \$750/year and she is looking to increase the tax credit to \$1,000/year so that up to 25 people can participate in the program. Selectman Arcudi asked how many seniors participate in the

current program. Ms. Mullen advised there are 22 to 28 candidates a year. Both Selectman Arcudi and Wesley requested the amount be set up to \$1,000/yr which would allow flexibility in seniors getting the benefit and more seniors able to participate in the program.

**MSDV to approve the Senior Tax Credit Program with an amount of up to \$1,000 subject to Town Meeting approval
Selectman Arcudi-Aye; Selectman Wesley-Aye**

4. Interdepartmental End of Year Transfers

Administrator Sette explained the End of Year Transfers to the board advising the transfers are not an increase to the budget, there were shortages in Legal, Town Details and Fire Department Repair and Maintenance totaling \$13,250.00. The line item transfers authorize the Town Accountant to move money between interdepartmental accounts so that the individual accounts are balanced by year end.

**MSDV to approve the Interdepartmental End of Year Transfers as presented. The line item transfers were to cover costs in departmental budgets that totaled \$ 13,250
Selectman Arcudi-Aye; Selectman Wesley-Aye**

D. Old Business

1. Massachusetts Liberty Bell

Chair Wesley recognized Mr. George Warren who stated he is a Northbridge resident who is advocating to have the Replica of the Liberty Bell located at the State House be moved from its current location which is not accessible to the public for viewing to a location that is accessible for public viewing. Mr. Warren would like the Hopedale Board of Selectmen to write a letter to state legislatures asking them to support relocating the replica Liberty Bell to an area where the public can view this historical artifact. Mr. Warren read sample letters written by other towns that support his position.

MSDV to authorize Administrator Sette to write a letter in support of Mr. Warren's advocating for the Massachusetts Liberty Bell be moved to a location that is accessible for public viewing.

E. Public and Board Member Comments

1. Chair Wesley recognized audience member Donald Howes. Mr. Howes asked why the town election is before the town meeting ? It is Mr. Howes' opinion that having an election right before town meeting is backwards as newly elected officials may have to act on Town Meeting articles that they were not involved in. Board of Selectmen members agreed and Town Administrator Sette advised that it is in the Town Bylaw but that this can be changed by a vote of Town Meeting.
2. Selectman Arcudi thanked the residents of Hopedale for their vote of confidence in electing him to the Board of Selectman again. Selectman Arcudi looks forward to working with the residents, boards and committees in bringing economic growth to the community.

F. Requests for Future Agenda Items

None

G. Administrator News

1. Board of Selectmen to meet on May 17, 2016 at 6:30 p.m. H.S. cafeteria to review Annual Town Meeting Warrant Articles
2. Reminder of May 17, 2016 Annual Town Meeting - 7:00 p.m. H.S. Auditorium

3. FY17 Reappointment letters mailed. Board and Commission reappointments to be voted at June 20, 2016 BOS meeting
4. Memorial Day Parade - scheduled for May 30, 2016 beginning at High School parking lot at 8:30 a.m.
5. Tom McGovern is inviting the Board of Selectmen to the Flag Day Ceremony which will be held at 6:00 p.m. on June 14, 2016 at the Little Red Shop.

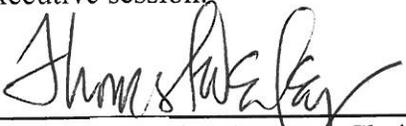
H. Adjournment

1. Contract Negotiations with Town Administrator
2. Request by Full Time Public Safety Dispatchers to be voluntary recognized for the purpose of collective bargaining

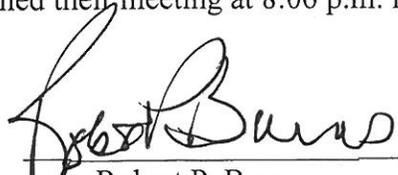
Chair Wesley - I am requesting a motion to allow this board enter into Executive Session and not to reconvene in regular session, under M.G.L. c.30A, § 21(a) Reasons (2): To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel and (3): To discuss strategy with respect to collective bargaining because, I as Chair, have determined that an open meeting may have a detrimental effect on the bargaining position of the town.

RCV Selectman Arcudi-Aye; Selectman Wesley-Aye

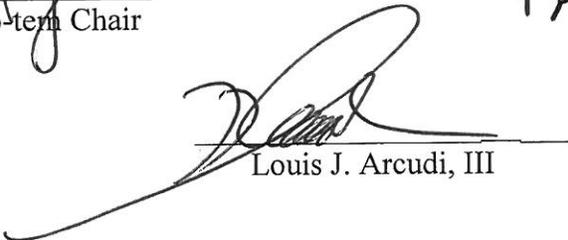
With no further regular business before them the board adjourned their meeting at 8:06 p.m. moving into executive session.



Thomas A. Wesley, Pro-tem Chair



Robert P. Burns



Louis J. Arcudi, III

Hopedale Board of Selectmen
* MSDV - Moved, Seconded, Discussed and Voted
**RCV - Roll Call Vote