

**Selectboard
Regular Meeting Minutes
September 23, 2021, 6:00 pm**

Present: Chair Keyes, Selectman Arcudi, Selectwoman Hazard, Town Administrator Diana Schindler

Chair Keyes called the meeting to order at 6:01PM. Chair Keyes began the meeting with the Pledge of Allegiance.

Review Draft Town Meeting Warrant for Special Town Meeting on Saturday, October 16, 2021
The Town Meeting will start at 11AM. The rain date is set for October 23, 2021.

Town Administrator Schindler shared the draft of the special town meeting warrant.

Article one is the prior year bills of FY21, there are 4 total. The funding source will be current year expense funds. The town would be using FY22 funds but paying prior year bills. The Selectboard had questions or comments.

Article 2, to transfer \$10,000 from Council on Aging expense to Council on Aging salaries and wages. The COA Director, Carole Mullen informed Town Administrator Schindler that the salaries for van drivers have been paid through the transportation budget, however, they need to be paid through the wages budget. This article would correct the budget. The Selectboard had no questions or comments.

Article 3, to transfer the monies to fund contracts and expenses. The Treasurer/Collector – Salaries and Wages, to fund the contract with the Treasurer/Collector, \$15,000, Planning Board – Salaries and Wages, to fund administrative support, \$10,000, Health Officer – Expenses, to fund contracts with Salmon VNA & Septic inspections, \$5,000 and Library – Salaries and Wages, to fund Director contract, \$7,000. Town Administrator Schindler stated that regarding the Health Officer item, the Salmon VNA contract is not related to COVID. This contract is the regular support that they offer to the Town public health. Regarding the Planning Board – Salaries and Wages, Selectman Arcudi stated that the number feels reactive. Unlike the other items where there is known support, this item is just a place holder and would not be able to support this item until there is a plan. Chair Keyes stated that while yes, the Planning Board needs help, they should use the Town Counsel more than administrative assistance. Chair Keyes stated that the monies requested should be put towards Town Counsel and they should find operational support in other areas not to the tune of \$10,000. Town Administrator Schindler stated that the administrative support to the planning board would be routine items such as the application process, assisting with notices, hearing scheduling and planning and an ample number of other tasks. Selectman Arcudi stated that in the past there was a \$1,600 stipend for volunteers that would assist the planning board and he is more comfortable with that. The Town Administrator stated that there is a lot of tasks other than routine applications for the administrative assistance, such as time sensitive items after decisions are filed, the Town does not have updated Zoning Bylaws, etc. Schindler stated that the planning board will need more than a volunteer to get these tasks done. Selectman Arcudi stated that he feels that this is a reactive approach of \$10,000 without understanding where it's earmarked or how it will be spent is not the correct approach. Arcudi stated he would rather put this money aside for legal counseling on the process. Selectwoman Hazard stated that \$10,000 is too much but she wants to find the best way to support the planning board. Chair Keyes stated that an action item is to find the best way to support the planning board but as of now the Town Administrator will assist them with getting more legal counsel from KP Law.

Selectman Arcudi moved to remove the Planning Board – Salaries & Wages, to fund administrative support, \$10,000 from the Warrant.

Article Four, Capital purchases that have been discussed and recommended by the finance committee. There was an adjustment made to the matching SCBA amount to be the 5% of what we received from the grant totaling \$15,350. Chair Keyes stated that the number in the letter was around \$14,000, how did this number increase? Town Administrator Schindler stated that there must have been a miscalculation and corrected the number to \$14,567 as the grant letter stated. Schindler stated that the School Van item was increased to \$30,000 based on the schools' numbers.

Article Five, Selectman Arcudi asked what the split between the leaf machine and the small dump truck in case the town would rather the leaves picked up and not the small dump truck. Town Administrator Schindler stated that the leaf vac machine is \$220,000 the truck is \$72,000. Selectman Arcudi stated that he recommends making Article five two articles and separating these items. Chair Keyes and Selectman Hazard were in support of this recommendation.

Regarding Article Six, Seven and Eight, Town Administrator Schindler stated that there is no discussion except for once the Board settles on the estimates. Articles Nine and Ten do not have estimates as of yet.

Article Eleven, the right of way article, Schindler stated that Town Counsel feels that the engineers advising the Town to do the rights of entry may not get access to 17 of them. Counsel recommends that the Town puts this article on and include the temporary easements this time. The appraisal has not been completed as of yet, the number of \$40,000 is a rough estimate. This money can also be taken out of Chapter 90.

Article Twelve, this article is from the Water/Sewer Superintendent regarding the borrowing for water sourcing. If the Town agrees to spend the ARPA money, then this article can be passed over. Chair Keyes stated the Selectboard asked the Finance Committee to weigh in on this item. Town Administrator Schindler stated that the Finance Committee will be meeting on Monday to create their recommendation. Selectman Arcudi stated that the Finance Committee is an advisory board and that this is an important item that needs to be address on next week's agenda.

Article Thirteen, this article is from the Water/Sewer Department to move some land that is in conservation (under article 97) into a municipal purpose for the water tank. The Selectboard had no questions or comments regarding this article.

Chair Keyes asked if the Town will be putting a tentative article on the warrant in the event there is a land court decision regarding the citizens lawsuit. Town Administrator Schindler stated she is not sure what the article would state at this moment in time due to a lack of information and not having a decision made from the land court as of yet. Schindler stated that if the Board is interested in putting it on the draft tonight then they can do so, however, they would need to know the number of acres and money amount for the article. Selectman Arcudi stated that if there is an opportunity to have the article on this warrant than it would save the Town money by not having to schedule another Town Meeting. Chair Keyes stated that the board will pass over this item until more information is received from the land court.

Selectman Arcudi moved to approve the special town meeting warrant as presented with the changes made. Selectwoman Hazard seconded the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Future Agenda Items

Selectwoman Hazard asked to have the planning board on the next scheduled meeting to further discuss how to best assist the board. Steve Chaplin, Chair of the Planning Board weighed in and stated that the Planning Board primarily needs administrative assistance, preparing for meetings, notifying abutters, scheduling hearing, meeting deadlines and many other items. Chair Keyes informed Steve Chaplin that the Selectboard removed the line item for planning board administrative assistance, stating that \$10,000 for administrative/operational and clerical was not necessarily correct for the type of work. Chair Keyes stated that the board would like to provide the Planning Board with legal counsel work. Chair Keyes stated that this is a critical item to get the planning board the support it needs and will look into administrative assistance, whether it is a monetary stipend like it has in the past or exploring other options.

Chair Keyes read the executive session paragraph and stated that the board will not be returning to a regular meeting.

Selectwoman Hazard moved to enter executive session per the paragraph the Chair Keyes read.

Selectman Arcudi second the motion.

Arcudi – Aye, Hazard – Aye, Keyes – Aye

Executive Session: - Board will not be returning to Open Meeting

In accordance with G.L. c. 30A, §21(a)(3) (Purpose #3), to discuss strategy with respect to collective bargaining and litigation that an open meeting may have a detrimental effect on the bargaining and litigation position of the public body and the chair so declares, which he does. (DLR Case No. JLM-21-8830).

Chair Keyes dissolved the meeting at 6:52PM

Submitted by:

Lindsay Mercier

Lindsay Mercier, Executive Assistant

Adopted: _____