



TOWN OF HOPEDALE

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Board of Selectmen
Janet Orff Jacaruso, Chair
Robert P. Burns
Sandra Biagetti

Town Coordinator
Steven A. Sette

Board of Selectmen Minutes October 20, 2014

Chairwoman Jacaruso opened the Regular Meeting of the Board and Selectmen at 7:00 p.m. in the Draper Room of Town Hall and moved into the agenda. Present: Chair Janet Orff Jacaruso, Selectwoman Sandra Biagetti, Selectmen Robert Burns, Town Coordinator Steven Sette, Executive Assistant Susan Brouwer, members of the public, and Videographer Jeffrey Ellis.

Chairwoman Jacaruso moved to consent items on the agenda

1. **Approval of Executive Session Minutes of September 15, 2014**

MSDV to approve not release the Executive Session Minutes of September 15, 2014

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

2. **Approval of Regular Session Minutes of October 6, 2014**

MSDV to approve the Regular Session Minutes of October 6, 2014

Chairwoman Jacaruso-Abstained; Selectman Burns-Aye; Selectwoman Biagetti-Aye

Chairwoman Jacaruso moved to correspondence on the agenda

1. **Board of Selectmen License Renewal Schedule 2014-2015**

The Board of Selectmen reviewed the license renewal schedule 2014-2015. Chair Jacaruso thanked Executive Assistant Susan Brouwer for bringing the timeline forward. The board had no comment on the timeline presented.

2. **ABCC Advisory Regarding Package Store Change of Hours – Effective October 23, 2014**

Chair Jacaruso read the ABCC Advisory regarding Package opening time of 10:00 a.m. on Sundays. Ms. Biagetti advised the LLA (Local Licensing Authority) does not have to vote to approve the change of Sunday opening time; however, they must submit a signed Form 43 on behalf of the establishment if the establishment submits a written request to the LLA to change Sunday hours and open earlier than Noon. If establishments fail to submit a written request they may not open early. Ms. Brouwer stated that she emailed the advisory to the four existing package store owner's and she has received and processed two of the four package stores request to open at 10:00 a.m. on Sunday. The two package stores are J&M and Sons dba Hopedale Package Store and Kabir Corp. dba Grape Expectations. She has provided a copy of the ABCC Advisory Package Store Hours advisory to the Police Department. The other two package

stores that have not requested to open earlier on Sunday's are The Little White Market and Hopedale Mart, LLC.

3. Letter from Tom McGovern, Hopedale 2014 Oktoberfest Committee Chair

Chair Jacaruso referenced the letter that Mr. McGovern submitted on behalf of the Little Red Shop, Inc. dba Friends of Historic Hopedale. Janet stated that great effort was put in by many town departments and applauds the efforts of all. Ms. Jacaruso and Ms. Biagetti thanked the time and hours put in by Coordinator Sette and Executive Assistant Sue Brouwer stating people do not realize the numerous hours spent by town departments and staff in preparing for this event.

4. Letter of Resignation from Carol Pellegrino, Board of Health Clerk

Chair Jacaruso referenced the letter of resignation from Carol Pellegrino to the Board of Health. Carol was an asset and will be missed. The board asked Coordinator Sette to draft a letter thanking Carol for her service.

Chairwoman Jacaruso moved to appointments and resignations on the agenda

1. David Guglielmi – Appointment as Ad-hoc to Park Commissioners

Chair Jacaruso stated the board received a letter from Mr. David Guglielmi who is requesting appointment as an ad-hoc to the Park Commissioners. David was present and was asked by the Chair to come forward to share his interest in joining assisting the Park Commission. Mr. Guglielmi stated he was on the Park Commission in the past but due to his schedule he was unable to continue but thought he would be able to serve in an advisory capacity. Dan Iacovelli Park Commission Chair sent an email recommending the board appoint David Guglielmi as a project ad-hoc to help assist the Park Commissioners on various park concerns and issues. Chair Jacaruso advised the ad-hoc position would be for one year and the Park Commission can reevaluate the need at that time and make another request to the Board of Selectmen to extend the position if needed.

MSDV to appoint David Guglielmi as a Project Ad-hoc to the Park Commissioners for a period of one year

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

Chairwoman Jacaruso moved to new business on the agenda

Chair Jacaruso recognized Senator Richard Moore who presented the Town of Hopedale with two historical items; 1) "An Act to Incorporate the Town of Hopedale" which separated the towns of Milford and Hopedale on March 3 1886 2)"Statistics of the Town of Milford and Reasons why the Village of Hopedale desires to be Incorporated as a new Town". Chair Jacaruso thanked Senator Moore for turning these historical items over to the town. Ms. Jacaruso said she will turn these documents over to the Historical Commission for safekeeping and for the enjoyment of the community.

1. Joint Meeting with Upton Board of Selectmen to discuss mutual interest issues

Chair Jacaruso welcomed members of the Upton Board of Selectmen; Chairman Robert Fleming, Members Kenneth Picard and James Brochu, and Town Manager Blythe Robinson.

Upton Board of Selectmen Chair Robert Fleming began the dialogue stating after reviewing the annual reports of both towns, he sees similar challenges. Mr. Fleming stated he would like to see whether the Hopedale Board of Selectmen would like to meet with the Upton Board of Selectmen periodically to share ideas on how to best meet these challenges. Mr. Fleming suggested the possibility of sharing

resources such as equipment and personnel making more efficient spending, which would allow the towns to provide better customer service to the residents of both towns.

Hopedale Board of Selectmen Chair Jacaruso stated the Town of Hopedale is currently working with the Town of Bellingham state grant for housing rehabilitation and a Town wide ADA compliance program. Ms. Jacaruso said working together gave the two towns a higher score and placed them in a higher priority over other towns. Mr. Burns commented that some services overlap and there are areas that we can join together where the individual towns may not require a full time person, however a position may turn into full time by using the person collectively in both times. Mr. Burns also referenced that the police and fire departments have been working collectively for years and it would be nice to see other departments do the same.

Coordinator Sette said very soon after he came to Hopedale that Upton Town Manager, Blythe Robinson reached out to him and they have worked very well together. Steve wanted to thank Blythe publicly and said he looks forward to their continued communications in serving the towns. The boards were in agreement to meet on a periodic basis and the Upton Board of Selectmen look forward to holding their next meeting at the newly renovated Upton Town Hall.

2. CORI Policy Review

Coordinator Sette stated the Town has not adopted a CORI policy and without a written policy CORI's cannot be ran on applicants applying for a liquor license. Susan Brouwer has asked that a written policy be adopted if the local licensing authority wishes to have CORI's ran on new applicants wishing to obtain an alcohol license. Ms. Brouwer stated she has provided a copy of the standard CORI policy found on the Massachusetts website. Selectmen Burns mentioned there are two-types of CORI's, a local police CORI and State Police CORI and depending on the position being hired may depend on the type of CORI that is ran. Mr. Burns mentioned that he would like the local Police to determine the type of CORI. Ms. Brouwer stated the Police Department is no longer allowed to share information, so they no longer run CORI's for other departments.

Board members asked that more research is done as to how other towns and departments obtain CORI's. Ms. Brouwer stated she will reach out to other towns and see what CORI policies they use and will work with Coordinator Sette on formulating a Town CORI policy for licensing and new hires.

3. Vote to Authorize Chair Jacaruso to sign – PFA Bid Amendment – Hopedale Elementary School Roof Project

Coordinator Sette said the original Hopedale Elementary School Roof Project came in less than was approved. He is asking the Board authorize Chair Jacaruso to sign the Bid Amendment in the amount of 357,746, which is less than originally approved.

MSDV to authorize Chair Jacaruso to sign – PFA Bid Amendment for Hopedale Elementary School Roof Project

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

4. Memorandum of Understanding – Town of Hopedale and Community Software Consortium for IT Support Services

Coordinator Sette said he found an on-line grant that is funded by the Commonwealth of Massachusetts Community Innovation Challenge which will provide software support and Remote IT services. Coordinator Sette said the program is free and recommends the board approve and sign a

Memorandum of Understanding with Community Software Consortium. Steve said this issue comes up every year in the town audit every year, although last year the town installed a Barracuda system, the on-line backup service will save room on the Barracuda allowing more town departments to backup their desktops.

MSDV to approve signing the Memorandum of Understanding – Town of Hopedale and Community Software Consortium for IT Support Services

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

5. Hopedale Police Department – Annual Halloween Parade Permit October 31, 2014 at 5:45 p.m.

Chair Jacaruso asked for a motion to approve the annual Halloween parade as requested by Chief Giovanella stating this is a yearly costume parade for the children.

MSDV to approve Chief Mark Giovanella's request for the Annual Halloween Parade Permit on October 31, 2014 at 5:45 p.m.

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

Chairwoman Jacaruso moved to old business on the agenda

1. Board of Selectmen Licensing Fees

Chair Jacaruso read the Town by-law which allows committees to increase their fees without Town Meeting approval. Selectwoman Biagetti read the Board of Selectmen current licensing fees and the recommended increase fees.

MSDV to approve increases to the Board of Selectmen Licensing Fees as presented and read by Selectwoman Biagetti

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

2. Hopedale Country Club – Board of Director Filing / Change of Manager Status

Chair Jacaruso asked if anyone was there to represent the Hopedale Country Club; no audience members responded.

3. Hopedale Country Club – Request for Bylaw Amendment to allow Non-Residents Members to be on HCC Board of Directors

Selectman Burns made a motion to passover this request and send a registered letter to the Hopedale Country Club for stating the board wishes to hold a public hearing on November 3 on the their existing licenses

MSDV to table the request made by Erik Luce, President Hopedale Country Club for a bylaw amendment to allow Non-Residents Members to be on HCC Board of Directors

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

4. Extend closing of Special Town Meeting Warrant to October 27, 2014

MSDV to approve extending closing the Special Town Meeting Warrant to October 27, 2014

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye

Chairwoman Jacaruso then moved to other topics not reasonably anticipated by Chair 48 hours before meeting

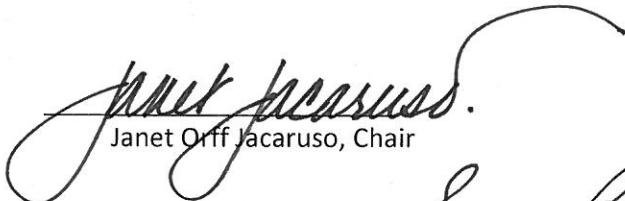
None

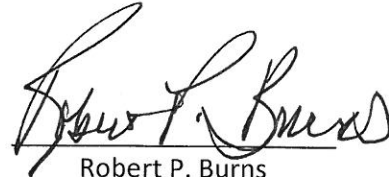
Chairwoman Jacaruso then moved to Coordinator News


None

With no further business before them at 8:12 p.m. the board adjourned.

Chairwoman Jacaruso-Aye; Selectman Burns-Aye; Selectwoman Biagetti-Aye


Janet Orrf Jacaruso, Chair


Robert P. Burns


Sandra Biagetti

Hopedale Board of Selectmen

*Moved, Seconded, Discussed and Voted ** Roll Call Vote