

**BOARD OF SELECTMEN**  
**APRIL 10, 2019**  
**REGULAR SESSION**

Members Present: David Andrade, Nelson Almeida, David Viera,  
Chris Zorra, Justin Sullivan

Town Administrator; Shawn E. Cadime

Chairman Andrade opened the meeting at 7 p.m. followed by the Pledge of Allegiance and moment of silence.

He announced that, in accordance with M.G.L. Chapter 30A, Section 20(f), any person who wanted to record the meeting must notify the Chairman. The Board of Selectmen is recording via audio and visual.

**BOARD AND COMMITTEE OPENINGS UPDATE**

Mr. Viera announced that volunteers are needed on the Charter Study Committee (up to 6 Board of Selectmen appointments), Cultural Council (2 BOS), Economic Development Committee (2 BOS), Energy Committee (1 BOS), Historical Commission (3 BOS), Recycling Committee (up to 4 BOS), Taxation Aid Fund Committee (1 BOS), Veterans Council (2 BOS).

**COMMUNITY SPEAKS**

School Committeewoman Kim Sluter followed up on the ballot vote. The Aitken School Expansion Building Committee met tonight with architects and OPM. They will meet again on April 30. The School Committee will also meet that night and request to be on the Board of Selectmen agenda for May 1. They will have the final number on April 30. If a vote is taken on May 1, they could be a ballot vote on June 10.

Mr. Cadime is waiting to hear from legal counsel.

Representatives from the School Department were in attendance to answer questions or talk about the budget.

**PRIORITY MATTERS**

**Consider Posting the Fire Chief Position**

Mr. Cadime advised that Chief Healy intends to retire at the end of April. He recommended posting the position internally and externally but it's the Board's decision.

Chairman Andrade suggested the Board ask the Chief to stay on for 6 months to a year.

Mr. Viera noted the Chief has another year on his contract.

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Mr. Sullivan said that would allow time to get someone on board.

Mr. Almeida spoke to Chief Healy. He definitely wants to retire. Mr. Viera agreed.

Mr. Cadime said he would love to have him here for another year, but it is his decision.

A motion was made by Mr. Viera, seconded by Mr. Almeida, and it was unanimously

**VOTED:** To post the position of Fire Chief, as recommended by the  
Town Administrator.

### **OLD BUSINESS**

#### **Discussion on Fiscal Year 2020 Budget**

Board members received the 2020 budget, the Town Administrator's budget presentation, and the three-year outlook

Mr. Sullivan wanted to know the progress based on prior years' projections and plans.

Mr. Cadime said it isn't tracked by comparison with outlook. It is a living document so there are different changes. For 20/21, the specific changes were in Public Works hiring. An additional employee is budgeted. All other positions are level-funded across the board. He included 2% increases depending on negotiations and step increases. Some expenses, depending on what department, are level-funded. The only change going into FY'23 would be principal and interest payments. He estimated the cost of the Aitken School and the animal shelter. He is looking at 3.5% increase for the School Department.

Mr. Zorra asked about the 509.

Mr. Cadime said that is for payroll taxes that have to be paid and a small amount for life insurance.

Mr. Viera asked what two additional DPW staff would do.

DPW Supt. David Cabral said it would be for all the tasks they are doing and other projects that need to be done.

Mr. Viera would like to have an annual plan for DPW at the start of every year.

Mr. Almeida asked if DPW would maintain the second cemetery in town.

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Mr. Cabral said he works well with the caretaker at the cemetery. DPW recently cleaned up the cemeteries.

Mr. Sullivan asked where the money would come from for overtime.

Mr. Cabral noted there shouldn't be overtime other than the standard overtime.

Mr. Viera inquired about the additional positions for the Fire Department. He noted, according to the contract, if a lieutenant is out, the senior firefighter assumes the position at the lieutenant's rate of pay. He asked what would happen if two lieutenants are out.

Fire Chief Michael Healy advised in that case one senior officer would be the acting lieutenant from the list.

Mr. Zorra asked if there would be a power struggle if two acting lieutenants show up.

Chief Healy said it is broken up by district so there won't be a problem.

He noted he would be giving the tests for lieutenant and captain as mandated by contract.

Mr. Almeida inquired about the two part time positions in the TA/BOS office.

Mr. Cadime advised when they work on the same day, Pat is usually situated in the Finance Office. It is a private area where she can transcribe meeting notes. Kristen is in the main office. They have an arrangement to cover the front desk at all times.

Mr. Almeida asked about the purchase of a maintenance van for DPW at \$42,000 and a pick-up truck to be utilized by Conservation and Recreation.

Mr. Cabral said there are 15 employees and 14 vehicles. Foremen have their own truck. Others double up in a truck. For the most part, all vehicles are utilized.

Mr. Cadime said Conservation needs a pick-up truck to do the trails. Recreation could use the vehicle when not in use by Conservation.

There was discussion about the purchase of a 250 compared to a 350 model Ford vehicle.

A motion was made by Mr. Almeida, seconded by Mr. Viera, and it was unanimously

**VOTED:** To accept the 2020 budget as submitted.

**Discussion of Fiscal Year 2020 Fees**

Mr. Cadime said it is the same document as presented.

A motion was made by Mr. Almeida, seconded by Mr. Viera, and it was unanimously

**VOTED:** To accept the FY 2020 fees, as submitted.

**NEW BUSINESS**

**Capital Improvement Recommendations**

Mr. Cadime said he is in agreement with the Capital Improvement recommendations.

A motion was made by Mr. Almeida, seconded by Mr. Zorra, and it was unanimously

**VOTED:** To approve the Capital Improvement Recommendations as follows:

1. Fire Department	Year 5 of 7 lease aerial fire apparatus	\$106,852.00
2. Fire Department	Year 4 of 7 lease Fire Engine	80,713.47
3. Fire Department	Year 2 of 7 lease Fire Engine	87,745.10
4. Fire Department	Administration Vehicle	45,000.00
5. Public Library	RFiD System Phase 3	35,000.00
6. Public Works	Chipper	70,000.00
7. Public Works	Finish Mower	20,000.00
8. Public Works	Dump Truck and Sander	180,000.00
9. Public Works	Maintenance Van	42,000.00
10. Public Works	F350	45,000.00
11. School Dept.	SHS Stage (Lighting, Rigging and Curtain)	138,761.00
12. School Dept.	Aitken/Martin/Hurley Schools – Curtain Stage	55,045.00
13. School Dept.	SHS – TV Studio (Lighting and Electrical)	83,682.00
14. Town Hall	New Voting Machines	26,500.00
15. Town Hall	Pick-up truck (shared)	40,000.00
TOTAL		\$1,056,298.57

Mr. Almeida noted the state does not pay for the voting machines.

**Consider Accepting the Warrant for Spring Town Meeting**

Mr. Cadime advised the articles are under review by legal counsel.

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Mr. Cabral talked about a grant for the Pine Street Bridge. He felt the chances are pretty good. The upset limit is \$100,000.

Mr. Zorra made a motion, seconded by Mr. Almeida, and it was unanimously

**VOTED:** To add a warrant article for a feasibility study for the DPW Building; not to exceed \$95,000.

Mr. Viera wanted to include the south end fire station.

Mr. Cadime said there is already a feasibility study for the fire station.

Mr. Almeida said the transfer station is there. He asked about the need for a special use permit.

Mr. John Alves, 25 River Street, Chairman of the Community Preservation Committee, said he spoke to Mr. Alexander about a warrant article for a playground with CPC funds for 300,000.

A motion was made by Mr. Viera, seconded by Mr. Zorra, and it was unanimously

**VOTED:** To include a warrant article for a playground with \$300,000 CPC funds.

Prior to the vote, Mr. Almeida asked how another community can build 4 playgrounds with volunteers.

Mr. Cadime said a contractor cannot volunteer its employees. This is a 30B project.

The playground would be on Town Hall property to go along with the trails and the YMCA. Grants are available from AARP.

Chairman Andrade suggested the warrants for the school should be at the end of the warrant so that the auditorium doesn't clear out after the vote. The zoning by-law amendment and the Showcase should be the end but before the schools warrant. The article on 102 Burnside and #21 should move up on the warrant. The budget will be Article #1.

A motion was made by Mr. Viera, seconded by Mr. Zorra, and it was unanimously

**VOTED:** To accept the Warrant Articles for the Spring Town Meeting pending comments from legal counsel.

Mr. Almeida inquired about location to accommodate everyone.

Mr. Cadime said they are making sure there will be sufficient space in the auditorium, gym, and cafeteria and that the equipment will work in all areas.

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**Assign Warrant Articles and Make Recommendations for Spring Town Meeting – Tabled.**

**Sign Town Meeting Warrant-** Tabled.

**COMMUNITY SPEAKS** – None.

**OTHER BUSINESS**

**Discuss Other Topics not Reasonably Anticipated by the Chairman 48 Hours before the Meeting** – None.

**TOWN ADMINISTRATOR’S REPORT** – None.

**BOARD OF SELECTMEN LIAISON REPORTS AND COMMENTS**

**Aitken School Expansion Building Committee Report**

Mr. Zorra advised the next meeting is on April 30 at 5:30 p.m. at the high school library.

Mr. Viera asked about boarding up the old town hall.

Mr. Olobri said the tree and windows have been taken care of.

**ADJOURNMENT**

A motion was made by Mr. Viera seconded by Mr. Almeida and it was unanimously

**VOTED:** To adjourn at 8:54 p.m.

The vote: Mr. Viera – Aye; Mr. Almeida – Aye; Mr. Zorra – Aye; Mr. Sullivan – Aye;  
Chairman Andrade – Aye.

Respectfully Submitted,

David Viera, Clerk

Prepared by:

Patricia Gamer, Secretary

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Items Distributed at the April 10, 2019 Board of Selectmen Meeting

Capital Improvement Committee List – Revised on February 13, 2019

FY 2020 Budget, Town Administrator's Presentation, and Three-Year Outlook