

**MINUTES – SELECTMEN’S MEETING
MONDAY, JANUARY 25, 2016 AT 7:30 P.M.
MARSHFIELD TOWN HALL – SELECTMEN’S HEARING ROOM**

Present: Matthew J. McDonough, Chairman, Michael G. Bradley, Clerk, Rocco J. Longo, Town Administrator, Stephen G. Robbins – Absent

Mr. McDonough opened the meeting at 7:30 p.m. with the Pledge of Allegiance and stated that the meeting was being recorded by MCTV, reporters from WATD, the Marshfield Mariner and other local newspaper outlets and anyone who speaks maybe quoted.

Town Administrator’s Report – Mr. Longo mentioned that this past Saturday Mike McNamara hosted a discussion on his show about Town Charters and Town Counsel as well as other Town Administrators were interviewed and that he was grateful to all for volunteering their time. Mr. Longo then mentioned that he had been at the MMA Trade Show in Boston from Thursday through Saturday and the Lt. Governor, Governor, Senator Warren and Senator Markey were all present and spoke. Mr. Longo indicated that he had provided the Board with copies of a Drug Task Force Document that he had received at the Trade Show. Mr. Longo also mentioned that tomorrow night there will be a Housing Partnership meeting at the Library at 7:00 p.m. regarding the proposed 40B and members of the Board of Selectmen may attend the meeting if they choose as they are posted and that on February 1, 2016 the Board will vote their response to the 40B application. Mr. Longo also indicated that the Housing Partnership may not have a quorum tomorrow night as a few people are out of town and some are not feeling well. Mr. Longo also noted that employee; Deb Sullivan was recognized by the Southeast Regional Recycling Council.

Mr. McDonough explained that Steve Robbins could not be here at the meeting tonight due to a work conflict. Mr. McDonough then indicated that the Board would start the meeting with some Action Items and asked Police Chief Phil Tavares to come forward. Chief Tavares discussed the fact that the Police Department had already had promotional exams through civil service for the positions of Sergeant and Lieutenant. The Chief explained that the exams were to be weighted in a 40% written exam, 40% assessment center and 20% training and experience. The Chief mentioned that the Department currently has no open supervisory positions due to the Police Department budget being cut and stated that there will be no open positions in the near future, therefore, he was requesting the exam results be released with just the written and training experience component being weighted and forgo the assessment center. Mr. Bradley indicated that he saw that the union had no objections. Mr. McDonough asked the Chief about his staffing situation and the Chief explained that he just lost two positions and that they are now at 42 which is down from 44 and that ideally he would like to have more patrol officers considering the size of the Town. Mr. McDonough then asked about the past weekend storm and the Chief indicated that the DPW Superintendent, the Fire Chief and the Superintendent of Schools all had plans in place and there were no incidents other than some people who lost power temporarily in the south section of town and the north section but otherwise no major problems. Mr. Bradley asked about the current staffing and the Chief said that his staffing is seriously low and that a previous Master Plan in 2000 indicated that they should have 55 police officers with a population of 25,000 and an increase in the population in the summer. Mr. McDonough indicated that he would support having the Chief increase his staff. Mr. McDonough moved, seconded by Mr. Bradley to release police civil service promotional exam results for Sergeant and Lieutenant with just the written and training component being weighted. The vote was 2-0. Mr. Robbins was absent.

The Chief then explained that he had recently lost a Police Officer to the State Police. Chief Tavares then said that he would like to offer a position to Ben Powell as a permanent Police Officer providing he meets all the conditions. The Chief mentioned that the Police Academy starts April 11, 2016. The Chief then read some highlights of Ben Powell’s resume and mentioned that he has done a wonderful job while working as a Permanent intermittent Police Officer. Mr. McDonough also cited the fact that Permanent Intermittent Police Officer program is an excellent tool for training. Mr. McDonough moved, seconded by Mr. Bradley to offer Permanent Intermittent Police Officer Ben Powell a conditional offer of employment as a full time Police Officer. The vote was 2-0. Mr. Robbins was absent.

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Advisory Board Budget Presentation – Mr. Longo announced that the Advisory Board was present tonight and they received current copies of the budget. Mr. Longo then proceeded to give his power point presentation of the budget and indicated that he hoped to get this presentation on the website tomorrow. The following are some of the highlights of the presentation. Mr. Longo gave a Fiscal Year 2016 Update on Revenue and mentioned that the Town had done well on the Meals Tax thus far, and departmental expenses appeared to be on target through December, however some will have to be monitored closely. Mr. Longo then mentioned some of the challenges for FY2016 going forward such as the ACA compliance, Municipal Modernization Bill, Public Records Law legislation, FEMA Map Update, NEMO Storm BAN, Winter of 2015, FY2016 Key Budget Issues, Fiscal Year 2017 Projected Revenue, Revenue Sources - Estimated Tax Levy, Estimated State Aid, Estimated Local Receipts, Estimated Other Revenue, Fiscal Year 2017 Preliminary Proposed Expenses – Requested, FY2017 General Government, FY2017 Public Safety, FY2017 Education, FY2017 Public Works, FY2017 Health & Human Services, FY2017 Library and Culture, FY2017 Fixed Costs, FY2017 Debt, FY2017 Summary, and FY2017 Capital Budget Brief. Mr. Longo then mentioned that the Joint Selectmen/Advisory Board Hearing will be held on March 29, 2016 at 7:00 p.m. which will be a public meeting held at the Furnace Brook or Martinson School. Mr. McDonough thanked Mr. Longo and noted that the Police Chief is short staffed and having someone work overtime costs more money than adding a patrolman. Mr. McDonough also asked about the ACA Compliance and Cadillac tax and Mr. Longo stated he could have someone from Plymouth County Treasurer’s Office come out to explain. Mr. Bradley also stated that he thought the Police Department staff was dangerously low for the size of the Town. Mr. Polansky asked when he thought they would receive their budget books and Mr. Longo stated that they should have them in February.

New Appointment to Recreation Commission – Gary Pina – Mr. McDonough read through some of the highlights of Mr. Pina’s resume as well as his achievements. Mr. McDonough also mentioned he knew Mr. Pina from the Trial Courts. Mr. Bradley thanked him for volunteering. Mr. McDonough moved, seconded by Mr. Bradley to approve the appointment of Mr. Gary Pina to the Recreation Commission. The vote was 2-0. Mr. Robbins was absent.

Vote to Open and Close Special Town Meeting Warrant – Mr. McDonough read the notice to Open the Special Town Meeting Warrant on Monday, February 8, 2016 and Close the Special Town Meeting Warrant on Thursday, February 18, 2016. Mr. McDonough moved seconded by Mr. Bradley to Open and Close the Special Town Meeting Warrant as read. The vote was 2-0. Mr. Robbins was absent.

Appointment of Christine McCarthy as Assistant Treasurer – Mr. Longo mentioned that they had gone through the interview process for Assistant Treasurer and mentioned some of the previous work experience of Christine McCarthy as well as her educational background. Mr. McDonough noted that she graduated Magna Cum Laude from Bentley University and received her Master’s Degree from Northeastern. Mr. McDonough moved, seconded by Mr. Bradley to appoint Christine McCarthy as Assistant Treasurer. The vote was 2-0. Mr. Robbins was absent.

Vote on Enterprise Fund Indirect Cost Methodology – Mr. McDonough explained that there had been meetings prior to this evening and that the Abrahams Group had put together this Draft Policy and they are currently working on the template for the state. Mr. McDonough indicated that this is a very important tool to have as it contains a formula that can be used every year. Mr. McDonough then explained that it covers allocation of costs for water, wastewater, and solid waste. Mr. Longo mentioned that he had met the DPW Superintendent, the Town Accountant and Dan Bowen of DPW and they all are in agreement. Mr. McDonough asked Mr. Longo if Steve Robbins had given him his approval of the document and Mr. Longo indicated that he had. Mr. Longo then recommended that the Board adopt the Policy. Mr. McDonough moved, seconded by Mr. Bradley to approve the Enterprise Fund Indirect Cost Methodology as described and presented to the Board. The vote was 2-0. Mr. Robbins was absent.

Approval of Minutes – Mr. McDonough moved, seconded by Mr. Bradley to approve the minutes of January 11, 2016. The vote was 2-0. Mr. Robbins was absent.

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Mr. McDonough motioned to adjourn the meeting at 8:45 p.m. There was no Executive Session held.

Respectfully submitted,

Beverly Wiedemann

Documents and exhibits presented at this meeting were the following: copy of draft FY2017 budget and slide presentation, copy of Special Town Meeting Notice, letter of recommendation and resume for Christine McCarthy, copy of Enterprise Fund Indirect Cost Methodology, email and letter from Chief regarding appointment of Ben Powell as Permanent Police officer and release of results for sergeant and lieutenant with copy of approval letter from police union regarding release of sergeant lieutenant exam results, letter, application form and resume from Gary Pina regarding appointment to the Recreation Commission and copy of minutes of January 11, 2016.