

**MINUTES – BOARD OF SELECTMEN
MONDAY, DECEMBER 14, 2015 at 7:15 P.M.
MARSHFIELD TOWN HALL – SELECTMEN’S HEARING ROOM**

Present: Matthew J. McDonough, Chairman, Stephen G. Robbins, Vice-Chair, Michael G. Bradley, Clerk and Rocco J. Longo, Town Administrator

Mr. McDonough opened the meeting at 7:15 p.m. and stated that the meeting was being recorded by MCTV, the Marshfield Mariner and other local media outlets.

Town Administrator’s Report - Mr. Longo mentioned that the Recap has been certified today by the state and that the new tax rate for the Town is \$13.88. Mr. Longo also indicated that he has been dealing with some personnel issues and that he held a Department Head meeting last Wednesday.

Matt Abrahams Group – Indirect Cost Methodology – Mark and Matt Abrahams both appeared before the Board. Mark Abrahams indicated that he had a 25 page document entitled Enterprise Fund Indirect Cost Methodology that he had prepared for the Board of Selectmen and gave a copy to each member. Mr. Abrahams then went on to explain that the Town has three enterprise funds; water, wastewater and solid waste. Mr. Abrahams gave a brief summary of the report and methodology. Mr. McDonough stated that both the DPW Board and the Board of Selectmen need to review and agree to the methodology. Mr. Longo explained that the Boards will need to vote the methodology and not the numbers and that the auditors check everything and there has never been a problem in the past. The Board thanked the Abrahams group for all their work.

Jon Grabowski – Interview for Charter Review Committee – Mr. Grabowski introduced himself and gave a brief summary of the number of years he has lived in town, his work experience and his community involvement. Mr. Grabowski indicated that he would want to look at other towns that are successful and indicated that he has the time and a lot of energy to bring to the committee.

Don Gibson – Interview for Charter Review Committee – Mr. McDonough asked Mr. Gibson for some information on his background. Mr. Gibson explained that he is a local businessman in town and has been a member of several boards, served as President of youth soccer and coached youth soccer. Mr. Gibson explained that he felt his position as an attorney and his experience could be helpful to the committee.

Bruce Spitler – Interview for Charter Review Committee – Mr. Spitler introduced himself and indicated that he has lived in town since 1999 and served as President/member of the Friends of Music and also co-chair of the Marshfield High School Building Committee and is employed as an engineer. Mr. Spitler mentioned that he thought the structure of the town government needs to be looked at in the Charter.

Andrew Wening – Interview for Charter Review Committee – Mr. Wening explained that he has lived in town for 28 years and has a small insurance business in town. Mr. Wening mentioned that he had worked with a previous Town Administrator and helped to save the town money on insurance. Mr. Wening also mentioned that he has worked on campaigns and done volunteer work. Mr. Wening indicated that he thought it would be important for the town to have a Finance Director and to look at other towns that are successful.

Scott Borstel – Interview for Charter Review Committee – Mr. Borstel indicated that he had grown up in town and moved back in 1997. Mr. Borstel mentioned that he had previously been the School Superintendent, soccer coach, member of the Boys & Girls Club committee, the Marshfield Education Foundation and volunteered at the Food Pantry. Mr. Borstel mentioned that he also thought the structure of the Town’s government needs to be looked at and Boards need to work with each other in the future and that they need to look at other Towns’ formulas.

Dan Burke – Interview for Charter Review Committee - Mr. Burke indicated that he was the Executive Director of the Boys and Girls Club and that before the Club was built he was on the committee and they made sure to meet with all the boards and committees. Mr. Burke mentioned that he would be able to devote all the necessary time as a volunteer on the committee and that he felt the process would require a comparative analysis.

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The Board thanked all the candidates for their interviews. Mr. McDonough indicated that they would be interviewing five more candidates next Monday night and that the committee would be comprised of 7 members and two alternates.

Aoyama Asian Bistro- Request for Continuance on Application for Transfer of Stock, New Officer/Director, New Stockholder, and Change of Manager – Mr. McDonough explained that the Board has received a letter that asks for an extension of their hearing for at least 60 days. Mr. Robbins moved, seconded by Mr. Bradley to extend the date of the hearing for no more than 60 days. The vote was unanimous.

Vote to Approve the Issuance and Details of a Bond to the Executive Office of Environmental Affairs and Sign Related Closing papers, and Any Action Relative Thereto – Mr. Longo mentioned that Bond Counsel John Clarkson was here in the audience. Mr. Bradley moved, seconded by Mr. Robbins the following: I move that the sale of the \$1,973,100 General Obligation Bond of the Town dated December 16, 2015, to the Executive Office of Energy and Environmental Affairs (the “Agency”) is hereby approved and the Treasurer, the Chairman of the Board of Selectmen, or any other Town official is authorized to execute on behalf of the Town a Contract, Loan Agreement and a Finance Assistance Agreement with the Agency with respect to the bond. The bond shall be payable at the rate of 2% on the dates and in the principal amounts as presented. I further move that each member of the Board of Selectmen, the Town Clerk, the Town Treasurer, the Town Administrator, and all other Town officials be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes. The vote was unanimous.

Discussion and Possible Action on Charter Review Committee Mission Statement – Mr. McDonough mentioned that he and Mr. Longo had been working on a draft Mission Statement for the Charter Review Committee. Mr. Robbins indicated that he would like to add that the committee utilize any and all resources in town including boards and committees. Mr. Robbins also mentioned that he would like to hear from the other 5 candidates for the committee. Mr. Bradley also mentioned that he would like to incorporate some of what he heard tonight. Mr. McDonough suggested to the Board members to write down their thoughts and send them to Mr. Longo. Mr. McDonough also commented that the Board would be interviewing the next five candidates next Monday night.

Appointment of Part-time Encumbrance Clerk - Mr. Longo explained that Rosario Kaulbfliesch has an Associate’s Degree from Quincy College and is presently working for the Housing Authority. Mr. McDonough read through the resume and noted that Ms. Kaulbfliesch has a lot of experience. Mr. Robbins moved, seconded by Mr. Bradley to appoint Ms. Kaulbfliesch as the Part-time Encumbrance Clerk. The vote was unanimous.

Approval of Minutes – The minutes of November 23, 2015 and December 7, 2015 were not done.

There was no Executive Session held.

Respectfully submitted,

Beverly Wiedemann

Documents and exhibits presented at this meeting were the following: email, and copy of Enterprise Fund Indirect Cost and Methodology from Matt Abrahams, Charter Review application from - Jonathan Grabowski, letter and application from Don Gibson, application and resume from Bruce Spitler, resume and application from Andrew Wening, application from Scott Borstel, application, letter and resume from Dan Burke, letter and emails from Attorney Christopher Coleman’s office regarding Aoyama hearing, emails and copy of vote for Executive Office of Environmental Affairs regarding borrowing, copies of drafts of Mission Statements and other information for Charter Review Committee, copy of letter application and resume for Rosaria Kaulbfliesch and copy of minutes of November 23 and December 7, 2015 which were not done.