



**Office of the Board of Selectmen
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NEWTON BOARD OF SELECTMEN

DATE: TUESDAY, March 20, 2018

TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING MINUTES

I. Call to Order

Vice-Chairman Gonyer called the meeting to order at 6:04pm. In attendance were Selectmen Lisa L. Gonyer, Vice-Chairman, Robert S. Donovan Jr., James L. Doggett; Nancy J. Wrigley, Town Administrator and Diane M. Morin, Selectmen's Secretary. The public meeting was videotaped; the public meeting minutes were transcribed and typed by Diane M. Morin. Selectman Lawrence B. Foote was excused this evening. Chairman Matthew A. Burrill joined the meeting via phone at 6:08pm.

II. Approval of Minutes

Selectmen's non-public and public meeting minutes dated February 26, 2018

Selectman Doggett moved to accept the non-public and public meeting minutes dated February 26, 2018 as written. Seconded by Selectman Donovan with a unanimous vote.

Selectmen's non-public and public meeting minutes dated March 6, 2018

Selectman Doggett moved to accept the non-public and public meeting minutes dated March 6, 2018 as written. Seconded by Selectman Donovan with a unanimous vote.

Selectmen's public meeting minutes dated March 12, 2018

Selectman Doggett moved to accept the non-public and public meeting minutes dated March 12, 2018 as written. Seconded by Selectman Donovan with a unanimous vote.

III. Scheduled Business

A. New Fire/Rescue Station

a. Project update

Construction Manager (CM) Pivero addressed the Board. CM Pivero stated that the abutter has agreed to let the Town utilize the utility poles on his property to bring power to the Station.

CM Pivero stated that the Station may not open in May as originally planned due to inclement weather. The bad weather has hampered the site work that needs to be done. CM Pivero stated that he has about 6 weeks of site work that needs to be done.

Chairman Matthew A. Burrill joined the meeting at 6:08pm via phone. Vice-Chairman Gonyer asked Chairman Burrill is there was anyone in the room with him. Chairman Burrill stated no.

B. Selectmen's reorganization and Bylaws

Vice-Chairman Gonyer informed Chairman Burrill that Selectman Foote was not in attendance.

Selectman Doggett moved to nominate Selectman Donovan as Chairman, but the motion was not seconded.

Vice-Chairman Gonyer stated that the Board may want to postpone selecting the Chairman of the Board until the next meeting.

Chairman Burrill asked Selectman Donovan if the reason he did not second the motion made by Selectman Doggett was because his name was in the motion. Selectman Donovan stated that was correct. Chairman Burrill asked if Selectman Doggett would put his motion back on the table.

Selectman Doggett moved to nominate Selectman Donovan as Chairman of the Board. Seconded by Chairman Burrill. Chairman Burrill – aye, Vice-Chairman Gonyer – aye, Selectman Donovan Jr. – aye and Selectman Doggett –aye.

Chairman Donovan assumed the duties of Chairman.

Chairman Donovan moved to nominate Selectman Gonyer as Vice-Chairman. Seconded by Selectman Doggett. Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- aye

Chairman Donovan polled the Board to wait on assigning liaisons until the next meeting. The Board agreed to keep the current liaisons until the next meeting.

Selectman Doggett moved to re-affirm the Board of Selectman bylaws. Seconded for discussion by Vice-Chairman Gonyer.

Selectman Gonyer stated she reviewed the bylaws and would like the Policy Committee to update them as there are grammatical and other errors.

Selectman Doggett stated the Board should re-affirm the bylaws and direct the Policy Committee to recommend updates to the bylaws for the first meeting in May 2018.

Selectman Burrill would like to expand the Policy Committee.

Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill – aye.

C. Requisition – #3028

Selectman Burrill moved to sign requisition #3028 in the amount of \$25.00 for Recreation Commission for a service fee to Natural Heritage Bureau. Seconded by Selectman Gonyer. Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- aye.

D. Other Business

Selectman Burrill would like to thank all the Town staff that assisted during the recent Town elections.

Selectman Burrill moved to write a letter asking the State Government to change the law to allow local Town officials the option to postpone Town Meeting day in case of inclement weather. Seconded by Selectman Doggett. Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- aye.

E. Treasurer – Letters to banks confirming new Treasurer

Selectman Burrill stated that he is in favor of signing the letters to the Banks and that his lack of signature is due to not being in the area to sign the letters.

Selectman Doggett moved to sign 3 letters, one each to Citizen's Bank, North Shore Bank and TD Bank, authorizing the Banks to remove Arthur N. Graichen from all accounts and to add the newly elected Treasurer, Lynn A. Bergeron to all the accounts. Seconded by Selectman Gonyer. Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- aye.

F. Transfer Station Voucher

Chairman Donovan reviewed the Town Warrant article that was passed at the March 13, 2018 Town meeting.

Selectman Gonyer stated the Board is looking to ensure that the members agree on the intent of the warrant article. Each tax paying household will receive a voucher in 2019. As an example, Selectman Gonyer used 3 houses owned by the same individual. Each house would qualify for voucher under the owner's name. In another example, if the property houses multiple residential households only the tax paying household would receive the voucher.

Selectman Burrill asked if there are any differences from what the Town is currently doing. Chairman Donovan stated that it is basically the same. Selectman Gonyer stated that the warrant article starting in 2019 would include seasonal tax paying households.

The Board asked that a new voucher list be prepared for the 2018 voucher program and they will review it at the 04/03/18 Selectmen's Meeting. They reiterated to treat it the same way as in the past.

Selectman Gonyer suggested that no changes be made to the voucher program for 2018. This will give the Board time to review the tax paying household list for 2019. Town Administrator Wrigley will email the updated list to the Board for their review. Selectman Doggett stated that the Policy Committee will meet to define the policy for vouchers prior to 2019.

G. 2018 Gale Library release of funds

Selectman Doggett moved to release the operating funds in the amount of \$28,725.00 to the Gale Library. Seconded by Selectman Gonyer. Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- aye.

IV. Announcements

The Board wished to express thanks to all the employees for their help during the Town Meeting/Elections and to all of the voters that came out in the inclement weather to vote.

Resignation – Cable Station Manager

Selectman Gonyer moved to accept the letter of resignation from Scott DePanfilis as Cable Station Manager effective March 18, 2018 with gratitude. Seconded by Selectman Doggett. Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- aye.

Selectman Gonyer moved to authorize Secretary Morin to advertise for the open position, Cable Station Manager, immediately. Seconded by Selectman Doggett. Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- aye.

V. Other Business, Sign Manifests, Requisitions, Abatements, Tax Credits, Correspondence and Appointments

➤ Appointments

Deputy Treasurer – Diane M. Morin

Selectman Doggett moved to appoint Diane M. Morin as Deputy Town Treasurer for a term of 3 years. Seconded by Selectman Gonyer.

Selectman Burrill stated that there should not be an overlap between the Selectmen's Office and Treasurer's Office. He suggested that the Treasurer look for someone else to fill the position.

Chairman Donovan – nay, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- nay.

Deputy Town Clerk/Tax Collector

Selectman Gonyer moved to appoint Cheryl Saunders as the Deputy Town Clerk/Tax Collector per recommendation of Town Clerk/Tax Collector McCullough

for a term of 3 years. Seconded by Selectman Doggett. Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- aye.

➤ Other Business

Job description update to Recreation Commission Secretary

Selectman Doggett moved to adopt the updated Recreation Commission Secretary job description. Seconded by Selectman Gonyer. Chairman Donovan – aye, Selectman Gonyer – aye, Selectman Doggett –aye and Selectman Burrill -- aye.

Selectman Burrill left the meeting at 6:32pm.

➤ Manifest

Selectman Doggett moved to sign vendor manifest for dated March 20, 2018 in the amount of \$570,828.57 of that \$400,000.00 is for the April 2018 school payment. Seconded by Selectman Gonyer with a unanimous vote.

Selectman Doggett moved to sign payroll manifest for pay period March 4 – March 17, 2018 with a pay date of March 22, 2018. Seconded by Selectman Gonyer with a unanimous vote.

➤ Veteran Tax Credit

The request for a Veteran Tax Credit below is from a husband and wife. Both served in the Armed Forces and both qualify for the Veteran Tax Credit.

Selectman Gonyer moved to sign Veteran Tax Credit for map 11-6-6 for tax year 2018. Seconded by Selectman Doggett with a unanimous vote.

Selectman Gonyer moved to sign Veteran Tax Credit for map 11-6-6 for tax year 2018. Seconded by Selectman Doggett with a unanimous vote.

VI. Adjourn

Selectman Doggett moved to adjourn at 6:34pm. Seconded by Selectman Gonyer with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary