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# Select Board Meeting Minutes 7/12/17

## Select Board Minutes of the meeting of 7/12/17

**Meeting Opened at:** 9am

**Select Board Members Present:** Steve Weisz, Chairperson, Carol Edelman and Kenneth Basler

**Also in attendance:** Stephanie Fredsall, Justin Cole, Terry Walker, Shawn Tryon, Julio Rodriguez, Stan Ross, George Cain, Ray Coddington, Steve Snyder

At 9am a public hearing was held with regards to the MassWorks grant to provide the public with an opportunity to become fully acquainted with the proposed safety improvements project regarding construction of a bridge. All views and comments made at the hearing will be reviewed and considered to the maximum extent possible. The funds for this project will be acquired from a MassWorks Grant. The grant will be written for \$1,000,000.00. The proposed improvements are to replace a bridge on Curtis Road in Monterey. A motion was made to close the public hearing and sign the necessary paperwork. The motion was seconded and unanimously approved.

At 9:16am the Board discussed the request made by Stephanie Fredsall to go into Executive Session per MGL Chapter 30A Section 21 #1. Stephanie came in to speak about her not being reappointed; Steve clarified that the Board was not given her name from the Chief therefore they couldn't act on reappointing her. If the Chief recommends reappointment the Board would support it. She feels that with proper supervision she can continue to be an asset to the town as she has been for the last 4 years. She admitted that she has made mistakes (as everyone has) but states she has always done her best when responding to calls, been reliable and would like to continue working for the town. Kenn suggested scheduling an executive session for next week with Stephanie and the Chief to discuss if there is any way forward. Steve and Carol agreed.

### Miscellaneous Items Reviewed:

- Terry Walker reported that the grant for the culvert was submitted on Monday.
- Warrants were signed.
- Steve inquired of Shawn about availability of back up help for the transfer station as Ben may no longer be available to assist. Kevin Fitzpatrick is a sub but this poses issues during the week and in the winter. Shawn suggested if Ben isn't available to continue here that we post the position.
- Shawn reported that the crew is working on a few drainage projects around town.
- Joe Gill will start design work on Curtis Rd next week. Research is being done on the potential lead paint issue.
- Monterey School: Shawn inquired about repairs to be made; the Board advised to continue seeking estimates for the work agreed upon earlier. Kenn suggested that prior to any work being performed the building should be tested for lead paint. Carol has put in an inquiry with the district to see if any tests have been done.
- Julio Rodriguez reported that Michal Strawbridge is interested in being appointed to fill a vacancy on the Parks Commission. A motion was made to appoint Michal Strawbridge until the next election. The motion was seconded and approved unanimously.
- Stan Ross came in with questions about the new payroll procedures. There was concern about tallying hours for the Principal Assessor. Stan spoke with Baystate Municipal Accounting and since this position is salaried, tallying the hours is not required but submitting a weekly timesheet is.
- It was agreed to cancel the 8/2 meeting.
- Kenn provided an update on broadband: the MLP is moving along with vetting Fiber Connect with the state.
- The Board met with Justin Cole of Baystate Municipal Accounting to discuss the following:
  - a. Payroll and vendor warrants were reviewed and signed.
  - b. FY18 warrant is still being processed.
  - c. They have been working on updating the Harper's payroll system.
  - d. The Board discussed that they would like to see the Principal Assessor record his hours even though he is salaried to track how many hours the position requires.
  - e. Justin reported that he has spoken with departments regarding the new procedures which have been mostly positive and he will work with those departments to come to an agreeable compromise. Tweaks to the schedules will be made as necessary once we've had a chance to see how things are flowing.

- f. Boards that pay stipends: the ones that are smaller will be yearly and the more substantial ones will be monthly on the 4<sup>th</sup> pay period of the month. The Board would like to see the chair of each Board signing off on each of these stipends to confirm that members are showing up and putting in the time. The Board agreed that the Chair of each Board that receives a stipend will be responsible for turning in timesheets to Baystate on a monthly basis.
- g. A new chart of accounts will be given to everyone to reflect the new account numbers.
- h. VADAR contract was signed.

- The Board unanimously approved for M. Noe to attend the MMPA Supervisory Leadership Development Program which will be held in Natick on 6 Fridays in the fall. Cost of the course and mileage reimbursement will be paid from the town administrator and select board expense line items.
- MOU for the library trustees: All Board members have reviewed it and do not have any changes to be made.
- Steve Snyder, Chair of the Lake Garfield Working Group came in to present the groups recommendation to hire Ken Wagner as the lake scientist to perform work on Lake Garfield to be paid for with the \$5k approved at the October 2016 special town meeting. This will also dovetail with the 604b grant currently in progress. A motion was made to accept the contract. The motion was seconded and unanimously approved. As a side note Steve Snyder also commented on how well everything is working in town hall.
- Steve Snyder requested that Michael Germain be appointed to the Lake Garfield Working Group. A motion was made to appoint Michael Germain to the Lake Garfield Working Group. The motion was seconded and approved unanimously.
- The Board thanked Steve Snyder for his hard work and dedication in making the Lake Garfield Working Group so successful.
- The following internal, end of year transfers were approved:
  - a. \$545 from 015422.702 to 015422.701
  - b. \$1625 from 015423.701 to 015296.700
  - c. \$1233.12 from 015210.702 to 015210.102 and
  - d. \$9600 from 015423.701 to 015434.000
- Minutes from 7/5/17 were approved.
- The Board appointed themselves to sit on the Town Report Committee until and unless other parties show interest in sitting on it. A memo will be drafted for review at next week's meeting to be sent out immediately requesting everyone's FY17 (July 1, 2016 – June 30, 2017) department reports.
- Administrative Assistant's weekly report was reviewed.
- Police Chief's weekly report was reviewed.

**A motion was made and unanimously approved to adjourn the meeting at: 11:11am**

Submitted by:  
Melissa Noe, Administrative Assistant  
Approved by:  
Monterey Select Board

cc: Website ([www.montereyma.gov](http://www.montereyma.gov))  
Select Board Members  
Minutes Book  
Town Clerk