

Town of Nahant, MA  
Board of Selectmen

Meeting Minutes  
06 February 2014 7:30pm

Present:

Richard-J. Lombard, Chairman  
Perry Barrasso, Vice Chairman  
Michael P. Manning, Secretary  
Andrew Bisignani, Town Administrator  
~~Charles H. Riley, Jr, Town Counsel~~

Also present: David Santana, National Grid Rep., Robert D'Amico, resident

**Meeting Opened** at 7:30 pm

**Pledge of Allegiance:** Led by Richard Lombard. Mr. Lombard welcomed all.

**Opening Remarks:** Mr. Barrasso commented on the good job the DPW did during the past storm. Mr. Manning stated that WGBH is airing a show about new research programs being undertaken at the renovated lab space at Northeastern University. Mr. Lombard commended the DPW and Police for an outstanding job during the storm, especially officer Furlong aiding a citizen stuck in the snow.

**Recognition:** Recognition of Sen., Thomas McGee and Rep. Steve Walsh was postponed to the March 20, 2014 Meeting.

**Approval of Minutes:** Motion by Mr. Barrasso to approve the 01/23/14 minutes. Seconded by Mr. Manning. Unanimous Vote in Favor.

**Ongoing Business:**

**Double Poles:** National Grid representative David Santana stated that utility contractors were part way in a process to remove all double poles and that the Town now has 14 left from the original 26. Mr. Santana encouraged the Board to keep communication open with him and will look into their other concerns regarding Dig Safe markings and underground wiring along Short Beach. The Board also asked Mr. Bisignani to continue with the process and bring in representatives from Verizon and Comcast in the near future for similar discussion.

**Town Administrator Report:**

**Vacancies:** Mr. Bisignani reminded the Board they need a representative on the Community Preservation Committee. Mr. Manning stated he will provide a name for the Board's nominee in the near future. Mr. Bisignani suggested the Board approve his appointment of James Callahan, 4 Rosemary Rd, to the Conservation Commission. On a motion by Mr. Barrasso, seconded by

Mr. Manning, there was a unanimous vote in favor. Mr. Bisignani also suggested the Board approve his appointment of Robert D'Amico, 39 Maple Ave. to the Noise Abatement Committee. On a motion by Mr. Manning, seconded by Mr. Barrasso, there was a unanimous vote in favor.

**FY15 Water/Sewer Rates:** Mr. Bisignani suggested there be no increase in the FY15 water/sewer rates due to relatively minor increases in direct costs and the fact the enterprise fund contained \$800,000 in retained earnings. Mr. Manning made a motion to have the Town Administrator prepare a budget for the FY15 water and sewer enterprise fund that's based on maintaining the water and sewer rates identical to the current FY14 rates and to utilize approximately \$30,000 from the retained earnings, if necessary, to maintain last year's rates. In addition, he moved that the Town Administrator be asked to bring forward to the Selectmen in meetings over the next couple of months the expenditures that are expected in the upcoming year and rationale or projection of what level of retained earnings is appropriate in the water/sewer enterprise fund to ensure that we are not underfunding or overfunding the retained earnings that are kept in that enterprise fund. Seconded by Mr. Barrasso. Mr. Barrasso agreed that such a study be done. Mr. Lombard agreed to have all the facts before making a decision on the rates and retained earnings. After a brief discussion it was a Unanimous Vote in Favor.

**Adoption of Compost Area Management Plan:** Mr. Manning moved to adopt the Compost Area Management Plan as presented. Seconded by Mr. Barrasso, there was a Unanimous Vote in Favor. A motion was made to submit an additional article in the Warrant for another \$80,000 to pay the expenses of the compost area as outlined in the plan. Motion by Mr. Manning, second by Mr. Barrasso. Unanimous vote in favor.

**FY15 Warrant and Budget:** Mr. Manning asked the Town Administrator which warrant articles had been changed. The administrator mentioned a few numbers. Discussion then started as follows. Articles 16 and 17 which were zoning articles regarding FEMA maps and Bed and Breakfast operations were reviewed. Mr. Barrasso pointed out that there was an additional warrant article involving hedges that obstructed sidewalks that had not been included. The Board generally recognized that these zoning topics would be included to the extent that the Planning Board, after a hearing, would so recommend. The Town Administrator pointed out that Articles 26 and 27 covering continuing committees and accepting gifts had been revised slightly to include some missing committees. Mr. Manning called attention to articles 24 and 25 dealing with requests from the library trustees for consideration of starting a renovation plan and applying for grant funds for design studies. The Board also mentioned that \$80,000 for the Compost Area Management plan expenses was now included in the warrant. None of the other articles were discussed.

**Policy on Chapter 90 Funds for accomplishing Pavement Management Plan.** Mr. Manning moved that the Board adopt a policy of continuing its past practice of using Chapter 90 funds for paving in addition to the \$100,000 appropriated annually for the same purpose to meet the needs of the Pavement Management Plan and to agree that requests for capital equipment be made part of a separate warrant article. Seconded by Mr. Barrasso. Mr. Manning stated that in prior years the Town Meeting had considered using both fund sources to meet the requirements of the Pavement Management Plan which generally called for \$200,000 – \$250,000 each year. There

was general discussion that in the prior year over \$100,000 had been spent from Chapter 90 funds for a new large payloader. The Board expressed surprise that Chapter 90 rather than other grant funds had been used. After discussion, there was a Unanimous Vote in Favor of adopting the policy.

Mr. Manning moved that, in addition, the Town Administrator develop for the future year a list of the streets to be paved in accordance with the plan and a list of bid estimates for the work involved to accomplish the objectives of the Pavement Management Plan. Seconded by Mr. Barrasso, Unanimous vote in Favor.

**FY14 Year to Date Budget Expenditure:** Mr. Bisignani asked the Board if the form of the revised Appropriation Expenditures was better than the prior meetings form and if the revisions captured the Selectmen's prior suggestions. Mr. Manning stated the revised outline was now as in previous years and was the desired format. He also repeated his prior suggestion to highlight any areas of interest so they are easily noticed and referred to in discussion.

**Goals and Objectives as proposed by the Board of Selectmen:** Mr. Bisignani stated he has reviewed the goals and objectives and suggested he looked forward to feedback from the Board in June. Mr. Manning made a motion to adopt the goals and objectives as presented. Seconded by Mr. Barrasso. Mr. Barrasso agreed that open dialogue is the best objective. Mr. Bisignani mentioned that there were some objective items that he would like to discuss with the Board individually to ensure that he understood them. Mr. Lombard suggested the motion be put on hold to have one on one discussions to make sure the Town Administrator understands each goal and objective and will be placed on the next agenda for a vote. Mr. Bisignani stated he agrees with the objectives that he understands most objectives, but some are not clear to him, and he agreed to sit individually or collectively with the Board to clarify them. He also stated if any issues come up that they be brought to his attention immediately and not wait until the last moment. Mr. Manning suggested that a single list of objectives be created so that it would be clear that the requested objectives were those of the Board and had been accepted by each member both individually and collectively. Mr. Bisignani suggested the vote be held off until March 6, 2014. The Board agreed.

**Cemetery Expansion Plan:** Mr. Manning suggested a plan be put in place in order to move the development forward each year and asked if there are portions of it that can be done each year or wait until we are in a rush to develop the area. The Board agreed to proceed annually and to keep the discussion open and reexamine the prior report. Mr. Lombard suggested an article be placed in this year's warrant to upgrade and review the recent cemetery expansion plan. Mr. Manning suggested the Cemetery Committee meet with the Town Administrator to establish where we stand at this point and make future recommendations. Mr. Bisignani agreed to meet with the cemetery committee and report back to the Board.

**Town Counsel Report:** None

**New Business:** Mr. Barrasso suggested the sign that will be placed at the entrance of town needs to be discussed and decided on prior to the completion of the causeway. The Board agreed.

**Announcements:** Mr. Lombard thanked the Departments again for their excellent job on keeping the Town safe during the recent storms.

**Adjourned** at 09:41 pm. On a motion by Mr. Manning, seconded by Mr. Barrasso there was a Unanimous Vote in Favor to adjourn.

The minutes were prepared by Mary Lowe, Administrative Assistant.

The minutes were approved by the Board of Selectmen on the 20<sup>th</sup> day of February 2014.

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Board of Selectmen