

**Town of Nahant, MA
Board of Selectmen**

**Meeting Minutes
March 3, 2016 7:30pm**

**Michael P. Manning, Chairman, via skype, not present
Richard J. Lombard, Vice Chairman
Frank Barile, Secretary
Jeff Chelgren, Town Administrator**

1. Meeting Opening 7:30 pm

Pledge of Allegiance-led by Mr. Lombard.

- a. Opening Comments-None
- b. Approve Prior Minutes of February 11 & 18, 2016-On a motion by Mr. Barile, seconded by Mr. Lombard, it was a unanimous vote in favor to approve the minutes of the February 11 and 18 meetings as presented.

2. Special Events

- a. **State Grant Award Announcement**-Mr. Lombard stated he was pleased to announce the Town is a recipient of \$410,000 from the Seaport Advisory Council which will help improve the Town Wharf area. He thanked all involved including the Governor and Lt. Governor, Sen. Tom McGee and Rep. Brendan Crighton along with Administrative Assistants, Mary Lowe and Mary Ellen Schumann for all of their hard work and determination.
- b. **Fire Chief – Swearing in Ceremony**-A brief swearing in Ceremony for the new Fire Chief took place. His family, the Nahant Fire Department and Chiefs and firefighters from surrounding communities were in attendance.

3. Ongoing Business

- a. **Citizen’s Forum**-None
- b. **Library Director** – Library update- Sharon Hawkes, Head Librarian, thanked the Selectmen for helping with the library programs and reviewed the upcoming library schedule.

4. Town Administrator Report

- a. **Affordable Care Act** – Adopt the “Look Back” method (Variable hour employees)-Mr. Chelgren reviewed this process with the Board. On a motion by Mr. Barile, seconded by Mr. Lombard for discussion. Mr. Barile stated he would like this type of information sooner so he may have time to review the paperwork in a timely fashion and to be able to make a more informed decision. It was a unanimous vote in favor to adopt a 12 month look back period to determine an employee’s eligibility for coverage to comply with the Affordable Care Act.
- b. **Approve 2015 ATR Covers**-On a motion by Mr. Barile, seconded by Mr. Lombard to approve the recommended photos for the covers of the 2015 Annual Town Report as presented.
- c. **Town Meeting Warrant** – Existing Articles-Mr. Chelgren deferred this and the next two topics until the Board of Selectmen’s meeting scheduled for Thursday, March 7, 2016.

- d. **FY2017 Budget**-see above
- e. **Classification Study**-see above
- f. **Review Field Use Requests**-Mr. Chelgren stated the Event Request Form has been updated and any organization is required to fill this out in an effort to coordinate events occurring at the same time in the same vicinity. Mr. Lombard suggested this be put off for a couple weeks to see if more requests come in.
- g. **Follow-up items: Furbush** – Sanctuary Follow up-Mr. Chelgren stated he spoke to the DPW Superintendent, Gabe Federico and a local resident and came up with a list of issues to tackle over the next few months. He also stated there is a three year pump station plan in place as well. Mr. Barile made a motion to place a notice to residents on the next tax bill regarding Community Rating System, maps and any information regarding the FEMA Flood Insurance and will not increase postage, seconded by Mr. Lombard, it was a unanimous vote in favor.

Fee Schedule (moved to March 17th)

Personnel / Compensation Committee (moved to March 7th)

5. Old Business

- a.

6. New Business

- a.

7. Closing Announcements-Mr. Lombard read the announcements as presented.

- a. Charles Kelley Scholarship
- b. Mrs. Barile, Town Clerk, commented on the new location for voting that took place in the Tiffany Room on this past Super Tuesday, saying it went smoothly and thanked everyone who helped make the transition possible and the residents to adapting to this change.

8. Adjourn-On a motion by Mr. Barile, seconded by Mr. Lombard, it was a unanimous vote in favor to adjourn at 8:42pm.

The minutes were prepared by Mary Lowe, Administrative Assistant

The minutes were approved by the Board of Selectmen on the 17th day of March, 2016.

Board of Selectmen