

Town of Nahant, MA
Board of Selectmen

Meeting Minutes
17 July 2014 7:30

Present:

Perry Barrasso, Chairman
Michael P. Manning, Vice Chairman
Richard J. Lombard, Secretary
Mark Cullinan, Interim Town Administrator
Laurie Ballantine, School Committee

Meeting Opened at 7:30 pm

Pledge of Allegiance: Lead by Mr. Barrasso

Mr. Barrasso welcomed all to the meeting.

Approval of amended date of June 30, 2014 minutes: Mr. Lombard made a motion to approve the amended date. Seconded by Mr. Manning. Unanimous vote in favor to approve.

Approval of June 26 and June 30 minutes: Mr. Manning made a motion to approve June 26 and June 30 minutes. Seconded by Mr. Lombard. Unanimous vote in favor to approve.

Opening Remarks: Mr. Manning read a letter by Steve Arzillo and Paula Devereaux addressed to Chief Dwyer, commending Officer Steven Shultz for aiding their dog when the dog was hit by a car.

Ongoing Business:

Interim Town Administrators Contract: Mark Cullinan stated that he had taken his old contract and amended the dates in it. Charles Riley approved. One date was found to be incorrect however on reading. Motion to approve with the amended date. On a motion by Mr. Lombard, with a second by Mr. Manning, there was a Unanimous Vote In Favor to approve the contract as amended.

Mr. Barrasso thanked Mr. Cullinan for his tireless dedication to the Town.

Union Contracts: On a motion by Mr. Lombard, with a second by Mr. Manning, for discussion, Mr. Cullinan explained that the Police Fire, and DPW contracts, all call for wage increases of 1.5% for one year. Mr. Manning stated that additional clarification in the next fire union contract to expand on the past and current clause that the BOS have already previously ratified that ensure that the BOS won't hire, fire, or promote outside Civil Service guidelines. Mr. Lombard made an additional friendly amendment to make sure 1.5% covers all Town employees which was accepted by Mr. Manning. Unanimous Vote In Favor

Town Administrator Search Committee: Ms. Ballantine from School Committee questioned the status of the Search Committee. School Committee has recommended to Moderator that Mr. Quigley be allowed to serve. BOS have made recommendations as well. Moderator Mr. Conlin has been away on vacation and will start to form the Committee shortly.

Interim DPW Search: The existing contract for Robert Ward has been extended until 6/20/15 with a clause that BOS can cancel it at any time. Mr. Lombard praised Bob Ward's management. On a motion by Mr. Lombard, with a second by Mr. Manning, there was a Unanimous Vote In Favor to approve the contract extension.

Mr. Manning questioned whether the original job search should be abandoned entirely. Mr. Lombard suggested having a new Town Administrator in place first to build his/her own team. Motion made for Mr. Cullinan to talk to Search Committee and the top three candidates by Mr. Lombard, with a second by Mr. Manning, Unanimous Vote In Favor.

SumCo Compost Contract: Mr. Cullinan reviewed the bidding for the current contract covering removal of materials from the compost area.. The contract was bid in compliance with Chapter 30B and resulted in a low contract bid of \$239k with each years total allowance subject to annual appropriation. \$130k has been budgeted this year, so contract will be \$115k for compost cleanup this year with some remaining for other cleanup work. Motion to accept the contract as recommended by the Town Administrator by Mr. Lombard, with a second by Mr. Manning; Unanimous Vote In Favor.

Coughlin Environmental Water and Sewer Assessment: Mr. Cullinan recommended approving contract. Schedules and priority list good start for capital plan. Mr. Cullinan will begin flushing program in the next couple of weeks. Mr. Manning suggested in next water bills putting note not to use inlet water line filters as it can accumulate contamination and result in discolored water. Motion to approve contract as presented made by Mr. Lombard, with a second by Mr. Manning. Unanimous Vote In Favor

Coughlin Environmental General On-Call Engineering Services: Mr. Cullinan recommended the contract which had provided good use in the prior three years. A motion to approve the contract as presented was made by Mr. Lombard, with a second by Mr. Manning. Unanimous Vote In Favor

Town Administrator's Report:

Police Promotional Appointments: Mr. Cullinan stated that he had made the following appointments at the recommendation of Police Chief Robert Dwyer:
Sgt Manley to Lieutenant, effective 8/4/14,
Officer Constantine to Sergeant, effective 8/4/14,
And Officer Hogan to provisional fulltime pending successful passage of an exam within 30 days.

A motion to approve each appointment was made by Mr. Lombard, with a second by Mr. Manning. Unanimous Vote In Favor.

Mr. Lombard invited all to Lt Hutton's retirement party on 8/8/14 and praised and recalled his life saving efforts and 43 years dedicated service to the Town.

Lt Hutton was appointed to the reserve police roster effective 8/4/14 – 8/31/14 on a motion by Mr. Lombard, with a second by Mr. Manning. Unanimous Vote In Favor.

Management Report: Mr. Cullinan reviewed preliminary financials for the FY14 closing. All departmental performance and other accounts look good. Actual vs Budget FY14 Revenues shows a \$250k positive variance. Water and Sewer Enterprise Fund shows a \$3K negative variance. Rubbish Enterprise shows a \$13K negative variance. Expenditures shows a \$575K positive variance with encumbrances \$590K is estimated to be next years free cash after audit and certification.

Town Internal Audit and Contact with District Attorney: Mr. Manning made a motion to have the Town Administrator contact both the District Attorney and the audit firm so that they can confer prior to starting this years audit. Motion seconded by Mr. Lombard for discussion. Mr. Lombard said onus is on the Board of Selectman to contact the district attorney and ask the status of the investigation. Mr. Manning disagreed and explained his position and restated that the intent of his motion was in agreement with Mr. Lombards thinking and would make it clear to all that the BOS was acting to ensure that all parties were on the same page and that the auditors had access to all available information. On the motion made by Mr. Manning and seconded by Mr. Lombard, there was a Unanimous Vote in Favor of the BOS sending a letter to both the DA and our auditors request a meeting at audit start to share any needed information.

Preliminary Tax Certification: The Assessors state that preliminary tax certification is finished and is available online to view. Contact Sheila Hambleton with questions/requests.

Paving Bid: All State Asphalt lowest bidder and all documents correct. Contract in process.

State Ethics Commission: Population dropped under 3,500 which effects employees holding down two jobs and conflict of interest laws

Open Space and Recreation Plan Committee: Annual meeting reconfigured the committee and Mr. Cullinan has one interested party and asks for anyone interested in serving to contact him

Other Business: Mr. Barrasso again announced Lt Hutton's retirement party, August 8th, to celebrate his 42 years of service to the Town.

Adjourned at 08:26. On a motion by Mr. Lombard, seconded by Mr. Manning, it was a Unanimous Vote in Favor to adjourn.

The minutes were prepared by Mary Ellen Schumann, Administrative Assistant.

The minutes were approved by the Board of Selectmen on the 7th day of August, 2014.

Board of Selectmen