

Town of Nahant, MA
Board of Selectmen

Meeting Minutes
9 January 2014 7:30pm

Present:

Richard-J. Lombard, Chairman
Perry Barrasso, Vice Chairman
Michael P. Manning, Secretary
Andrew Bisignani, Town Administrator

Meeting Opened at 7:30 pm

Pledge of Allegiance: Lead by Richard Lombard

Mr. Lombard welcomed all to the meeting.

Opening Remarks:

1. Mr. Barrasso commented on the good job the DPW did on clean-up during the storm. Traveling from other towns into Nahant, our roads were in much better shape.

Approval of Minutes:

1. Motion by Mr. Barrasso to approve the 12/5/13 and 12/19/13 minutes. Seconded by Mr. Manning. Unanimous Vote in Favor.

Ongoing Business:

1. **Town Administrator Performance Evaluation & New Objectives:** Mr. Lombard will finish the evaluation to be reviewed by Mr. Bisignani and voted at the next meeting. Evaluation will be biannually at the fiscal half and end.
2. **Assistant Plumbing Inspector Appointment:** Mr. Bisignani announced that Phil Baldwin resigned as Assistant Plumbing Inspector. Mr. Lombard acknowledged his many years of service to the Town. Mr. Bisignani recommended Fran Cullinan be appointed as Assistant Plumbing Inspector. Mr. Manning moved to approve the appointment made by the Town Administrator. Seconded by Mr. Barrasso. Unanimous Vote in Favor.

Mr. Manning also mentioned that there was an opening on the Conservation Commission. Lenny Frisoli has resigned. Mr. Lombard thanked him for his time on the Commission. Interested residents should send a resume to the Town Administrator.

3. **Town Administrator's Contract:** Mr. Manning explained Mr. Bisignani's new contract was effective January 1, 2014 to June 30, 2017. It includes an increase in salary that is capped by Massachusetts Pension Laws. Mr. Lombard cited the

learning process for the Board in working with Mr. Bisignani's style of management, and the good job that he was doing. Mr. Barrasso stated that the contract is 2 ½ years to align with fiscal – not calendar year. Mr. Manning made a motion to approve the contract. Seconded by Mr. Barrasso. Unanimous Vote in Favor.

4. **Town Accountant's Contract:** Mr. Barrasso recognized Mrs. Waters as a "rock" for the Town and a reliable asset. Mr. Manning made a motion to approve the contract as presented. Seconded by Mr. Barrasso. Unanimous Vote in Favor.

Follow-Up Action Items:

1. **Veteran's Park Lighting:** Mr. Bisignani said this is moving forward.
2. **Additional Camera for BOS Meetings:** Mr. Bisignani is working with an individual that will train as a back-up for meeting coverage beginning in February. Mr. Lombard requested a second camera so viewers at home can see attendees of the meetings.
3. **Budgets:** Mr. Bisignani has submitted preliminary budgets for review to Board of Selectmen.
4. **Union Contracts:** Mr. Bisignani is negotiating with Police and will have DPW and Fire contracts the beginning of February.
5. **National Grid Double Poles:** Mr. Bisignani has arranged for a National Grid representative to attend the February 6th BOS meeting. He will bring a breakdown of double pole elimination progress.
6. **FEMA Funds:** Mr. Bisignani distributed spreadsheet showing funds applied for and awarded. The Board asked for some modifications and then discussion and review at next meeting.
7. **Dune Grass:** Mr. Manning stated that although the waves did come over the dunes in the storm, the breach was not as bad as the past. He recommended that the mud/sand clean-up be placed at the crest of the dunes to fortify them. Mr. Barrasso agreed and stated that the previous dune grass plantings helped and the new plantings held up. Mr. Manning suggested that the Town continue to follow Stantec's Short Beach Master Plan with continued plantings.
8. **Lobster Trap Lease Approvals:** Mr. Manning made a motion to approve those leases that had been sent in: Tim O'Keefe, Rick Moleti, Joel Marie, Paul Roy, Jim Passanisi, Bill Mahoney, Brian Mahoney, Ted Mahoney and Justin Mahoney. Seconded by Mr. Barrasso. Unanimous Vote in Favor.

Two leases remain outstanding: Mr. Barrasso made a motion to approve the remaining two leases upon receipt of the renewal fees. Seconded by Mr. Manning. Unanimous Vote in Favor.

New Business:

1. **Annual Report Covers:** Motion made by Mr. Barrasso to approve report covers. Seconded by Mr. Manning. Unanimous Vote in Favor.
2. **Board of Selectmen Annual Report:** Mr. Lombard is putting it together and will solicit input from the other Selectmen.
3. **New Agenda Procedures:** Mr. Manning would like to adopt new procedure to plan a proactive agenda. Mr. Barrasso agreed that a more uniform planned agenda prepared by the Town Administrator a week in advance with input from the Board will aid in preparation. Ms. Lowe will reformat the agenda form and will begin using it at the next meeting. Mr. Lombard would like to see a “public” open time for residents to address the Board after the opening remarks. Unanimous Vote in Favor

Adjourned at 08:26 pm. On a motion by Mr. Barrasso, seconded by Mr. Manning, there 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 23rd day of January 2014.

Board of Selectmen