

Stoneham Board of Selectmen – Minutes of Meeting of February 2, 2016

Chairman Thomas Boussy called the meeting to order at 7:00 p.m. Also present were Selectwoman Caroline Colarusso, Selectman John F. DePinto, Selectwoman Ann Marie O’Neill, Selectman Frank Vallarelli, Town Administrator David Ragucci and Attorney William Solomon.

The following minutes include the actions taken at the meeting and a brief summary of the discussions had by the Board of Selectmen. If you would like to hear detailed discussion please see the time listed next to each agenda item and go to Stoneham TV on Demand available from the homepage www.stoneham-ma.gov

Pledge of Allegiance

Senior Center Update/Maureen Canova (Time 1:08-31:00 on Stoneham TV on Demand)

Maureen Canova the Director of the Senior Center gave a Board an update. She stated that The Council on Aging’s (COA) Senior Center is the community focal point for local support services for older adults 60 years of age and older, their families and their caregivers. The COA/Senior Center strives to create programs that specifically address the interests, concerns and needs of this demographic that support “aging in place” successfully in our community. Programming is a collaborative effort with input from older adults, the COA Board of Directors and Senior Center staff. Mrs. Canova stated that currently, the Senior Center serves approximately 1,000 residents per week; a 100% increase since 2009. A number of factors are attributed to this increase including fuller and more diversified program offerings (over 40 per week), collaborations with departments, civic organizations, and businesses in the community, marketing and public relation efforts and the natural increase in the number of older adults retiring daily (nationally 10,000 individuals retire each day and will continue to do so through 2020). By fostering positive working relationships with other town departments and external partners, the COA is able to offer a wide range of programs. Mrs. Canova discussed the ongoing programs at the Senior Center. She discussed the budget and staffing as well as the recent improvements to the Senior Center. Mrs. Canova discussed upgrades accomplished through in kind gifts and fundraising. She discussed concerns she has about the Senior Center. Mrs. Canova informed the Board of the grants, sponsorships and in kind giving the Senior Center has received. Mrs. Canova stated the goals for 2016 are 1) Resident Service Coordinator (RSC) position filled at Stoneham Housing Authority 2) TRIAD – 3 programs - Take Back, Home Assessments 3) Substance Abuse Forum, 4) Senior Insights – television program informing seniors of various topics, 5) Boy and Girls Club – Collaboration for use of space and Computer Classes 6) Transportation – North Regional Coordination Council (RCC) regional planning and 7) Stoneham Transportation Advisory Committee (STAC) identifying local needs and creating action plans. The Board and Mrs. Canova discussed the antenna rentals. The Board stated she is doing a wonderful job.

Patriot on Line Permitting/Town Administrator (Time 31:49-45:36 on Stoneham TV on Demand)

Angelina Milinazzo gave a brief description on what the Patriot on Line Permitting Program can offer the Town. The Board asked specific questions on what capabilities their program offers. Mr. Ragucci states this program is significantly less the Viewpoint and the Assessor, Building Inspector and Tom (IT) all agree the Patriot works for all of them. The Board requests that Angelina attend the February 16, 2016 Selectmen’s Meeting and show a demonstration of the program. Selectwoman O’Neill would like a comparison of the two companies from Town Administrator Ragucci.

Technology Needs/Cicatelli (Time 45:49-76:41 on Stoneham TV on Demand)

Tom Cicatelli was present to ask the Board for funding in the amount of \$15,200.00 to upgrade the servers and add a copier to the building department. Mr. Cicatelli explained to the Board that the servers are maxing out at their capacity and instead of spending \$1,800.00 annual maintenance fee he states it would make more sense to purchase another copier for \$5,200.00 for the building department where their printing load will be expanding due to the coming projects and the current printer cannot take on that extra printing. Selectman DePinto made a motion to approve \$5,200.00 of the Fallon Road Mitigation Money be used to purchase the printer, seconded by Selectwoman O’Neill and **unanimously voted (5-0)**. The Board instructed Tom Cicatelli, Bill Solomon and Dave to look into using RCN cable money to purchase the server upgrades in the amount of \$10,000.00. The Board would like to see these expenses worked into the IT budget annually.

Revised Impact Fee Agreement for the Billboard/Memo from Smitty’s Way Developer (Time 77:01-91:55 on Stoneham TV on Demand)

Attorney Charles Houghton went over all the track changes with the Board. Attorney Solomon explains these changes to the Board. Selectman DePinto made a motion to enter into the Development Agreement as amended, seconded by Selectwoman O’Neill and **unanimously voted (5-0)**.

Meeting recessed at 8:35 p.m.

Liquor Licensing Authority

Selectman DePinto moved to go into Liquor Licensing Authority and return as the Board of Selectman, seconded by Selectwoman Colarusso.

Voting in Favor:

- Selectwoman Colarusso
- Selectman DePinto
- Selectwoman O’Neill
- Selectman Vallarelli
- Chairman Boussy

Motion was unanimously voted (5-0).

Meeting reconvened at 8:37 p.m.

Request for Special Town Meeting (Time 94:57-140:00 on Stoneham TV on Demand)

Dr. Les Olson the Superintendent of Schools was present to request a Special Town Meeting in March to replace the boilers at the High School. The Board asked questions and discussed their concerns with the Superintendent and School Committee. The Superintendent and the School Committee explained why this Special Town Meeting is necessary in March. Jim Sullivan, 6 Sunset Road spoke. Dolly Wilson, 181 Central Street spoke. Joan Lemire, 12 Fairview Road spoke. Selectman DePinto made a motion to hold a Special Town Meeting at the High School on March 14, 2016, seconded by Selectman Vallarelli and **unanimously voted (5-0)**.

Review Warrant Articles for Town Meeting (Time 140:46-179:22 on Stoneham TV on Demand)

Chairman Boussy states the Board just passed a new policy that any item had to go through the Board of Selectmen and submitted by the 27th for non-financial and the 21st for financial. Chairman Boussy states they assume they have all the articles unless there is an emergency within the next several weeks. Chairman Boussy states now they are deciding whether they are putting them on the Town Meeting so if there are any articles we don't want on Town Meeting it gives people time to get signatures. He states there is an article in here that will extend the warrant open period so they can get the articles discuss them and push them off to the Finance Board and they can make their recommendation. Chairman Boussy asks if anyone has objections to any of the revolving accounts. The Board has no objections. The Board goes through the articles: 1) Town Meeting Warrant Article Opening, Deadlines and Notice. Selectman DePinto made a motion to accept, seconded by Selectwoman Colarusso and **unanimously voted (5-0)**. 2) Cable Article. Selectwoman O'Neill made a motion to accept, seconded by Selectman DePinto and **unanimously voted (5-0)**. 3) Election, Choose all other necessary Town Officers, Town Reports and Salary articles. No objections and **unanimously voted (5-0)**. 4) Revolving Accounts. No objections and **unanimously voted (5-0)**. There was a discussion amongst the Board on the process of warrant article submissions. 5) Prior Year Bills. No objections and **unanimously voted (5-0)**. Selectman DePinto made a motion to accept the articles the Board just reviewed, seconded by Selectwoman Colarusso and **unanimously voted (5-0)**. 6) Spaulding Road section one & two and Winship Drive articles. The Board will not sponsor these articles and **unanimously voted (5-0)**. 7) Approve Chapter 235 of Acts of 1994 article. No objections and **unanimously voted (5-0)**. 8) High School Boiler article. Selectwoman O'Neill made a motion to approve the article for the Special Town Meeting on March 14, 2016, seconded by Selectman DePinto and **unanimously voted (5-0)**. 9) OPEB article. Selectman DePinto made a motion to accept, seconded by Selectwoman Colarusso and **unanimously voted (5-0)**. 10) Farmers Market article. Selectwoman O'Neill made a motion to accept, seconded by Selectman DePinto and **unanimously voted (5-0)**. 11) TIF article. Selectman Vallarelli made a motion to accept, seconded by Selectman DePinto and **unanimously voted (5-0)**. 12) Turf Field. Signatures have been submitted. 13) Recreation Department Revolving Acct article. Selectwoman O'Neill made a motion to accept, seconded by Selectman DePinto and **unanimously voted (5-0)**. 14) Budget article. Selectman DePinto made a motion to accept there is a budget and **unanimously voted (5-0)**.

See Click Fix Discussion/O'Neill (Time 179:23-182:40 on Stoneham TV on Demand)

Selectwoman O'Neill states she wanted to put this on because there a point where we had very many open and unanswered see click fix items. She states she put it on and she asked Dave to reach out to the Department Heads and have them all closed and if there was a reason why something couldn't be closed then to come here tonight and share what the reason why it couldn't be closed. Selectwoman O'Neill states she looked and there are a couple that seem to keep opening and closing. She states she is okay with that she states she just wants to be timely. She knows the departments are doing the best they can to reach out. It is a tool that people seem to really like. Selectwoman O'Neill states it is good PR for department heads when they act on it really quickly. She states she likes to keep her eye on it and if we start piling up then we should just find out why. Town Administrator Ragucci states the department heads get monthly reminders to look at see click fix. There was a discussion regarding the opening and closing of issues and blocking content that have been noticed on the program. Selectwoman O'Neill thanks Mr. Ragucci and the department heads.

Sign Primary Presidential Warrant (Time 182:41-183:12 on Stoneham TV on Demand)

Selectman DePinto made motion to sign the Primary Presidential Election, seconded by Selectwoman Colarusso. **Motion was unanimously voted (5-0)**.

Sign Certificates of Appreciation for Ice Rink Sponsors (Time 183:14-185:36 on Stoneham TV on Demand)

Chairman Boussy states the rink was open when it was cold and it was fantastic. He states there are seven sponsors who really stepped up and put a lot of money, time and effort into it. Chairman Boussy would like to thank all the sponsor particularly Celli Century 21 and Cassidy Landscaping. He also would like to also thank Salem Five, Joe Coluntino, State Representative Michael Day, Al Sciola and Stoneham Motor Company.

Funding for Stevens Street/Park & Marble Intersection (Time 185:37-192:40 on Stoneham TV on Demand)

Selectman DePinto made a motion to use \$114,000.00 from the Parks & Streets Account to fund Stevens Street sidewalks, seconded by Selectman Vallarelli and **unanimously voted (5-0)**. Selectman DePinto made a motion to use \$138,000.00 from Fallon Road Mitigation money to fund Park & Marble Intersection, seconded by Selectwoman Colarusso and **unanimously voted (5-0)**.

Verizon Cable Renewal Process (Time 192:41-193:52 on Stoneham TV on Demand)

Attorney Solomon stated he talked to Verizon and they asked if they could continue to do this informally up until a certain date because they have been working on their policy out of corporate and they have not set it yet in terms of renewals. He states he set them a document stating the Town would agree to continue informally speaking the license is up in June, and if May they have not reached an agreement we will send them an RFP. He is asking to Board to authorize to enter into an agreement with Verizon giving them more time to discuss reaching a license going forward. The Board agrees.

Approve Minutes (Time 193:53-194:36 on Stoneham TV on Demand)

Selectwoman O'Neill has changes to the meeting minutes of 1/19/16. Selectman DePinto made a motion to approve meeting minutes of 1/26/16, seconded by Selectwoman O'Neill and **unanimously voted (5-0)**. Attorney Solomon stated to Selectwoman Colarusso that he brought the minutes of the 19th if she would like to add those. Selectwoman Colarusso stated she looked at them and they are fine.

Golf Course Contract (Time 194:37-206:33 on Stoneham TV on Demand)

Town Administrator Ragucci gave the Board an Executive Summary of the Golf Contract. Selectwoman O'Neill stated along with Chairman Boussy that Mr. Ragucci did a great job on the Executive Summary and thanks him. Mr. Ragucci asks if he can invite the Golf Contractor to the next meeting to introduce him to the Board. Selectman DePinto made a motion to accept the Golf Contract, seconded by Selectman Vallarelli and **unanimously voted (5-0)**.

Fire Chief Car Discussion Continued (Time 206:34-207:18 on Stoneham TV on Demand)

Town Administrator Ragucci states there is no need for a discussion on this. They are going to remove the equipment from the Chief's car because he is giving it to his son. They will installing the equipment into the new Chief's personal car for now and are planning to come to the October Town Meeting to ask for dollars to purchase a used Fire Chief vehicle.

Town Administrator (Time 207:24-217:39 on Stoneham TV on Demand)

Town Administrator Ragucci informs the Board that the candidate for Town Accountant has accepted the position. Mr. Ragucci drafted the terms of agreement He is scheduled to for his CORI and physical. Mr. Ragucci needs Chairman Boussy's signature. The new Town Accountant is scheduled to start on February 22, 2016. Mr. Ragucci states they discussed Ron position once the new Town Accountant starts and they agreed to have Ron to stay through October Town Meeting that way we get a budget cycle, closing of the books in July, free cash certification and adjustments in October. Mr. Ragucci stated that Ron would be willing to come to work 2-3 days a week as an Interim Finance Liaison and use his earned time for the other days. Chairman Boussy asks what the pay is. Mr. Ragucci states \$89,000.00 and change. Mr. Ragucci states he emailed the contract for Don and Ron to the Board. Mr. Ragucci will resend the email and Chairman Boussy will go to Dave's office tomorrow to sign. Town Administrator Ragucci states Cop Sync from the last meeting is a really good program. Mr. Ragucci met with Brandon, the Police Chief and Les Olson. Mr. Ragucci states Les and the Police Chief are doing their due diligence by checking out a couple other communities. Mr. Ragucci states the cost is about \$2,400.00 per building so for 10 town buildings plus \$1,500.00 terminal cost the whole cost would be around \$25,000.00 you would be sitting on a tremendous system. Mr. Ragucci will report back next week or the second meeting in February. Mr. Ragucci states the Governor puts out house one around this time. House one is showing the Town of Stoneham is doing okay that we got an increase of over \$200,000.00 in our local aid in Governor Baker's budget. He states this is a high hurdle and a great thing for us. He states the next hurdle is our health insurance. He states the first week in March we should know what GIC is going up higher than the 5% that Mr. Ragucci is projecting.

Miscellaneous

There were no miscellaneous topics for discussion.

Executive Session

The Board did not go into Executive Session.

Selectman DePinto made a motion to adjourn, seconded by Selectwoman Colarusso **and unanimously voted (5-0)**.

Meeting adjourned at 10:35 p.m.

Respectfully submitted,
Erin Sinclair