

DRAFT

BOARD OF SELECTMEN

Meeting Minutes

Wednesday, September 27, 2017

Swampscott, MA 01907

Attendance: Chairman, Naomi Dreeben, Vice Chair Laura Spathanas, Selectman Don Hause, Patrick Jones, Peter Spellios, and Town Administrator, Sean Fitzgerald.

Appointments & Promotion:

Fire Chief Kevin Breen recognized retiring firefighter Remo Zimbaldi for his thirty-three years of service to the Town.

The Board voted on a motion by Selectman Jones to promote William Vouboukis to the rank of Fire Lieutenant for the Swampscott Fire Department, seconded by Selectman Spellios.

Fire Chief Kevin Breen gave a brief explanation of recent improvements at the Swampscott Fire Department.

Boards & Committee Appointments:

Ms. Deborah Bogardus of the Andrew's Chapel Committee requested the Board approve a change of name to the Andrew's Chapel Use and Maintenance Committee.

The Board voted unanimously on a motion by Selectman Jones to approve the name change of Andrews Chapel to a new name called the Andrew's Chapel Use and Maintenance Committee and to make an appointment of the following to a three-year term ending on June 30, 2020, Dana Anderson, Deborah Bogardus, Marilyn Cassidy, Mary Cassidy, Gina Bush and Anne Quagrello, seconded by Selectman Hause. The Board recognized retiring members.

The Board voted unanimously on a motion by Selectman Jones to re-appoint the following members to the Athletic Field Advisory Committee, Melissa Caplan, Scott Cohen, Robert Dobias, Joe Ford, Marianne Hartman, Alice MacDonald for a term to expire in three years ending June 30, 2020 and Danielle Strauss as ex-officio with a term to end in one year on June 30, 2018, seconded by Selectman Hause.

The Board voted unanimously on a motion by Selectman Spathanas to vote to re-appoint the following members to the Disability Commission to expire in three years ending on June 30, 2020, Nico Flannery Pitcher, Sam Paster and Rupinder Sembhi, seconded by Selectman Hause.

Tricia Malphrus, Chair of the Disability Committee requested the Board of Selectman to change the status of a liaison from the Board of Selectman to a non-voting member of the Disability Committee.

Selectman Dreeben would be happy to discuss some present ideas to have another representative of the Board but not a member of the Board -will be discussed with the Board.

The Board voted unanimously on a motion by Selectman Hause to re-appoint Jean Reardon and Richard Smith to the Historical Commission for a three-year term ending in June 30, 2020, seconded by Selectman Spathanas.

The Board voted unanimously on a motion by Selectman Jones to re-appoint the following members to the Renewable Energy Committee, Tara Gallagher, Wayne Spritz, Thomas Dreeben, John Graff, Ryan Hale, Samantha McCafferty, Rebecca LeBlanc and Christina DePalma to a three-year term ending June 30, 2020, seconded by Selectman Spathanas.

The Board voted unanimously on a motion by Selectman Spathanas to appoint Paul Debole to the Republican Town Committee, Board of Registrars, for a term of three years ending on June 30, 2020, and the appointment of Sue Duplin to the Board of Registrars for a year term ending on June 30, 2018, seconded by Selectman Hause.

The Board voted unanimously on a motion by Selectman Spathanas to re-appoint the following members to the Cultural Council for a three-year term ending on June 30, 2020, Sara Hepburn Rick Jakious, Debra LaKind, Erin Ryan, Beth Balliro, Phillip Bereaud, Barbara Eldridge, Sara Ewing, Jessica Bombardier and to appoint new members Carolina Velasquez and Shayne Spaulding for a three-year term ending June 30, 2020, seconded by Selectman Hause.

The Board voted unanimously on a motion by Selectman Spathanas to re-appoint Thomas Driscoll to the Retirement Board for a three year term ending June 30, 2020, seconded by Selectman Jones.

The Board voted unanimously on a motion by Selectman Jones to re-appoint Jim Olivetti, Tonia Bandrowicz, Richard Smith, Angela Ippolito and Tania Lillak to the Open Space and Recreation Committee for a three year term to expire on June 30, 2020, seconded by Selectman Spathanas.

The Board voted unanimously on a motion by Selectman Jones to re-appoint Milton Fistel, Ryan Patz, Shannon Cudmore, Jackson Schultz, Steven Speranza, William Waters, Ulf Westhoven, Mark Wolinski Larry Sweazy, Amy Powell and Scott McBurney to the Harbor Advisory and Waterfront Advisory Committee for a three-year term to end on June 30, 2020, seconded by Selectman Spathanas.

The Board voted unanimously on a motion by Selectman Jones to appoint Nathan Goldstein and Sara Hepburn as new members to the Open Space and Recreation Committee for a three year term to expire June 30, 2020, seconded by Selectman Hause.

The Board voted unanimously on a motion by Selectman Spathanas to re-appoint Danielle Strauss for a one-year term expiring on June 30, 2018 and the appointment of Lyuda Sutherland, Jacquelyn Quann, Joan Ferraro, to the Recreation Committee for a three year term to end on June 30, 2020, seconded by Selectman Jones.

The Board voted unanimously on a motion by Selectman Jones to re-appoint Mounzer Aylouche as a Shellfish Constable and Assistant Harbormaster for a one-year term ending on June 30, 2018, seconded by Selectman Hause.

The Board voted unanimously on a motion by Selectman Jones to re-appoint Cabot Dodge, Joseph Fields as Constables for the Town of Swampscott for a term of three years ending June 30, 2020, and Paul Minsky to also serve Town Warrants, seconded by Selectman Spathanas.

The Board voted unanimously on a motion by Selectman Jones to re-appoint Hugh Schultz (Jim), Jean Reardon and Chris Ratley to the War Memorial Scholarship Fund Committee, for a term of three years ending June 30, 2020, seconded by Selectman Spathanas.

The Board voted unanimously on a motion by Selectman Hause to appoint Andrew Steingiser to the Historic District Commission for a term of three years to end on June 30, 2020, seconded by Selectman Spathanas.

The Board voted unanimously on a motion by Selectman Jones to appoint Jim Schultz as the Veterans Agent for a one-year term to expire on June 30, 2018, seconded by Selectman Spathanas.

The Board voted unanimously on a motion by Selectman Jones to re-appoint Mounzer Aylouche as the Assistant Harbormaster for a three-year term ending on June 30, 20120 seconded by Selectman Hause.

Budget update:

Ron Mendes, Town Accountant and Assistant Town Administrator spoke on the following:

- *FY17 Expenses*
- *FY 18 Budget template*
- *FY 19 Budget process & due dates for information.*
- *Design of a budget workbook*
- *Collection of unpaid taxes*
- *Procurement policy & procedures.*
- *Capital Improvement request due in September.*
- *Capital planning process / Department Heads request and timeline.*
- *Classification Tax Hearing will be heard in November.*

Selectman Dreeben inquired if the School Departments budget format has changed.

Selectman Spellios spoke on twelve-month projects, Capital Improvement Committee not ready to answer Capital Request at this time, have not had a solid role-need to understand the process and will need some teaching on this.

Votes of the Board

The Board voted unanimously on a motion by Selectman Spathanas to approve meeting minutes from May 10, 2017 and June 21, 2017 seconded by Selectman Hause.

The Board voted unanimously on a motion by Selectman Spathanas to approve a request for local home funds for the Machon Redevelopment Project, seconded by Selectman Hause.

The Board voted unanimously on a motion by Selectman Spellios to approve the following Traffic Advisory Committee's recommendation, handicap parking restriction-30 Grant Road, speed limit reduction-Nason Road, on-street parking restriction -523 & 531 Humphrey Street, on-street parking restriction-72 Roy Street. seconded by Selectman Hause.

Town Administrator's Report:

- *Rail Trail meeting with abutters still on going.*
- *White Court & Library 100th Birthday/ great free events in Town.*
- *City of Salem -Regional procurement-asking the Board to support these ongoing conversations.*
- *MSP Accreditation Program / Police Department*
- *First responders training programs -dealing with trauma -for all Staff, Police & Fire*
- *Community Compact -Best practices -\$20K -in funding / long range forecasting capital planning from these state funds & resources*
- *Complete Streets funding*
- *New state van for the senior center staff*
- *Flu Clinics/ Health Department*
- *Unibank –bond rating increase*
- *Traffic Recommendation -see votes of the Board.*

Selectman's Time:

Selectman Hause asked if a list could be made up of some items that could be done administratively to free up some time for budgets and financing of the Town as agenda items.

Selectman Dreeben recognized the Swampscott Public Library Staff, Trustees of the Public Library and the community who came out to support the Library's 100-year-old birthday and to celebrate the importance of this institution in the Town.

Adjournment:

The Board voted unanimously on a motion by Selectman Spellios to close meeting, seconded by Selectman Jones.

True Attest:

*Maureen Shultz,
Administrative Assistant*