Meeting Minutes 6/10/25

Overview of Meeting Minutes
The meeting, called to order at 6:02 PM
Key Motions and Actions

1. **Approval of June 3rd Meeting Minutes**
   - **Motion: Approve the minutes of the June 3rd meeting.**
   - **Outcome: Passed unanimously with no discussion.**
   - **Note: Minutes from April 29th and May 27th were tabled due to insufficient attendees from those meetings being present.**

2. **Agenda Adjustment**
   - **Motion: Skip agenda item 3 (pole hearing) until 6:15 PM and move to item 4.**
   - **Outcome: Passed unanimously.**

3. **Appointment to Cable Advisory Committee**
   - **Motion: Accept Eric as a member of the Cable Advisory Committee.** Von Bleiker
   - **Outcome: Passed unanimously with no discussion.**
   - **Note: A spelling error in Eric's name was noted but dismissed as minor, to be corrected later.**

4. **Massdot Route 9, Phase Two Municipal Design Agreement**
   - **Motion: Authorize TA as the signatory for the Route 9, Phase Two project.**
   - **Outcome: Passed unanimously.**
   - **Details: The agreement involves resurfacing and related work from 800 feet west of Welcome Road to Pierce Road. This motion authorizes a signatory for the contract, not the project itself, which was previously approved.**

5. **Assistant Harbormaster Job Description and Position Creation**

- **Motion: Approve the amended job description for the Assistant Harbormaster and create the position.**
- **Outcome: Passed unanimously.**
- **Details: The job description was amended to remove bracketed details (e.g., specific distances and references to environmental police). The position is non-sworn, with ad hoc hours (budgeted for 40 hours total). The role may involve operating a boat, though it's not a requirement. The goal is to have someone in place by July 4th for an educational campaign on the lake.**

6. Sergeant Promotional Process

- **Motion: Approve the sergeant promotional process with the following weighted components: 10% cover letter/resume, 25% panel interview, 25% writing assessment, 25% scenario questions, 10% chief's interview, and 5% select board/town administrator interview.**
- **Outcome: Passed unanimously.**
- **Details: The process targets two internal candidates, with a start date around July 1st, likely concluding in August due to scheduling constraints. A non-biased panel of external lieutenants and chiefs will conduct most assessments, with a select board interview added for transparency.**

7. Right of First Refusal – 213 Long Hill Road (Lot 501)

- **Motion: Waive the town's right of first refusal for 2.6 acres at 213 Long Hill Road.**
- **Outcome: Passed unanimously.**
- **Details: Rollback taxes were paid, and both the Conservation Commission and Planning Board waived their rights. No appraisal or purchase by the town was pursued.**

8. Public Hearing – Utility Pole Installation on Wigwam Road

- **Motion: Approve the installation of a new 35-foot stub pole (Pole 3184) on Wigwam Road as part of the Mastock Project.**
- **Outcome: Passed unanimously.**

- Pole Hearing The hearing, opened at 6:28 PM, confirmed proper posting (published May 23rd and 30th). No public objections were raised. The pole replaces an existing one, with potential delays in removing the old pole due to coordination with Verizon.

9. Three-Year Electricity Aggregation Agreement
   - Motion: Authorize the Town Administrator to enter into a three-year energy aggregation supply agreement starting December 2025, prioritizing maximum price stability at the best possible price.
   - Outcome: Passed unanimously with no further discussion.
   - Details: The agreement aims to secure a lower electricity rate for residents (projected at 0.1434 vs. 0.14672 for basic service). The authorization allows the TA to finalize the contract once bid numbers are confirmed.

10. Treasury Warrants
   - Motion: Approve and sign the treasury warrants as presented.
   - Outcome: Passed unanimously.
   - Details: The signing process was ongoing during the meeting to maintain efficiency.

11. Town Administrator's Report
   - Key Updates:
     - Town Hall Project: Exterior work began, with roof damage (slate) identified. Quotes for repairs and potential change orders are forthcoming. Orange and blue spray paint marks indicate contract-covered vs. additional work.
     - Parking Solution: Due to construction-related parking issues, police vehicles will be taken home temporarily. The chief will notify the union to avoid future conflicts.
     - Master Plan Implementation: The TA submitted a master planning application post-town

meeting. Discussions with CMRPC will resume to implement the existing plan, focusing on economic development and a public safety complex. A committee with diverse stakeholders (businesses, non-department heads) is proposed, with skill sets to be defined in future meetings.

- Payroll Discrepancy: A highway worker's pay was misaligned with the contract grade table due to an outdated wage schedule. The issue, affecting FY25 and potentially FY26, was caught and will be corrected retroactively for FY25. The FY26 budget is unaffected as it's not line-item specific.
- Green Communities Projects: Contracts for school, highway, and fire department projects (e.g., heat pumps, boiler upgrades) are underway, with work starting post-school year.
- Library Maintenance: Mold on exterior bricks and clogged gutters require cleaning and possible repointing. A $25,000 article from a prior year will fund this, with a formal request for quotes in progress.
- USDA Water Project: The TA is actively involved with the USDA for a water project, requiring extensive coordination with water commissioners. A conference call with USDA's team is scheduled, and the town aims to secure funding from a limited pool before it expires

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- Discussion: The TA emphasized proactive communication with USDA and local departments, addressing portal issues and ensuring alignment. Suggestions were made to explore an electronic time-tracking system to prevent future payroll errors, though this would require union negotiation due to changes in working conditions.

12. Meeting Adjournment
    - Motion: Close the meeting at 7:07 PM.
    - Outcome: Passed unanimously.
    - Details: The next meeting is scheduled for June 24th at 6:00 PM.

		6/24/25	
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