# HAMILTON BOARD OF SELECTMEN

### MINUTES OF MEETING

Teleconference

March 15, 2021 

Selectmen Present:

Chair Shawn Farrell, William Olson, Darcy Dale, Rosemary Kennedy, and Jamie Knudsen

Town Manager:

Other Town Staff Present:

Joe Domelowicz Jr.

Department of Public Works Director Tim **Olson and Town Counsel Tom McEnaney** 

\* This meeting was conducted via Zoom teleconference with all the above participants remaining in their homes.

# Call to Order/Pledge of Allegiance

Chair Shawn Farrell called the Board of Selectmen (BOS) teleconference to order at 6:32 p.m. and took roll call. The full board was present: Mr. Farrell, Rosemary Kennedy, Darcy Dale, William Olson, and Jamie Knudsen. The Pledge of Allegiance was recited.

#### **ANNOUNCEMENTS & BOARD OPENINGS**

# Board and Committee Openings

- Human Rights Commission—five openings
- Hamilton Historic District Commission—two openings
- Zoning Board of Appeals—one opening
  Open Space Committee—one opening
- Planning Board—two associate member openings

#### Public Comment

Tosh Blake, 217 Sagamore St., asked if the video of the Human Rights forum was online yet. Mr. Domelowicz said it was on the Town's YouTube, but not yet on HWCAM. Mr. Blake asked if videos of Human Rights Commission (HRC) meetings would be online. Mr. Farrell replied yes.

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#### **Selectmen/Town Manager Reports**

Ms. Kennedy deferred reporting on the Town Hall Building Committee (THBC) because it is on the agenda. She thanked the Human Rights forum moderator and speakers for sharing their stories, saying they evoked empathy in her and that the event was a moving endeavor. She said she was grateful they had the opportunity to talk about the issues discussed.

Mr. Olson reported the School Committee voted to open K-12 for in-person learning starting April 5, but families will have the option to remain remote for the rest of the school year. The vaccination process started for teachers. The school budget was approved. The Planning Board (PB) is beginning a dialogue on rezoning issues downtown.

Ms. Dale acknowledged Women's History Month and Women's Day (March 8). She highlighted laws passed in support of women and work still left to do.

Mr. Knudsen reported on the Affordable Housing Trust (AHT) and Hamilton Development Corporation (HDC) by saying that work was beginning at 59/63 Willow Street and the project includes affordable housing.

Mr. Farrell said the Community Preservation Committee (CPC) unanimously approved the THBC application for an additional \$1M in bonding for the Town Hall renovation. He said this is good news in that, if approved at Town Meeting, the amount will not go on the general tax of the Town.

Town Manager Joe Domelowicz Jr. said the Council On Aging (COA), with the help of volunteers, was looking to open up the Senior Center to about a dozen people at a time for a couple of hours a day while adhering to public health guidelines. Social isolation of seniors has been a concern of the COA. Details are being finalized for a "grab and go" dinner for seniors to celebrate the arrival of spring and will be posted on the Town website. Progress on the cell tower behind Town Hall continues.

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### Department Head Report—Police Chief Russell Stevens

Chief Stevens reported that the Police Department is up for re-accreditation, which has happened every three years since 2012. Assessors will be coming in and he invited board members to be part of the process. To be fully accredited, the Police Department must review all motor vehicle stops and include the race and sex of every operator stopped, as well as review all arrests made by each individual officer. Policies are reviewed and exams are given to the officers. Chief Stevens reviewed recent mandated and optional trainings. He noted recent retirements. He discussed statistics over the past year, which showed a decline in traffic stops and calls for animal control since many people are staying at home. He reviewed grants received; one is to put body cameras on all officers. He discussed the drug takeback program, Stuff-a-Cruiser toy drive, Citizens Police Academy, and Public Safety Day.

Ms. Kennedy commented she hoped the Chief would forward his PowerPoint slides to the BOS as she found the statistics interesting. He replied that he would.

Mr. Farrell had questions pertaining to the cost of storing video footage from the body cameras. The cost of the batteries was also discussed by Chief Stevens. Referring to the crime statistics discussed, Mr. Farrell noted identity fraud and unemployment fraud had increased. Construction and the second second states of the second s second se second s second s second se

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#### AGENDA

### Approve Minutes of BOS Meeting, Jan. 19, 2021—Vote

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Ms. Kennedy provided two edits to the minutes. The first was that the date for the closing of election applications should be March 18. The second was to insert the word "to" in front of "talk with candidates." A second second water to gather these of the structure second s

## Decision:

Ms. Kennedy made a motion to approve the Jan. 19, 2021 BOS minutes with the two amendments. Ms. Dale seconded the motion. A roll-call vote was taken with "aves" from Ms. Kennedy, Ms. Dale, Mr. Knudsen, Mr. Olson, and Mr. Farrell, (5-0) unanimous. and Marin Balance (Marintonia) filosofia a cash yini an filizi siya <mark>alin sona an an ana ang sana</mark> sa ang Marintan sa sa Maring ya ka sa kata balance (sa sa kata balangan antara kata kata basa sa sa sa sa sa

### Town Audit Review—Jim Piotrowski of CLA [CliftonLarsonAllen]

The audit manager, Mr. Piotrowski, introduced himself and gave key financial highlights from the audit. He said the report opined on the Town's financial statements and internal control. [Four audit documents for the year ending June 30, 2020 had been emailed to the BOS along with the meeting packet.] Mr. Piotrowski said the Town received an unmodified opinion on its financial statements, which was the best opinion available. He said the financial statements were in compliance with accounting principles. No deficiencies were 1111 noted. and the state of the second state of the

The Management Letter had six comments, one which was new and the others recurring. The new comment related to a variance in the general ledger for building permits, which he said wasn't material. He said the Town continued to have a healthy general fund balance (\$8.5M) and stabilization fund balance (\$1.2M). He discussed key liabilities, such as the **OPEB** [Other Post-Employment Benefits]. Pertaining to the comments in the Management Letter, he suggested best practices, such as tightening up passwords and user access. The other comments pertained to having a centralized place for processing cash receipts, having a risk assessment monitoring plan in place, and looking at how leases are reported. 1.1.1.1.1

Ms. Kennedy asked for more information about the cash payments. Mr. Domelowicz explained that past practice was to pay the Town Clerk for a dog license or the Fire Dept. for a burn permit, but now the Town has started to have all these payments taken at the ente de la catella de la dest Treasurer's Office window. 

Mr. Olson asked about journal entries and if anyone, such as the Finance and Advisory Committee (FinCom), was reviewing them. Mr. Domelowicz said all transactions are reconciled on a monthly basis. The money always matches up, but sometimes there might be a small discrepancy between what the department was reporting at the time and what the Treasury was reporting until the two caught up to each other.

FinCom Chair John Pruellage requested having Mr. Piotrowski available to give a similar presentation to the FinCom or, in the future, to have the audit discussed at a joint meeting. Mr. Pruellage had a question pertaining to a decrease in OPEB liability and whether that could be expected in the future as the Town's municipal bond rate can be used to get credit for the investments. Mr. Piotrowski answered in the affirmative. Mr. Farrell commented that overall, the Town had done well on the audit and the items noted were minor.

# <u>Cemetery Perpetual Care Fund Appropriation—Discuss and Vote</u>

This agenda item was taken out of order because it had been missed. The appropriation involves a maintenance program for grub treatment. This treatment was started last fall. Ms. Kennedy wanted clarification of how the money was being allocated and said she thought there was \$160K in the Perpetual Care Fund. Mr. Domelowicz explained the fund was set up through the Treasurer's Office and only the interest income generated by the fund may be expended. Mr. Domelowicz said he didn't think the \$160K was for the entire fund but related to the interest. Mr. Farrell added that all appropriations out of the Perpetual Care Fund must be approved by the BOS.

Ms. Dale asked Mr. [Tim] Olson if it were a long-term maintenance contract or one-time service. He replied one-time service. Mr. [William] Olson asked why the invoice came from Chicago. Mr. [Tim] Olson said it was a local company headquartered in Chicago. Ms. Kennedy commented the company had done a good job at the cemetery.

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#### **Decision**:

Ms. Kennedy made motion to appropriate payment for funding of a grub treatment at the Hamilton Cemetery that occurred in the fall of 2020 for \$2,748. Mr. Olson seconded the motion. A roll-call vote was taken with "ayes" from Ms. Kennedy, Ms. Dale, Mr. Olson, Mr. Knudsen, and Mr. Farrell, (5-0) unanimous.

<u>Human Rights Commission [HRC] Appointments—Discussion and Vote At-Large</u> <u>Members</u>

Mr. Farrell said Ms. Dale wanted to change some of the language in the HRC document.Because it was not on the agenda, Ms. Dale said she was happy to wait until the next meeting to discuss it.Mr. [William] Olson asked for a summary of the Commission's makeup. There were 9

Mr. [William] Olson asked for a summary of the Commission's makeup. There were 9 applicants but two withdrew their applications because they are moving out of town. That left 7 people for 5 at-large positions plus a non-voting student rep. Ms. Kennedy noted the student rep position appears in two places in the document—under "Town government representative" and "at-large community members." It was agreed there would be just one student member, although anyone 18 and older could be a member. It was agreed that language would be tightened up at a later point when Ms. Dale's issues with the document wording are discussed.

Mr. Knudsen recommended the BOS first vote on the student member. Maya Beach, a sophomore at the HW Regional High School, introduced herself and talked about her interests and activities at the school.

#### **Decision**:

Ms. Dale made a motion to appoint Maya Beach as the student representative to the Human Rights Commission for the Town of Hamilton. Ms. Kennedy seconded the motion. A roll-call vote was taken with "ayes" from Ms. Kennedy, Ms. Dale, Mr. Olson, Mr. Knudsen, and Mr. Farrell, (5-0) unanimous.

All applicants present gave brief personal introductions starting with Anne Brady followed by JoAnne Copeland (already appointed to the HRC as a representative of the Housing Authority), Jared Hughes, Katie Knudsen, Nancy Stehfest, Alaina Walsh, Carol Mazzetta, and Christina Holz. Mr. Farrell noted that the HRC policy requires, initially, having different term lengths for the members so they can stagger the terms. Two positions are three-year terms, two are two-year terms, and one is a one-year term. Ms. Mazzetta said she preferred the one-year; the others had no preference.

Mr. Farrell asked of the Selectman to give their top five choices, which they did. Ms. Kennedy said in the interest of having a broad representation, she didn't want to choose the people already involved in the Hamilton-Wenham Human Rights Coalition; therefore, she only had four choices. Ms. Dale said she would mirror Ms. Kennedy's suggestion and picked only four also.

In the end, the following were chosen: Mr. Hughes and Ms. Walsh (who were given the three-year terms because they had the most votes), Ms. Stehfest and Ms. Brady (two-year terms), and Ms. Holz (one-year term per her choice).

#### **Decision**:

Ms. Dale made a motion that the BOS approve the people that were just listed as Human Rights Commission representatives of Hamilton. Mr. Olson seconded the motion. Mr. Farrell named them for the record: <u>Nancy Stehfest, Alaina Walsh, Jared Hughes, Anne</u> <u>Brady, and Christina Holz</u>. A roll-call vote was taken with "ayes" from Ms. Dale, Mr. Olson, Ms. Kennedy, Mr. Knudsen, and Mr. Farrell, (5-0) unanimous.

Mr. Olson and Mr. Knudsen both came forward to apply for the BOS position on the HRC. Mr. Olson then decided to withdraw his name and support Mr. Knudsen.

#### **Decision**:

Ms. Dale made a motion to approve Mr. Knudsen as the BOS member of the Human Rights Commission. Mr. Olson seconded the motion. A roll-call vote was taken with "ayes" from Ms. Kennedy, Ms. Dale, Mr. Olson, Mr. Farrell, and Mr. Knudsen, (5-0) unanimous. The next step will be for the HRC members to be sworn in by the Town Clerk.

#### Waste Reduction Committee (WRC)—Discuss and Vote on Committee Status

Mr. Farrell said the WRC had expressed that it doesn't want to be a committee anymore. Mr. Domelowicz provided some background. He said there was discrepancy with when members were appointed and reappointed and some were reappointed late, and now they were saying they don't want to be a committee. Because the committee was established by the BOS, the BOS needs to make a determination on what to do moving forward.

Town Counsel Tom McEnaney of KP Law further elaborated. He said the committee was created by the BOS in 2008 and is subject to Open Meeting Law (OML). He said the committee can't decide on its own that it no longer wants to be a Town committee. He said there were basically two options: For the committee members to remain on the committee until the BOS decided to replace them or reappoint them or for the BOS to dissolve the committee and perhaps reconstitute it.

WRC member Anne Gero said it was her understanding that none of them were boardqualified since 2019 since they were not reappointed as members or sworn in by Town Clerk. She said they did not think they were acting inappropriately in no longer continuing as a Town committee. Ms. Dale asked if any members were interested in continuing. Ms. Gero said they were not. She said they preferred to be a citizen advocacy group and had been functioning as an informal group.

The BOS discussed the options of asking for applications to reappoint the committee, dissolving the committee and then asking for applications, or dissolving the committee and reconfiguring it to include other aspects besides waste reduction, such as storm preparedness or future environmental impact. Attorney McEnaney said the group would run the risk of being in violation of OML if they continued to meet as an informal group. Mr. Olson suggested retooling the committee to modify and add to their roles. Mr. Farrell said they could rename the group and give it a new mission statement. It was decided that the best course of action was to dissolve the committee for now and then meet with the members to see if they have any suggestions on scope.

#### **Decision:**

Ms. Dale made a motion to dissolve the Waste Reduction Committee with the knowledge that they will be considering a retooling in the near future. Ms. Kennedy seconded the motion.

#### **Further Discussion**:

Mr. Olson questioned if it might be easier to modify the group rather than ending it and having to restart it. Mr. McEnaney said no, it would just be a dissolving and reforming.

#### **Decision (Continued):**

A roll-call vote was taken with "ayes" from Ms. Kennedy, Mr. Knudsen, Ms. Dale, Mr. Olson, and Mr. Farrell, (5-0) unanimous.

#### ATM Warrant Formation—Discussion of Articles and Vote to Close the Warrant

Town Moderator Bill Bowler was present. Mr. Farrell said the tent was already rented and the same health safety protocols as last Town Meeting would be in place.

Mr. Domelowicz displayed the list of potential warrant articles, which included: Election of Officers; Reports; Motion for Consent Agenda; Compensation and Classification Table; Annual Financial Articles; Bills of a Prior Year; Town Hall Building Project (General Bonding authorization \$3.4M); Merge Pool and Recreation Revolving Accounts and authorize spending of \$475K; FY'22 Capital Program \$338,638; Water Study \$100K; Town Budget Article; Water Enterprise Fund; Hamilton Development Corporation [HDC] Article; OPEB; Solar PILOT and PPA Library Roof Proposal; Community Preservation Fund: Patton Tennis Courts \$32K and TH [Town Hall] Project \$4M; Chebacco Road Project—to seek state approval to revise the CR [Conservation Restriction]; Patton Homestead Enterprise Fund budget from existing Patton Fund; and Conservation Restriction [CR] for portion of Patton Homestead (?).

Mr. Farrell said he had met with a group of people (he listed them) and discussed the Conservation Commission (ConCom)'s ask for a CR. He said the information in the packet was not the full ask; they are asking for 11 plus or minus acres (altered from the original 6.6 acres) at the Patton Homestead to give to Essex County Greenbelt to manage. There was thought that the issue needed more discussion as a CR might not be required and could perhaps be a MOU [Memorandum of Understanding] or something else.

Mr. Olson said the BOS had not voted to put the article on the warrant yet. Ms. Dale said Mr. Olson was right and the BOS needed to keep regular order. Ms. Kennedy said they could keep it as a placeholder and have Town Counsel work on the language with the idea that the ConCom could come back when they had fleshed out the article. Mr. Farrell said if it wasn't brought by the ConCom, it might be brought as a Citizen's petition. Mr. Knudsen questioned why this was being rushed.

Ms. Dale asked if they were talking about just the buildable land. Mr. Farrell said it was all the land except for the immediate land around the homestead and stables. Ms. Dale cautioned that it was part of the Town's investment portfolio. She wondered why they couldn't just give the land close to the water. Mr. Farrell said that was the 6.6 acres originally discussed, but this ask included all the meadows and lower parking lot. Mr. Olson said he would rather not discuss it until after Town Meeting or after there was a better plan.

Ms. Kennedy said it wasn't the first time the CR was being brought up, but it was new to her that they were requesting 11 acres. Her question was whether the ConCom could bring a plan to the next BOS meeting while keeping the article on the warrant as a placeholder. Mr. Olson asked what the deadline had been for submitting the articles. Mr. Domelowicz said it had been the end of February. He noted the other articles added today were standard articles that are usually on every warrant. Ms. Kennedy said she thought it reasonable to give the ConCom time.

#### **Decision**:

Mr. Olson made a motion that the BOS remove the Conservation Restriction [at the Patton Homestead] article from the warrant at this time and have the Conservation Commission bring it forward for a future warrant when they have more information and meet the deadline. Ms. Dale seconded the motion.

Capital Committee member Dave Thompson gave his recollection of the construction activities for Patton Ridge as well as a history there. He believes it is possible to build on that property without violating the GPOD [Groundwater Protection Overlay District].

Mr. Knudsen said he agreed with Mr. Olson and sees no downside to waiting. He said there was nothing that makes this urgent. He said if they leave it on the warrant it won't be as hashed out as if they wait one more cycle. Mr. Farrell and Ms. Dale both said they didn't feel they had enough information.

#### **Decision (Continued)**:

A roll-call vote was taken with "ayes" from Mr. Knudsen, Ms. Dale, Mr. Olson, and Mr. Farrell and "nay" from Ms. Kennedy, (4-1).

Mr. Farrell reviewed the list of potential warrant articles and asked the BOS to say "hold" if there was anything on the list they wanted to discuss.

- Mr. Olson put a hold on FY'22 Capital Program \$338,638.
- Ms. Kennedy put a hold on Water Study \$100K.
- Mr. Farrell put a hold on Solar PILOT and PPA for library roof proposal.
- Ms. Kennedy put a hold on Hamilton Development Corporation Article.

Mr. Olson brought up that the CPC ask for the grant is for \$1M because it already allocated \$3M, but the debt exclusion did not pass at the polls. He said they need to make it clear the money went back and is not being spent twice. Mr. Farrell said THBC Chair Mike Twomey had appeared before the CPC on Thursday, and the CPC made a unanimous decision in favor of the \$1M. The question was whether to go to Town vote in May or wait until Sept. If they wait, they will have to rebid.

#### Decision:

Ms. Dale made a motion that the BOS put the Town Hall funding mechanism on the ballot five days after the ATM [Annual Town Meeting, May 1] is held. Ms. Kennedy seconded the motion.

#### **Further Discussion**:

Ms. Dale said there was a communications person working with the THBC and there will be outreach to the community. Most of the costs for the project are for ADA-compliance and fire safety at the Town Hall.

#### **Decision (Continued)**:

A roll-call vote was taken with ayes from Mr. Knudsen, Mr. Olson, Ms. Kennedy, Ms. Dale, and Mr. Farrell, (5-0) unanimous.

Mr. Twomey left the meeting.

Regarding the Water Study—Heather Ford of the Capital Committee said it was the thought of the Committee to put it on as a warrant article because the numbers are large and expenses are coming up. The water study will look at the source options for water. Ms. Dale asked who the consultant would be and referenced the 2019 water plan by Dewberry. This study would be additional.

Mr. Thompson discussed the water treatment plant plan and some of its specifics and its \$10M price tag. He said Dewberry would probably be the best consultant to do the study, which would look at opportunities for new well sites in the North Coastal Basin and possibilities of connecting with Manchester or Beverly and Salem. He said the water master plan assumed there will be a total growth of 3% in 15 years.

Ms. Kennedy said at the last BOS meeting, they discussed postponing the \$100K study until the Master Plan is completed so they will have a better vision of what the Town will look like in 10 years. Mr. [William] Olson said the BOS supported the water needs, but wanted to focus first on Town Hall and the Master Plan. He said the BOS was in favor of the study but wanted to move it back six months to a year.

Department of Public Works Director Tim Olson said the most important need was to reduce the organics from their current source water. He said the Town does have water and is well below its registered volume every year. There is capacity for some growth and the treatment plant is running well, he said. He suggested fixing the short-term and then looking at long-term. He said they are looking at a grant for the long-term approach. Mr. Knudsen said he wouldn't want them to wait until after the Master Plan and thinks they should do the water study soon. Mr. Pruellage said FinCom was behind spending the money, but it was a question of timing and whether they gain or lose anything by waiting.

#### **Decision**:

Ms. Kennedy made a motion that the Town hold off on spending the \$100K on the water study for up to a year. Mr. Olson seconded the motion. A roll-call vote was taken with "ayes" from Mr. Olson, Ms. Kennedy, Ms. Dale, Mr. Knudsen, and Mr. Farrell, (5-0) unanimous.

Regarding the Solar PILOT—Energy Manager Vicky Masone said it will generate about 80 percent of what the library uses.

#### **Decision**:

Ms. Dale made a motion that the BOS vote to keep the solar PILOT for the library roof as a warrant article. Ms. Kennedy seconded it.

Mr. Bowler asked for clarification. Because this article falls under the agreement with Wenham, he asked if Wenham needed to approve it on its warrant as well. Ms. Masone said authorization to enter into the power purchase agreement has to be on both towns' warrants since both towns pay. Mr. McEnaney confirmed it.

#### **Decision (Continued)**:

A roll-call vote was taken with "ayes" from Mr. Olson, Ms. Kennedy, Ms. Dale, Mr. Knudsen, and Mr. Farrell, (5-0) unanimous.

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After getting some clarification on the stabilization appropriation, Mr. Olson removed his hold. and a second to the second second

Ms. Kennedy had asked for a hold on the HDC article, which is the meals tax appropriation to the HDC, HDC President Rick Mitchell explained that this would be from 2020 meals tax collections so the amount would be minimal. They may get about \$15K-\$20K, he said, and luckily they don't need this money to pay their mortgage as they sold the Willow Street property on Jan. 29. He said the HDC was talking to the owners of Dodge Tree and Welch & Lamson Inc. to inquire if there may be any new purchase opportunities. Ms. Kennedy inquired about HDC finances, noting that perhaps the money received by the HDC could be used more generally by the Town. Mr. Bowler gave some history of the creation of the HDC and said Town Meeting had made it known that it wanted the meals tax collections to benefit Hamilton's downtown.

#### **Decision:**

Mr. Olson made a motion to put the HDC article on the warrant. Mr. Knudsen seconded it the motion. A roll-call vote was taken with "ayes" from Ms. Kennedy, Ms. Dale, Mr. Knudsen, Mr. Olson, and Mr. Farrell, (5-0) unanimous. 

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Pertaining to the CPC article on the Town Hall renovation—clarification is needed on whether the CPC has to vote to approve the entirety (\$3M plus \$1M) or just the \$1M in additional funds. Another question is whether the BOS should include the same ballot question to exclude the debt associated with the Town Hall project. The number will be different but the language will be the same.

Decision: Mr. Olson made a motion that the BOS approve the remaining balance of the articles. Ms. Dale seconded the motion. A roll-call vote was taken with "ayes" from Mr. Olson, Ms. Kennedy, Ms. Dale, Mr. Farrell, and Mr. Knudsen, (5-0) unanimous.

Ms. Dale asked to make a motion to reschedule the balance of their work for another time as it was getting late.

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#### **Decision:**

Mr. Olson made a motion that the BOS approve the water abatements. [The abatements were for 275 Asbury Street Condo Association and Lael Cook, 100 Asbury St.] Ms. Dale seconded the motion. A roll-call vote was taken with "ayes" from Ms. Dale, Ms. Kennedy, Mr. Olson, Mr. Knudsen, and Mr. Farrell, (5-0) unanimous.

#### Master Plan Steering Committee—Discuss Size and Composition

#### **Decision:**

Ms. Dale made a motion that the BOS table this last agenda item due to the late hour. Ms. Kennedy seconded the motion. A roll-call vote was taken with "ayes" from Ms. Dale, Ms. Kennedy, Mr. Olson, Mr. Knudsen, and Mr. Farrell, (5-0) unanimous.

Mr. McEnaney left the meeting at 10:30 p.m.

#### **NEW BUSINESS**

#### **Consideration of Topics for Discussion at Future BOS Meetings**

None discussed.

#### **Adjournment**

At 10:31 p.m., Mr. Farrell requested a motion that the BOS vote to convene in Executive Session for the purpose of discussing strategy for contract negotiations with non-union personnel and not to return to Open Session. Mr. Olson seconded the motion. A roll-call vote was taken with "ayes" from Ms. Kennedy, Mr. Knudsen, Mr. Olson, Ms. Dale, and Mr. Farrell, (5-0) unanimous.

Prepared by:

Manyahin Cortan 1 5-4-202/ Date

Mary Alice Cookson **Minutes Secretary** 

Attest:

1 3/4/2021

lamie Knudsen **Board of Selectmen Clerk** 

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#### **Documents Discussed at Meeting:**

٠	Minutes from BOS meeting on Jan. 19, Mary Alice Cookson
٠	Invoice from SavATree for grub treatment dated Feb. 24, 2021
•	Memo from Dyan Katz to Tim Olson and Joe Domelowicz regarding grub treatment invoice and use of Perpetual Care funds
٠	Letter from Bruce Stanford, Chief, Property Tax Bureau, Division of Local Services to Anthony P. McBridge
٠	Email from Dyan Katz to <u>dlslaw@dor.state.ma.us</u>
٠	Applications for appointment to the Human Rights Commission from Maya Beach, Anne Brady, Alfie Chien, Tso-
	Cheng (Frank) Chien, JoAnne Copeland, Jared Hughes, Katherine (Katie) Knudsen, Carol Mazzetta, Nancy
	Stehfest, and Alaina Walsh
٠	2020 Appointment List for Committees/Boards
٠	2020 Spring Annual Town Meeting Potential Warrant Articles
٠	Responses from Tim Olson to Joe Domelowicz and Pat Shannon re: Water Abatements
٠	Water abatement application from 275 Asbury Street Condo Association
•	Water abatement application from 275 Asbury Street Condo Association Water abatement application from Lael Cook, 100 Asbury St.
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