



Tuesday, April 11, 2023

Hanson Select Board

Select Board's meeting room, Town Hall

Open Session

Members Present: Laura FitzGerald-Kemmett, James Hickey, Joseph Weeks, Edwin Heal
Ann Rein

Members Absent:

Others Present: Lisa Green, Town Administrator; Lynn McDowell, Executive Assistant;
Eric Kinsherf, Interim Town Accountant; Timothy White, Joseph
Gumbakis, Philip Clemons, Frank Schellenger; Nichol Figueiredo and
Blythe Robinson, Capital Strategic Solutions

I CALL TO ORDER

Ms. FitzGerald-Kemmett called the meeting to order and led the Pledge of Allegiance

II PUBLIC ANNOUNCEMENTS AND UPCOMING MEETINGS

Ms. Rein read the public announcements and upcoming meetings.

III APPOINTMENTS

1. Vote to appoint Joseph Gumbakis as Town of Hanson Veterans Service Officer, for an annual term

Mr. White spoke of the interview process and pleased to present Mr. Gumbakis as the Town's next Veterans Service Officer. He briefed the Select Board of Mr. Gumbakis background and service record. Mr. White stressed Covid prevented outreach within the community. Mr. Gumbakis, with his previous experience will be able to restart that immediately. He also has strong IT background and will be able to use those skills for further outreach. The Board thanked Mr. White for his service and assistance during this search.

The Select Board welcomed Mr. Gumbakis to the Town. He thanked the Board and is looking forward to working with the Town. The Board encouraged him to make the position his own. Mr. White will be training Mr. Gumbakis, to help him get comfortable.

MOTION by Mr. Weeks, seconded by Mr. Hickey, to appoint Joseph Gumbakis as Town of Hanson Veterans Service Officer, for an annual term, commencing April 18, 2023. ***Voted 5 – 0***

2. Vote to appoint Margaret Cameron Hickey as Camp Kiwanee Beach Director

Ms. Green shared Ms. Jamieson email, recommending Ms. Cameron Hickey. She has an extensive background, with previous experience at Camp Kiwanee. The Camp Kiwanee Commission recommended her hire to the Board.

She will be appointed for this season.

MOTION by Mr. Weeks, seconded by Mr. Hickey, to appoint Margaret Cameron Hickey as Camp Kiwanee Beach Director. ***Voted 5 – 0***

IV NEW BUSINESS

1. Interim Town Accountant update

Mr. Kinsherf shared that when reviewing the warrants, he created a scorecard. If all in both warrants pass, there will be approximately \$40,000 in free cash left, from the current \$859,000. To get to this number, balancing the budget, there were approximately \$800,000 in adjustments. This also included the Town giving 3.75% to the School budget, which is a \$500,000 increase over last year.

He stated if the School Committee requests additional funding, he will need to cut an additional \$420,000 cut from the budget. The Board acknowledged this would mean no capital improvements at all. This does not include the use of one-time ARPA money for some articles. Personnel layoffs may need to occur. The Board wants the 3.75% assessment, not layoffs. Mr. Kinsherf noted that the Schools also have one time funding sources available.

As Town accountant, he feels he has a good understanding the numbers and movement of funding, which has the Town in good shape. For stabilization, \$1.6M is available; \$859,000 is available in unappropriated Free Cash. As an additional bonus he also included ambulance receipts to help balance the budget. Last year it was \$625,000; for this year it is \$725,000. With this there is about \$672,000 left in that account. He recommended not using the stabilization funds; keeping a reserved fund balance maintains the bonding and credit ratings.

Mr. Heal expressed his concern of providing more than 2.5%. Mr. Kinsherf stated, while working with Ms. Green, he reviewed several scenarios trying to strike a balance.; 3.75% worked out to be the best number for the Town. This will also put the Town close to the threshold of 5%. The effect on future years, Mr. Kinsherf shared he experienced similar activity when working with the Town of Braintree. He stated the day after Town Meeting it would be best to start working on next year's budget immediately to be proactive and project out.

Mr. Weeks question how much of the one-time funds are being used to supplement the budget. In operations, approximately \$200,000, with an additional \$50,000 in overlay surplus. The remainder will be directed towards articles. For October Town meeting, there will be \$40,000 in unappropriated Free Cash. However, when the books in July, he will review performance and, have free cash recertified to include any favorable performance. Ms. Green noted, for the one-

time ARPA money, it amounted to close to \$132,000, including the addition of the Madden report request.

Ms. Rein asked for clarification on how Free Cash replenished. Mr. Kinsherf stated the revenues are based on estimates; also, money that was budgeted through either departments or articles and not used.

Mr. Hickey questioned why, when increases are 2.5% across the board for Town departments, the School budget requested up to 5.0%. Mr. Kinsherf shared that to be fair, it should be equal across the board, regardless of department; to him the School request made no sense logically. Chapter 7 money went directly to the schools, and that amount increased. The assessment to the Town should then decrease. The schools have autonomy to spend how they want to educate the students; each town provides its fair share. He believed each town has forwarded well above the state mandated share. The Board will consider, going forward, changing its process with forecasting and budget overviews. Mr. Kinsherf suggested using this year as the baseline for budgeting moving forward, to establish percentages.

To make a fresh start, Ms. FitzGerald-Kemmett offered to coordinate a meeting with both town select boards and the school committee. Open communication will keep all informed and hopefully prevent last minute scrambles.

Ms. FitzGerald-Kemmett shared that the Town has received funds related to cannabis. She also requested the Town Assessor and Treasurer-Collector review all funding sources and present a detailed update to the Board at its next meeting.

Mr. Hickey suggest to also review the tax title properties. The Planning Board is discussing packaging town owned properties in a more economic package prior to going to auction. Most likely not slow down the process, but will help increase the revenue to the town.

2. Discuss Capital Strategic Solutions website plan

Ms. Green reminded the Select Board of previous conversations related to the scope of services, primarily the website platform.

Ms. Robinson noted that the Town chose the new platform – Revize, which will offer services and direction going forward to create the website. It will be up to the Town to determine how the front page and layouts will look.

Capital Strategic Solutions will work with Mr. Moberg and Revize, providing guidance for what will be best for Hanson. It will make certain the site is properly accessible, meeting the necessary retention requirements as well as provide increased community response. She noted also that 30 hours of billable service is already provided in the contract.

The Board had some questions related to redundancies and archival needs. For this, most of the content will move to the new platform. Mr. Moberg will work with Revize to determine what is relevant and keep working links. Ms. Robinson will confirm archiving and report back. The

process for vetting outdated information as well as reviewing and updating new falls to the respective department heads, per the contract.

Mr. Moberg spoke to the current content. It will be archived and most will not be accessed when the process is complete. The new platform will be built with the current platform in front. He will switch to new platform once all are in agreement. He stated information will not be lost as there will be a choice of what is needed going forward.

Regarding inviting Town boards, committees and departments to participated, Ms. Green will reach out and emphasized the priority, stating this is a needed fresh start. She will also emphasize all will need to be disciplined and consistent with posting for the community to be kept informed in real time.

Once decided on the features and the design is approved, Capital Strategic Solutions will meet with boards, committees and department to understand what is wanted and expected to create a strong and balance workflow. The site map will act as the road map. Mr. Moberg had conversations and is comfortable with the process they are suggesting. He also noted that once the mapping is completed changes can still be created. This may include an additional cost from Revize, depending on choices made. Ms. Robinson stated it is a simple process to make changes individually; it is adding subpages as well as updating currently home page. She also recommended all who will be administrators to be trained.

The Board requested a training manual. Capital Strategic Solutions is drafting one and will have it available once the site is completed.

3. Discuss WHRSD assessment

No update at this time.

4. Discuss/Recommend Special and Annual Town Meeting articles

a. Conservation discussion

- Article 26 – Ms. Green noted there is unused Phragmites funding; Mr. Clemons noted it is for a different property. For Smitty’s Bog, through the US Agricultural department, the Town is responsible for managing the property. There is also an annual inspection to ensure the Town is doing what needs to be done as well as meeting the requirement of being good stewards of the property.
- Article 27 – The Board stated there was list of potential items; it needed some background as it wondered if grant money or CPC funds could cover this expense instead. Mr. Clemons noted the current available funds is needed for several ongoing projects for the remainder of this fiscal year. While The Board understood the need it cannot give all. Would it be possible to split between May and October. Mr. Clemons agreed.

-

b. Close and Sign warrants

ARTICLES for SPECIAL TOWN MEETING:

- 1 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 2 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 3 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 4 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 5 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 6 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 7 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 8 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**

MOTION by Mr. Weeks, seconded by Ms. Rein, to close the May Special Town Meeting warrant. **Voted 5 – 0**

ARTICLES for ANNUAL TOWN MEETING:

- Article 38 – Legal counsel has forwarded an estimate, which will vary depending upon the work required/requested by the residents of the streets. Based on current activity, the cost could go as high as \$75,000, which has not been included in any budgeting activity. As it is a Citizens Petition, the language cannot be modified; Ms. Green will include additional information in the Informational Warrant. If the motion passes, the budget will need to be readdressed immediately.

- 1 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 2 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 3 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 4 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 5 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 6 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and not recommend. **Voted 5 – 0**
- 7 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 8 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 9 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 10 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 11 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 12 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 13 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 14 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**
- 15 – MOTION** by Mr. Weeks, seconded by Ms. Rein, to place and recommend. **Voted 5 – 0**

16 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and defer to Town Meeting for recommendation. ***Voted 5-0 to place, 4 to defer, 1 opposed***

17 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

18 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

19 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

20 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

21 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

22 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

23 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

24 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

25 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

26 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

27 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend as revised. ***Voted 5 – 0.***

28 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

29 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

30 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

31 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend. ***Voted 5 – 0***

32 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend, with the additional language reflecting current regulation and new proposed regulations as written in the warrant. ***Voted 5 – 0.***

33 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend, with the additional language reflecting current regulation and new proposed regulations as written in the warrant. ***Voted 5 – 0***

34 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend, with the additional language reflecting current regulation and new proposed regulations as written in the warrant. ***Voted 5 – 0***

35 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend, with the additional language reflecting current regulation and new proposed regulations as written in the warrant. ***Voted 5 – 0***

36 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend, with the additional language reflecting current regulation and new proposed regulations as written in the warrant. ***Voted 5 – 0***

37 – MOTION by Mr. Weeks, seconded by Ms. Rein, to place and recommend, with the additional language reflecting current regulation and new proposed regulations as written in the warrant. ***Voted 5 – 0***

38 – Not required to vote

39 – Not required to vote

MOTION by Mr. Weeks, seconded by Ms. Rein, to close the May Annual Town Meeting warrant. **Voted 5 – 0**

For detailed discussions on each article, please view the meeting here:

<https://www.youtube.com/watch?v=K34yAhGIALQ> at 1:20:44.

5. One Day Liquor License – Request for waiver
 - a. 05/07/2023 – 12:00pm – 4:00pm – Camp Kiwanee – Bridal Show

MOTION by Mr. Weeks, seconded by Mr. Hickey, waive the one-day liquor license fee. **Voted 5 – 0**

V

COMMITTEE UPDATES

- Mr. Hickey provided an update for the previous evening's School Committee meeting. At the last RAO meeting, a motion to not do a 2/3's vote was presented and failed by 4-5-1. The School Committee decided to do the 2/3's vote; the Town of Whitman voted it down. There is another meeting scheduled, and anticipating another vote. He stated all three committees needed to vote before language and legal aspects would be reviewed. Last week's meeting the decision was for the statutory method. Not addressed during RAP meetings; the Town of Whitman will always have a 6-4 advantage. Now waiting on the Town of Whitman Selectboard to vote and will discuss again at the April 24 meeting.

VI

ONE DAY LIQUOR LICENSES

1. 05/29/2023 – 12:00pm – 5:00pm – Cassandra Dutkiewicz – Birthday party
2. 07/04/2023 – 1:00pm – 6:00pm – Breida Collins – Birthday Party
3. 07/22/2023 – 5:00pm – 10:30pm – Sarah Delory – Wedding
4. 07/29/2023 – 1:00pm – 6:00pm – Theresa Kirby – Birthday Party
5. 08/19/2023 – 12:00pm – 5:00pm – Christine O'Neil – Celebration of Life
6. 08/26/2023 – 1:00pm – 6:00pm – Cheryl Webb – Wedding

MOTION by Mr. Weeks, seconded by Mr. Hickey, to approve the one-day liquor licenses as printed on the agenda. **Voted 5 – 0**

VIII

APPROVE OPEN SESSION MINUTES

1. April 4, 2023

MOTION by Mr. Weeks, seconded by Ms. Rein, to approve meeting minutes as presented on the agenda. **Voted 5 – 0**

IX TOWN ADMINISTRATOR REPORT

- Ms. Green attended Mass Municipal Association monthly meeting two weeks ago. The focus of a presentation from Mass Cyber Center on cyber security and how to work through possible scenarios. Mass Cyber Center would be a possible resource if training.
- Focus of her time this past week include finalizing the warrants and budget, completing public records requests and personnel matters.
- She also finalized the information requested by the Collins Center for wages and job descriptions.
- Acting Fire Chief O'Brien hired a new paramedic/firefighter is starting April 24. While she does have some experience, she will be covering the D Shift until accepted to the Mass Fire Academy.
- The Select Board would like thank retiring Chief Thompson. Ms. Green will coordinate with Acting Fire Chief O'Brien and report back.
- Mr. Hickey thanked Ms. Green for attending the Men's Group meeting at the Senior Center and addressed some of their questions and concerns.

X ADJOURNMENT

MOTION by Mr. Weeks, seconded by Mr. Hickey, to adjourn. ***Voted 5 – 0***

*Respectfully submitted,
Lynn McDowell*