

**Town of Hanson**  
**542 Liberty Street, Hanson, MA 02341**

## **Selectmen's Minutes 7-21-15**

*Town of Hanson - Board of Selectmen*  
*Meeting Minutes – Hanson Town Hall*  
*July 21, 2015*

**Members Present:** Donald Howard, James McGahan, Kenny Mitchell, William Scott & Bruce Young

**Members Absent:**

**Others Present:** Executive Assistant Meredith Marini

**7:00 p.m.** Chairman Young called the meeting to order, led the Pledge Allegiance. He read the announcements and upcoming meeting schedule.

### **II INTERIM TOWN ADMINISTRATOR INTERVIEWS**

**Richard LaCamera** - Mr. LaCamera informed the Board that he was the former Town Administrator for the Town of Rochester for eight years. He was formerly a Selectman and finance committee member in Lakeville. He retired from Rochester in June 2014.

Mr. McGahan asked if Mr. LaCamera is familiar with the Town Administrator Act. He is familiar with procurement and was the former procurement officer in Rochester.

Chairman Young asked if Mr. LaCamera had any problems with a five member board. Mr. LaCamera does not see it as problem. Rochester's Town Administrator duties were very similar to Hanson's Town Administrator in which the Town Administrator takes direction from the Board of Selectmen. Mr. LaCamera explained the hiring process which included a member of the Board of Selectmen to work with the Town Administrator to make a recommendation to the Board of Selectmen.

Mr. Scott indicated that the Selectmen voted to have a liaison from the Board of Selectmen for the public safety departments. Mr. LaCamera explained that Rochester had a public safety committee which included the Board of Selectmen and the Fire Chief, Police Chief, Highway Surveyor, head Dispatcher and would meet monthly. Mr. McGahan asked how he feels about having Selectmen attending Department Head meetings. He likes the Department Head meetings to be free of Selectmen. But will do what the Board would like to do.

Mr. Scott asked how soon Mr. LaCamera would you be able to start. He would be able to start next week on a part-time basis. Mr. Mitchell asked how long he could stay. Mr. LaCamera indicated that he could probably stay for six months.

Mr. Howard asked the population is in Lakeville. Mr. LaCamera indicated that population is 11,000, which is very similar to Hanson.

Mr. LaCamera explained that he has dealt with a regional school district for 30 years and he is well versed in the field. He had reviewed the budgets from both Whitman Hanson Regional and South Shore Vocational.

Mr. LaCamera explained that the most difficult aspect of the position is insuring the he was properly communicating with the Board and the Departments. Communications is very important.

Mr. LaCamera has negotiated approximately ten union contracts. He has worked with Town Counsel Jay Talerman in both Lakeville and Rochester.

**MOTION** by Howard, second by Scott to appoint Richard LaCamera as the Interim Town Administrator with the details relative to the terms of his contract to be negotiated by two members of the Board. **Voted 5 – 0**

**MOTION** by Scott, second by Howard to appoint Chairman Young and Selectman Mitchell to negotiate a contract with Mr. LaCamera and to report back to the Board on August 4<sup>th</sup>.  
**Voted 5 – 0**

### **III NEW BUSINESS**

Clean up of Hanson Middle School – Finance Director Christine Suckow and Facilities Director Ernie Sandland were present to discuss the clean up of Hanson Middle school due to the sewer line backup on April 13<sup>th</sup>. Ms. Suckow reported that the maximum limit on the insurance coverage was \$100,000 for the sewer line back up at the second floor of the Hanson Middle School. At the time of the event, students were removed from the area. Service Master cleaned and American Environmental conducted an air quality test. Following the close of school, additional swab tests were taken and the limits were high. When they checked between interior walls, more damage was discovered requiring additional work. They secured the services of Service Master to remove the damaged materials. They need to have all the work completed by August 14<sup>th</sup>. Ms. Suckow reviewed the costs for the work: Clean up Mitigation \$52,658.41, Construction/Remediation Restoration \$98,282.62; Additional Rooms \$13,7000; Duct work to be cleaned \$15,200 for a total \$179,841.03. She explained the maximum insurance loss is \$100,000, leaving a balance of \$79,841.03.

They have requested the support of the Board for an article at the October Special Town Meeting Warrant. Mr. Sandland indicated that the backup was not a result of the septic system failure but improper disposal of sanitary napkins.

**MOTION** by Howard, second by Mitchell to support an article at the October Special Town meeting for the remediation of the Middle School in the amount of \$79,841.03. **Voted 5 – 0**

Mr. Sandland informed the Board that the hot water heater at the High School failed last week. They received a price of \$29,000 to replace the heater with \$12,100 being Hanson's share. They are looking to replace it with an energy efficient unit.

Mr. Mitchell asked about the life expectancy of the heater. Mr. Sandland indicated that it is a ten year heater. He indicated that the aggressiveness of the Whitman water is hard on the equipment.

Mr. Sandland updated that Board on the Indian Head cafeteria floor and the corridor which will have new tile starting next week. The funds were appropriated in May. The window installation for the Maquan School will start next week. They expect that the capital items will be completed in time for school.

**MOTION** by Howard, second by Scott to support an article for the replacement of the hot water heater at the High School in the amount of \$12,100.00 **Voted 5 – 0**

### ***Appointment of Town Administrator Search Committee & Review Town Administrator Job Posting***

Chairman Young explained the selection of the search committee members indicating that each Board member selected five applicants to serve on the committee. Mrs. Marini indicated that Michael McLeod received 5 votes, Kenneth McCormick received 4 votes. Mr. McLeod and Mr. McCormick will serve on the Committee. Mrs. Marini indicated that Joseph Amaral, Constance Constantine, Richard Edgehille and Thomas Hickey all received 3 votes The Board would have to decide which three of the four will serve on the committee.

Mr. Mitchell nominated Richard Edgehille, second by McGahan. **Voted 3 – 2 (Young, & Howard)**

Mr. Howard nominated Tom Hickey, second by Mitchell **Voted 3 – 2 (Scott & Young)**

Mr. Young nominated Joseph Amaral, second by McGahan. **Voted 4 – 1 (Howard)**

Mr. Howard nominated Constance Constantine, second by Scott. **Voted 4 – 1 (Mitchell)**

As Mr. Amaral and Mrs. Constantine both received four votes they were appointed to the Committee. The Board had to decide between Mr. Edgehille and Mr. Hickey as the final member of the committee. Brief discussion of the process and solution.

Mr. Scott nominated Edgehill, second by Mitchell **Voted 3 – 2 (Howard & Young)**

Chairman Young thanked everyone for applying for the search committee.

**Review Town Administrator postings** – Chairman Young indicated that he revised the posting from the 2013 posting. He read the posting into the record

### **TOWN ADMINISTRATOR**

*Town of Hanson, population 10,200, with a regional school district and annual budget of approximately \$22 million (Includes \$9 million Regional School Assessments) seeks qualified applicants for the position of Town Administrator. The Town Administrator serves as the town's chief administrative and operating officer with duties and responsibilities and limitations of that office defined under Chapter 41 of the Acts of 2006. The Town Administrator is responsible to a five-member elected Board of Selectmen who serve as the Town's Chief Executive Officers. Minimum qualifications: Bachelor's degree and municipal administration experience preferably as a Town Administrator, or similar position of responsibility. Demonstrated abilities must include leadership skills in complex public and intergovernmental issues, Municipal budgeting and finance, community planning, grant writing, growth management, project management, union negotiations, comprehensive knowledge of municipal operations and Municipal Accounting, personnel administration, municipal purchasing and procurement, operational decision making and communication. Should have proven record of team oriented and cooperative relationships with appointed/elected officials, citizens, and town employees. Strong computer skills required. Salary range \$95,000 - \$110,000 DOQ and excellent benefits package. Send resume and cover letter by 12:00 noon on Friday August 14<sup>th</sup> 2015, to: Town Administrator Search Committee, Hanson Town Hall, 542 Liberty Street, Hanson, MA 02341 or e-mail [mes@hanson-ma.gov](mailto:mes@hanson-ma.gov) or fax to 781-294-0884. The Town of Hanson is an Equal Opportunity Employer.*

Mrs. Marini recommended extending the deadline for applications to Friday, August 28<sup>th</sup> and requested that her e-mail be changed to [mmarini@hanson-ma.gov](mailto:mmarini@hanson-ma.gov).

**MOTION** by Howard, second by McGahan to accept the posting as amended with a deadline of August 28<sup>th</sup> and Mrs. Marini's e-mail address to [mmarini@hanson-ma.gov](mailto:mmarini@hanson-ma.gov). **Voted 5 – 0**

### **Appointment to the Highway Building Committee –**

Applications for appointment were received from Kevin McCarthy of 21 Rosewood Drive and Mark Vess of 303 High Street.

**MOTION** by Mitchell, second by Howard to appoint Kevin McCarthy and mark Vess to the Building Committee. **Voted 5 – 0**

**Vote and Approve Disclosure of Jeffrey McKinnon Ch. 268A, Section 23.** Mrs. Marini explained the Mr. McKinnon works as a part-time dispatcher and as a plow driver. He also has a landscape business and would like to do work at the Fire Station. He has completed and submitted a Disclosure for his work as a plow driver. However, he is required to complete a disclosure for the landscape work.

**MOTION** by Howard, second by Mitchell to approve the disclosure for Jeffrey McKinnon as presented. **Voted 5 – 0**

**Discussion regarding October Town Meeting dates relative to Special Primary** – Mrs. Marini explained that due to the passing of Senator Thomas Kennedy, the State has called for a Special Election to fill his position. The Primary is scheduled for Tuesday, October 6<sup>th</sup>. She noted that the October Special Town Meeting is scheduled for Monday, October 5<sup>th</sup>. The Town has always held the second night of Town Meeting on Tuesday. However, due to the election, Town Meeting cannot be held on Tuesday, October 6<sup>th</sup>. She also noted the following Monday is Columbus Day Holiday and Town Meeting could not be held on October 12<sup>th</sup>. She recommended that in the event Town Meeting requires a second night that the Board set Wednesday, October 7<sup>th</sup> as the meeting date.

**MOTION** by Howard, second by Mitchell to hold the second night of Town Meeting on Wednesday, October 7<sup>th</sup>. **Voted 5 – 0**

***Vote and Approve Norwell Visiting Nurse Association Contract with Board of Health***

Mrs. Marini explained the contract presented is a renewal contract from the previous year. The Board of Health supports the contract.

***MOTION*** by Howard, second by Mitchell to accept the contract between the Hanson Board of Health and the Norwell Visiting Nurse Association. ***Voted 5 – 0***

***Approve Sachem Rock Regional Emergency Planning Zone By-laws and Authorize Chief Thompson to sign.***

Fire Chief Jerry Thompson informed the Board via e-mail of July 14, 2015 that he has reviewed Sachem Rock Regional Emergency Planning Zone By-laws dated May 18, 2015 and has no issues with them. He requested the Board approve the by-laws and authorize him to sign, as the Chief is a member of the Planning committee and serves as the primary contact for the Town.

***MOTION*** by Mitchell, second by McGahan to approve and authorize Chief Thompson to sign the Sachem Rock Regional Emergency Planning Zone By-laws ***Voted 5 – 0***

***Great Cedar Cattle Feeders, Inc. – Request for Extension of Permit*** – George Haseotes of Great Cedar Cattle Feeders, Inc. submitted a request to extend their gravel removal permit until December 2015 due to the limitation of 5 loads per day as well as the adverse weather over the last several months.

***MOTION*** by Howard, second Mitchell to grant the extension of the Great Cedar Cattle Feeders Permit until December 2015. ***Voted 5 - 0***

Chairman Young asked if there have been any complaints from the abutters. Pierce Avenue resident Alan Spera indicated that everything has been going well and has no objection to the extension.

***Just for You Fitness*** – Request to use Town Hall Green Saturday, July 25<sup>th</sup> at 10:00 a.m. for a fitness fundraiser for the Food Pantry .

***MOTION*** by Howard, second by Mitchell to approve the request of Just for You Fitness for Boot Camp on Saturday, July 25<sup>th</sup> on Town Hall Green. ***Voted 5 – 0***

**IV OLD BUSINESS**

***Discussion regarding utilities costs at the Extension Service & Food Pantry – Sharon Kennedy thanked the Board for its support. She read the following letter:***

*July 18, 2015*

*RE: Utilities Costs / Hanson Food Pantry*

*Attached is our budget for income/expenses for the Hanson Food Pantry through June 30, 2015. It shows our utilities payments from January 1—June 30. The amounts shown are the ACTUAL utilities expenses for the pantry. The Plymouth County Beekeepers and the Town of Hanson contribute to the utilities for the building—again the amounts shown indicate our portion of the bills only.*

*Our Treasurer's Reports are structured differently as they account for all monies coming in and out of our account. These records show the full bills as the pantry pays them and then we are reimbursed by the town & bee-keepers. Therefore, our Treasurer's Reports show a much higher line item for gas, electric and alarm bills.*

*In addition, we were heating the entire building during the first quarter, including the old cooperative. Gas bills should be lower next winter.*

*We believe this has caused a misunderstanding regarding the burden on the pantry for utilities. We are currently working with National Grid to sort out our electric bill. We are being billed, however, we feel the bills are low and inaccurate. There appears to be multiple meters on the property and we are working diligently to correct this is-sue.*

*We are extremely grateful to the residents and administration of the Town of Hanson for their support.*  
*Regards,*  
*Deb Bailey Emery*

Mrs. Kennedy explained that there is a discrepancy with the meters. The Town and the Food Pantry have been being billed on the wrong meters. The electrician will pull the meter to determine which meter is assigned to the building.

Mrs. Kennedy explained that initially when the Food Pantry was preparing the building, they had planned to install a separate meter. However, installing a separate meter was cost prohibitive.

Ms. Kennedy indicated that when they moved into the location they felt they could sustain the costs of the building. They have also had septic issues in the cellar due to tree roots. The parking lot needs to be addressed due to damage over the winter plowing. They feel the condition is a hazard for patrons.

Mr. McGahan inquired about the septic system. Mr. Vess gave a brief history on the system. It was suggested to have the system inspected and the pipes cleared.

Mr. Mitchell recommended that the Highway Surveyor inspect the parking lot and make a recommendation for repair.

**V ONE DAY LIQUOR LICENSES – Camp Kiwanee**

Audrey Flanagan, Hanson, Sunday, July 24<sup>th</sup> 7:00 – 11:00 p.m. Birthday

Hanson Public Library Foundation, Thursday, July 30<sup>th</sup> 5:00 – 10:00 p.m. – Trivia night

Justine Carr, Holbrook, Sat., August 1<sup>st</sup> 5:30 to 11:00 p.m. – Wedding

**MOTION** by Howard, second by McGahan to approve the one day liquor licenses as presented. ***Voted 5 – 0***

**VI COMMITTEE REPORTS**

***Monponsett Pond Committee*** – Mr. Howard reported that there have been two treatments on Monponsett Pond with a third scheduled for Thursday. The algae count is 75,000 which is over the 70,000 limits.

Mr. Howard thanked the Plymouth County Commissioners for finally arranging clean up of the form Extension Service section of the building. Mr. Howard was present for the clean up. Mr. Howard indicated that the shingles for the building have been purchased, they just need to be installed.

***Indian Head & Maquan Priority Repair Comm.*** – Mr. Young reported that work has started on the Indian Head Roof. He attended the weekly conference on Tuesday with Gale Engineering, Bob Hayes, Christine Suckow. They continue to strip and abate the roofing materials with completion by August 21<sup>st</sup>. The ISO board will be installed by the beginning of next week. The work on the second building is expected around July 27<sup>th</sup>. If the contractor doesn't meet the project deadline, they will be assessed a penalty.

***WHRDS Capital Repairs & Facilities Committee*** – Mr. McGahan toured all three schools. He reported that all the fire alarms will be installed and completed shortly. He did not view the damage from the April 13<sup>th</sup> flood at the Middle School. He viewed the Maquan School and the windows should be installed before opening day. Tiles will be replaced.

***Highway Building Committee*** – Mr. Scott met the Brendan Fagan and all the demolition is complete at the Lite Control property. They have removed the concrete and replacing it with good material. They are on schedule with the project. They will seal the buildings which have been closed with a rubber membrane. The fasteners on the roof need to be reseated.

Chairman Young reported that the Board awarded the bid and signed the contract for the Library/Senior Center Roof. The project should commence shortly.

**VII ADJOURMENT**

**MOTION** by Howard, second by McGahan to adjourn. ***Voted 5 – 0***

**8:48 p.m. Meeting Adjourned.**

Respectfully submitted,

Meredith Marini,  
*Executive Assistant*

***Approved and Voted 5 – 0***  
***September 29, 2015***