



Tuesday, November 15, 2022

Hanson Select Board

Select Board's meeting room, Town Hall

Open Session

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

Members Absent:

Others Present: Lisa Green, Town Administrator; Lynn McDowell, Executive Assistant
Jerry Thompson, Fire Chief; Jeffrey Szymaniak, Superintendent of Schools; Michael Dugan; David Mansfield, Don Howard, Sean Buckley

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. It was noted the November 29, 2022 was added today.

III APPOINTMENT:

1. Swearing-in ceremony for Firefighter William Hurley

Chief Thompson introduced Mr. Hurley and gave his background, stating he is a great member of the team. Mr. Hurley was sworn in by the Town Clerk, and pinned by his father.

2. Appoint Sean Buckley as a full member to the Zoning Board of Appeals

MOTION by Mr. Hickey, seconded by Mr. Rein, to vote Mr. Buckley as a full member of the Zoning Board of Appeals with term to end June 30, 2024. ***Voted 4 - 0***

IV. NEW BUSINESS

1. Office of the Superintendent to discuss school budget rollout and planning calendar

Superintendent Simon discussed his plan for to be open and transparent with this year's budget. His process for this year include the following:

- On December 21, 2022 he will present to the school committee estimated numbers.
- On January 12, 2023 he would like to meet with both Select boards, their respective finance committees and the school committee.
- On February 21, 2023 he will have the legal proceeding; it will also be on YouTube.

Mr. Dugan's only concern is what each town will actually be doing but he does like working toward one message. Superintendent Simon will forward the timeline to all participating parties.

Mr. Hickey asked how this process will affect the regional committee. Superintendent Szymaniak stated there is the need to create a budget, and it will be starting the process soon. He believes there are good bones to start.

2. Camp Kiwanee resignations

Ms. Jamison submitted two resignations from long time caretakers. Ms. Fitzgerald-Kemmett spoke with Mr. Milisi regarding any concerns related to the departures. He stated there are no concerns.

MOTION by Mr. Hickey, seconded by Mr. Weeks, to accept the resignations from Camp Kiwanee. **Voted 5 - 0**

3. Stormwater and Drainage Committee – Management guidance/David Mansfield

Mr. Mansfield stated he is the new chair of the committee and shared its reorganization. He is asking the Board for some direction for the committee's focus. Ms. FitzGerald-Kemmett stated it was previously the Drainage Committee; the Board expects the Stormwater and Drainage Committee to follow similar issues. Mr. Amato stated the committee had been inactive for many years but the original intent was to meet regularly with the Highway Director to understand what are his needs and concerns. As that is Mr. Shave, the committee should meet with him for direction and clarification. Mr. Shave is also a nonvoting member of the Stormwater and Drainage Committee.

Ms. Green will reach out to Mr. Shave and coordinate times for him to meet with Mr. Mansfield and the rest of the committee.

4. Accept donations to the Senior Center in Memory of Ernie Jutras.
- | | |
|-------------------------------|-------|
| a. Sharon and William Kennedy | \$25 |
| b. Michael Travers | \$100 |

MOTION by Mr. Hickey, seconded by Mr. Weeks, to accept donations in member for Ernie Jutras. **Voted 5 - 0**

5. Right of First Refusal for 902 Main Street, 40B Unit 51

Ms. Green stated this is a formality for a purchase of any 40B property, as the Town has the right to first refusal if an offer has been made for a property the Town has a vested interest. Ms. FitzGerald-Kemmett asked if Ms. Green spoke with Hanson Housing regarding any interest. Ms. Green has not, but she will reach out and update the Board on the November 29 meeting.

6. Vote to increase the IT Director's salary to \$105,000

Ms. Green stated there was a Wage and Personnel meeting on June 21, 2022, discussing to increase the IT Director salary. The Select Board voted to increase the salary bylaw up to \$115,000, allowing some flexibility going forward, and increase the salary to \$105,000, based on salary survey information. The Town Accountant suggested the Board vote to the \$105,000, to finalize. It will be retroactive to July 1, 2022.

Ms. Green also stated that the 2% increase needs to be added as well. Ms. Fitzgerald-Kemmett noted that this needs to be discussed in Wage and Personnel.

MOTION by Ms. Rein, seconded by Mr. Weeks, to vote to accept the IT Director salary increase to \$105,000, with retroactive to July 1, 2022. **Voted 5 - 0**

7. Vote to increase the Council on Ageing Director's salary to \$68,234, representing a 3.5% increase.

Ms. FitzGerald-Kemmett stated, when discussed during Wage and Personnel, the salary increase requested was 3.0%, making the new salary be \$67,904.

Ms. FitzGerald-Kemmett would like to discuss the percentage change further as the Select Board initially agreed to a 3.0% increase, not 3.5% in the next Wage and Personnel meeting.

MOTION by Mr. Heal, seconded by Mr. Weeks, to increase to the Council on Ageing Director's salary to \$67,904, retroactive to July 1, 2022. **Voted 5 - 0**

8. Town Administrator vacation time

Ms. Green stated she has a vacation with her family planned, starting December 22, 2022. She requested to borrow 5.6 vacation days to spend the time away. Mr. Hickey suggested it would be cleaner to either round up or round down, suggesting 5.5 days. Ms. FitzGerald-Kemmett reminded Ms. Green that if she leaves prior to her the expiration of her contract, she needs to reimburse the Town.

MOTION by Ms. Rein, seconded by Mr. Weeks, to approve Ms. Green's request to borrow 5.5 days' vacation with the caveat she will pay back if she leaves before the contract expires. **Voted 5 - 0**

V. **APPROVE OPEN SESSION MINUTES**

1. June 28, 2022
2. August 30, 2022
3. November 1, 2022
4. November 4, 2022
5. November 9, 2022

MOTION by Mr. Hickey, seconded by Mr. Weeks to approve the minutes as presented on the agenda. ***Voted 5 - 0***

VI. ONE DAY LIQUOR LICENSES

1. Vote to approve One Day Liquor License for Kirain Roberts, on November 26, 2022, between hours of 3:00pm and 8:00pm for a Birthday Party

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

V TOWN ADMINISTRATOR REPORT

- Ms. Green thanked the Town Clerk's office for the great work during Special Town Meeting. She also noted the assistance of Mr. Matye in updating the warrant inserts.
- Ms. Green also recognized and thanked Cheryl Tott. She donated of a picture of her parents, Mr. and Mrs. Robert Tott, walking in front of Town Hall. It will be added to the November 29 agenda.
- She stated MIAA awarded a \$9000 grant for building maintenance software. Mr. Moberg and Mr. Baker provided assistance in the research.
- She reminded everyone that November 9 is the strategic planning session at Camp Kiwanee. She will forward the agenda tomorrow morning to all attendees.
- She participated in a Maquan site walk on Monday with several construction companies. She noted the auction date may need to be delayed as there were several questions posed surrounding asbestos and abatements need may need some research. Ms. Fitzgerald-Kemmett stated there is a completed survey that should answer some of the questions. She offered Ms. Green her copy; Ms. Green will review and update the RFP.

Another area of concern is what type of fill to be used. The Building Inspector will review and update Ms. Green. Ms. Green was questioned whether water would be made available. She conferred with the Water Department; it depends on the scope of need but most likely contractors will need to bring in their own. She stated all areas of concern will be updated in the RFP, thus preventing any add-ons during construction. She expected the RFP to be updated by February, and be in the May Town meeting warrant.

- Ms. Green is working on budgeting for FY 2024.
- Lastly, 69 Wood Street auction is scheduled for December 2 at 10am at Town Hall. All information will be on www.sullivan-auctioneers.com website. She thanked the Highway Department for the fantastic work clearing the property for those interested to see what it is.

VI. ADJOURNMENT

MOTION by Mr. Hickey, seconded by Mr. Weeks, to adjourn to Executive Session. **Voted 5-0**

*Respectfully submitted,
Lynn McDowell*