

Town of Rochester
Board of Selectmen

Board of Selectmen
Paul Ciaburri, Chairman
Bradford N. Morse, Vice Chairman
Greenwood Hartley III, Clerk



Town Administrator
Suzanne E. Szyndlar
Administrative Assistant
Amanda L. Baptiste

BOARD OF SELECTMEN MEETING
MONDAY, FEBRUARY 16th, 2021

Chairman Paul Ciaburri, Vice Chairman Bradford Morse, and Clerk Greenwood Hartley III are all present.

The Board of Selectmen's Open Meeting is opened by Chairman Paul Ciaburri.

Minutes

Motion: A motion is made by Selectman Morse to approve the Open Session Board of Selectmen meeting minutes of February 1st, 2021 as presented. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the minutes are approved with a unanimous vote. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

Selectmen's Signature:

Key Card Policy- Town Administrator Szyndlar informs the Board that the Town Hall has now upgraded to include a keycard lock system for employees and volunteers. She presents the Board with a key card policy for review.

Motion: Selectman Morse makes a motion to adopt the key card policy as presented. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the motion passes unanimously. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

Surplus Policy- The Board is presented with an updated Surplus policy outlining the requirements and procedure for Town surplus items.

Motion: Selectman Morse then makes a motion to adopt the updated surplus policy as presented. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the motion passes unanimously. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

Fiscal Year '21 Reserve Fund Policy- Town Administrator Szyndlar provides and reviews the updated Fiscal Year 2021 Reserve Fund Policy. She notes that she will provide her recommendations on funding from free cash once she has more information in the budget process.

Correspondence:

SEMASS PILOT Payment- The Board received the January, 2021 SEMASS PILOT payment in the amount of \$262,943. It is mentioned that this amount is significantly lower than this time last year based on an equipment outage at SEMASS in January.

Town Administrator's Report/ COVID-19 Update:

- Town Administrator Szyndlar begins her report by giving the Board an update on the damaged Verizon poles around Town. Since the last Verizon public hearing, they have provided an engineering hotline to report pole issues and recently have been seen around Town fixing problem poles.
- Next, Town Administrator Szyndlar says that she anticipates ROCCC Director Michael Mahoney to be in attendance at the next meeting to review the Town's intermunicipal agreement.
- Then, Town Administrator Szyndlar adds that she just received the ORCTV audit and will provide it to the Board tomorrow.
- After this, she states that she has a Zoom meeting scheduled with Good Energy to review the Department of Public Utilities regulatory requirements concerning certain aspects of municipal aggregation programs.
- Lastly, Town Administrator Szyndlar finishes off her report by saying that she received notice from Bristol Aggie that in addition to the non-resident tuition cost, they plan to add a debt assessment cost for sending communities. She adds that after receiving this information she met with Marion and Mattapoisett to discuss the debt assessment and all agree that, due to the nature of debt and impact it could have on the Town's budgets, they reached out to Representative Straus in hopes to help address this issue. Selectman Morse recommends she also reach out to Senator Rodrigues as well for guidance.

Meeting Notices:

Selectman Ciaburri informs everyone that his COVID team meetings have now been increased to weekly. He talks about plans that have been made once vaccines are available in the Town. Selectman Hartley also mentions that the Council on Aging has been making arrangements for senior residents to be able to be vaccinated at the Gillette Stadium site and suggests interested seniors reach out to the Council on Aging for more information.

Old Business:

Selectman Ciaburri says that all payroll and vendor warrants have been signed since the last meeting.

Selectman Hartley gives an update on items that had been discussed at the most recent Public Safety Meeting. He mentions that he has written an article for the next Council on Aging Newsletter talking about house numbering that is available through the Police Department. Also, he talks about a draft RFQ to hire professionals to evaluate the public safety buildings.

Next, Selectman Hartley lets everyone know about an upcoming \$1.3 Million SRPEDD grant for technical assistance and local aid. He states that he met with the Town Planner and Planning Board Chairman about the potential of applying for this grant in order to start the master plan process before the March 5th deadline.

Lastly, Selectman Hartley states that the Town was not awarded the Winter Streets and Roads Grant, but he has looked at other submissions that were, and there were multiple awarded for ADA compliant walking paths. Selectman Hartley reached out to Facilities Manager Andrew Daniel to see if this was a project that could be done in the timeframe if we reapplied, as this was a project that had been discussed in the past.

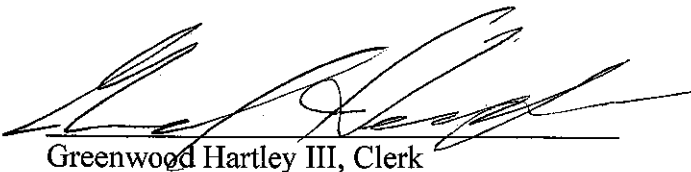
New Business:

2020 Board of Selectmen Annual Report Submission- The Board is presented with a draft submission for the 2020 Annual Report.

Motion: Selectman Morse then makes a motion to submit the submission on behalf of the Board of Selectmen into the 2020 Annual Report. This motion is then seconded by Selectman Ciaburri. All members of the Board are in favor and the motion passes unanimously. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

Adjournment

Motion: Selectman Morse then makes a motion to adjourn the open meeting. This motion is seconded by Selectman Hartley. All members of the Board are in favor and the Board enters into Executive Session. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.



Greenwood Hartley III, Clerk

Amanda L. Baptiste, Administrative Assistant