

**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**  
**TUESDAY, APRIL 20<sup>TH</sup>, 2021**

Chairman Paul Ciaburri, Vice Chairman Bradford Morse, and Clerk Greenwood Hartley III (remotely) 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 April 5<sup>th</sup>, 2021 as written. 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.

**Motion:** A motion is made by Selectman Morse to approve the Open Session Board of Selectmen meeting minutes of April 8<sup>th</sup>, 2021, as written. 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.

**People on the Agenda:**

**Police Chief Small-** Police Chief Robert Small is in attendance and recommends Mr. James Hightower to fill the vacant position of part-time Police Officer for the Town.

**Motion:** Selectman Morse makes a motion to appoint Mr. Hightower as a part-time Police Officer as recommended by Chief Small. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the motion passes unanimously.

**New Flammable Fluid License Hearing: 15 Briarwood Lane-** Selectman Ciaburri opens the public hearing. Mr. Rick Charon is present on behalf of David and Jackie Eckert, of 15 Briarwood Lane, who are petitioning the Board for four one-thousand-gallon underground LP Fuel tanks. Selectman Morse notes that he doesn't have any concerns with the request as it has been approved by the Fire Chief and therefore must comply with all State codes. There are no abutters present to speak for or against the request.

**Motion:** Selectman Morse then makes a motion to close the public hearing, Selectman Hartley seconds. All members of the Board are in favor, the public hearing closes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** Selectman Morse next makes a motion to approve the Flammable Fluid License request for four one-thousand-gallon underground LP Fuel tanks located at 15 Briarwood Lane for David and Jackie Eckert as requested. Selectman Hartley seconded this motion. All Members of the Board are in favor, the motion passes with a unanimous vote. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Old Colony R.V.T.H.S District Appointment-** Selectman Morse makes a motion to recess the Open Board of Selectmen meeting. This motion is seconded by Selectman Hartley. All members are in favor, the meeting is recessed. Then, Town Moderator Kirby Gilmore opens the Old Colony RVTHS District Appointment Meeting; Sharon Hartley and Anne Fernandes are also in attendance on behalf of the School Committee. Sharon Hartley makes a motion to reappoint Shirley Bourque to the Old Colony RVTHS District Committee, Anne Fernandes seconds this motion. All members of the Committee are in favor, the motion passes with a unanimous vote. Sharon Hartley then thanks Ms. Bourque for her hard work and service to this committee, and others, throughout the years. Mr. Gilmore then makes a motion to close the meeting. This motion is seconded by Selectman Hartley. All members are in favor, the meeting is closed.

Selectman Ciaburri reopens the Open Board of Selectmen meeting.

**Annual Town Meeting Warrant Review with Town Moderator, Finance Committee, Town Clerk and Capital Planning Committee-**

The Board makes no recommendation on article one

The Board makes no recommendation on article two

The Board makes no recommendation on article three

The Board makes no recommendation on article four

The Board makes no recommendation on article five

**Motion:** To recommend article six as presented (Hartley/Morse) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To recommend article seven as presented (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To recommend article eight as presented (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To recommend article nine as presented (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** The Board makes no recommendation on article ten (Flood Plain Maps)

**Motion:** To remove article ten and place it on the Special Town Meeting warrant in the fall (there were two article tens on the draft warrant) (Morse/Ciaburri) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To remove article eleven and place it on the Special Town Meeting warrant in the fall (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To recommend article twelve as presented (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To recommend article thirteen as presented (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To recommend article fourteen as presented (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To recommend article fifteen as presented (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To recommend article sixteen as presented (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Motion:** To recommend article seventeen as presented (Morse/Hartley) 3:0. Motion Passes. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

**Selectmen's Signature:**

**Arbor Day Proclamation-** Selectman Ciaburri reads a portion of the proclamation declaring April 30<sup>th</sup>, 2021 as Arbor Day for the Town of Rochester.

**Motion:** Selectman Morse makes a motion to declare April 30<sup>th</sup> as Arbor Day for the Town of Rochester. 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.

**Pine Street Property Usage Request: Rochester Boy Scout Troop 31-** The Board reviews the request received from Boy Scout Troop 31 requesting use of the Pine Street property to hold a yard sale fundraiser from June 25<sup>th</sup>-27<sup>th</sup>.

**Motion:** Selectman Morse makes a motion to approve the request as submitted. 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.

**Annual Flammable Fluid License Renewals-**

**Motion:** Selectman Morse make a motion to renew the list of all Flammable Fluid Licenses as presented to the Board. 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.

**Annual Board/Committee Appointments-**

**Motion:** Selectman Morse make a motion to renew the list of all Annual Board/Committee Appointments as presented to the Board. 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.

**Correspondence:**

**Library Director Gail Roberts: Library Update-** The Board reviews a memo received from Library Director Gail Roberts outlining the current process for their limited opening at the library and notes that they no longer require appointments for residents to browse, though appointments are still required for computer usage.

**Council on Aging Appointment Request-** A letter was received from Council on Aging Board of Directors Mike Cambra, recommending the Board appoint Andrew Revell and Mary Bessey to the Board of Directors.

**Motion:** Selectman Morse makes a motion to appoint Andrew Revell and Mary Bessey to the Council on Aging Board of Directors. 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.

**Town Administrator's Report/ COVID-19 Update:**

- Town Administrator Szyndlar begins her report requesting the Board vote for a representative for the RMS Teacher's Union negotiations; Selectman Morse volunteers.

**Motion:** Selectman Ciaburri makes a motion to have Selectman Morse serve as the Board representative for the RMS Teacher's Union negotiations. This motion is seconded by Selectman Hartley. 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.

- Next, Town Administrator Szyndlar requests the Board vote for a representative for both the Town Planner and Conservation Agent Search Committees. Selectman Morse volunteers for the Town Planner Search and Selectman Ciaburri for the Conservation Agent search.

**Motion:** Selectman Hartley makes a motion to have Selectman Morse serve as the Board representative for the Town Planner Search Committee and Selectman Ciaburri for the Conservation Agent Search Committee. This motion is seconded by Selectman Morse. 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.

- Then, Town Administrator Szyndlar states that the Fire Department has recently been approved for a \$12,500 Firefighter Safety Equipment Grant.
- After this, she thanks Highway Surveyor Jeffrey Eldridge for the great work he and his department did replacing the tree in front of the Town Hall.
- Lastly, Town Administrator Szyndlar finishes off her report by letting the Board know that the Independent External Audit of the Financial Statements has been completed for FY '20. She notes that the objective of the year-end audit is to obtain independent assurance that the statements are presented in accordance with provisions established by the Governmental Account Standards Board, which helps the Town's credit rating for when we go out to borrow.

#### **Meeting Notices:**

Selectman Ciaburri mentions that he will be attending the Eagle Scout pinning ceremony and suggests the Board have citations created, on behalf of the Selectmen, to be presented to them that night.

**Motion:** Selectman Morse makes a motion to have citations made for the Eagle Scouts on behalf of the Board of Selectmen. 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.

#### **Old Business:**

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

**SMASS Donation Department Requests-** The Board agree to move this agenda item to the next meeting so that all Board members can be present in person to discuss.

**Memorial Day Event Discussion-** The Board agree to also move this agenda item to the next meeting so that all Board members can be present in person to discuss.


#### **New Business:**

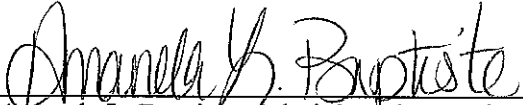
Selectman Morse informs everyone that at the last Veteran's Council meeting they had announced the hiring of Mr. Christopher Gerrior as Veteran's Agent for the Tri-Town.

Next, Selectman Morse provides Town Administrator Szyndlar with two letters of interest for upcoming positions on the Conservation Commission. She notes that she will add the letters to an upcoming meeting, once the positions are available.

#### **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 meeting is adjourned. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

  
Greenwood Hartley III, Clerk

  
Amanda L. Baptiste, Administrative Assistant