

**Town of Rochester**  
**Board of Selectmen**

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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, JUNE 7<sup>TH</sup>, 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 May 17<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.

**People on the Agenda:**

**Conservation Agent Interviews (2)-** The Board conducted interviews with Brian Vasa and Merilee Kelley for the position of Conservation Agent.

**Motion:** Selectman Morse makes a motion to follow the recommendation of the Conservation Commission and enter into contract negotiations with Brian Vasa. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the motion passes unanimously.

**Selectmen's Signature:**

**Finance Committee Reappointment-** Town Moderator David Arancio is in attendance with the Board for the Finance Committee reappointment of Anthony Ruocco.

**Motion:** Selectman Morse makes a motion to reappoint Anthony Ruocco to the Finance Committee. This motion is seconded by Selectman Hartley. Mr. Arancio and all the Selectmen are in favor of the reappointment, the motion passes.

**Assistant Treasurer Reappointment-**

**Motion:** Selectman Morse then makes a motion to reappoint Diana Knapp as Assistant Treasurer. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the motion passes unanimously.

**Correspondence:**

**SEMASS PILOT Payment- April, 2021-** The Board received notice of the SEMASS PILOT Payment for April, 2021 in the amount of \$331,643. Selectman Hartley questions why the Board present these payments every month, which Town Counsel Bailey and Selectman Morse explain is to allow residents to be informed of any variances in payments throughout the year.

**Letter of Resignation: Conservation Commission-** The Board received a letter of resignation from Conservation Commission member Michael Conway.

**Motion:** Selectman Morse makes a motion to accept the letter of resignation from Mr. Conway and send him a letter of thanks for his time on the Commission. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the motion passes with a unanimous vote.

### **Town Administrator's Report:**

- Town Administrator Szyndlar begins her report by informing the Board that now that the Governor has lifted all restrictions, if there is no input from the Board, she plans to fully reopen the Town Hall and Annex buildings as of June 8<sup>th</sup> following guidelines based on current CDC recommendations.

**Motion:** Selectman Hartley makes a motion to approve the Town Hall and Annex opening plan as recommended by Town Administrator Szyndlar. Selectman Morse seconds this motion. All members of the Board are in favor, the motion passes unanimously.

- Town Administrator Szyndlar next tells the Board that the next Tri-Town Selectmen's meeting is currently proposed for July 13<sup>th</sup>.
- Then, Town Administrator Szyndlar requests approval from the Board to carry over one-week of her unused vacation time into FY '22.

**Motion:** Selectman Morse makes a motion to approve Town Administrator Szyndlar's vacation carry over request, seconded by Selectman Hartley. With all members of the Board in favor, the motion passes.

- After this, Town Administrator Szyndlar informs the Board that she is expecting to hold a Special Town Meeting in the fall and discusses proposed dates to hold the meeting; the Board agrees to vote to set the date at the next meeting.
- Lastly, Town Administrator Szyndlar lets the Board know that she recently received ORCTV's 2020 Annual Report.

### **Meeting Notices:**

Selectman Ciaburri makes mention of a recent Plymouth County Advisory Board meeting he had recently attended where the topic of discussion was around new rounds of federal funding that will be available in the future to be used for many things including infrastructure.

### **Old Business:**

All payroll and vendor warrants have been signed by Selectman Ciaburri since the last meeting.

Selectman Hartley brings up the past discussion of the unauthorized business signs placed around Town. Town Counsel Bailey notes that he had send a letter to the company informing them that the signs were not allowed, although new complaints have been received of signs from a different company. He asks Selectman Hartley to leave him one of the signs and he will send a demand letter to this company to remove the signs from Town property.

### **New Business:**

#### **Board Reorganization-**


**Motion:** Selectman Hartley makes a motion to reorganize the Board as follows: Selectman Morse as Chairman, Selectman Hartley as Vice-Chairman, and Selectman Ciaburri as Clerk. This motion is seconded by Selectman Morse. All members of the Board are in favor, the motion passes unanimously.

#### **Plymouth County Advisory Board Representative-**

**Motion:** Selectman Morse makes a motion to have Selectman Ciaburri continue to be the Board's representative to the Plymouth County Advisory Board. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the motion passes with a unanimous vote.

### **Adjournment**

**Motion:** Selectman Morse then makes a motion to adjourn the Open Board of Selectmen meeting. This motion is seconded by Selectman Hartley. All members of the Board are in favor and the meeting is adjourned.



Paul Ciaburri, Clerk



Amanda L. Baptiste, Administrative Assistant