

**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, FEBRUARY 3<sup>RD</sup>, 2020**

Present: Chairman Paul Ciaburri, Vice Chairman Bradford Morse, and Clerk Greenwood Hartley III

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 Executive Session Board of Selectmen minutes of January 23<sup>rd</sup>, 2020 as presented. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the motion passes unanimously.

**Motion:** A motion is made by Selectman Morse to approve the Open Session Board of Selectmen minutes for January 21<sup>st</sup>, 2020 as presented. This motion is seconded by Selectman Ciaburri. Selectman Hartley abstains from the vote. The motion passes with a 2:0:1 vote.

**People on the Agenda**

**Part Time Police Officer Appointment-** Police Chief Small is present to request the Board appoint Emmanuel Mattias as a Part-Time Police Officer for the Town.

**Motion:** Selectman Morse makes a motion to appoint Emmanuel Mattias as a Part-Time Police Officer. This motion is seconded by Selectman Hartley. All members of the Board are in favor, the motion passes unanimously.

**Fire Chief Weigel: Fire Station Building Committee Discussion-** Fire Chief Weigel joins the Board to request to form an ad-hoc committee to look into the potential of a new Fire Station within the next few years. He mentions that he would like the committee to consist of members both within and outside of the department and would send out letters to include any interested parties from other boards or committees. Selectman Hartley recommends he put together some more information to report back to the Board, including what equipment is currently being stored where and the makeup of the requested committee.

**Rochester Affordable Housing, Inc. –** Mr. Mark Wellington, of Rochester Affordable Housing Inc., is back in front of the Board as a follow up to their request of seeing if the Board will vote to give the group a parcel of Town owned land to start their affordable housing project aimed for Rochester seniors and veterans.

Selectman Ciaburri explains his concerns to the group stating that he does not want the Town to go into the "housing business" and that there are many upcoming needs of the Town to be addressed and until they are completed won't know which parcels would even be available. Selectman Morse mentions that if they were to have available parcels, he could not support them being sold at less than fair market value. Selectman Hartley also adds that with approximately fifty 510C3 groups in Town he is hesitant to support giving a parcel to the group and setting a precedent to all the other groups in Town. The Board discuss bringing this topic up at the next quarterly Town planning meeting and the need for an updated Master Plan. All three Board members agree that the project is a great concept but don't believe there is anything they can do for the group at this time.

### **Selectmen Signature**

#### **Presidential Primary Election Warrant-**

**Motion:** A motion is made by Selectman Hartley to sign the Presidential Primary Warrant as presented. This motion is then seconded by Selectman Morse. All members of the Board are in favor, the motion passes unanimously.

**COMSTAR Hardship Application Requests-** The Board reviews multiple hardship applications received from COMSTAR, the Town's ambulance service. The Board agree that the applications are all missing required information. Chief Weigel mentions that there is approximately \$200,000 in unpaid ambulance invoices and recommends the Board have COMSTAR rebill these people now that the Town has obtained a collection company to try to recover some of these costs.

**Motion:** Selectman Morse makes a motion to table this matter. The motion to table is seconded by Selectman Hartley. All members of the Board are in favor, the matter is tabled.

**Interim Town Clerk Appointment-** The Town received a letter of interest from Paul Dawson requesting to fill the vacancy left from former Town Clerk Naida Parker. He has requested the Board appoint him as the Interim Town Clerk until the Annual Town Election. He feels that with his background in municipalities, as a former Town Clerk and Town Administrator, he would be able to help with the transition in the Town Clerk's Office at this time. Town Administrator Szyndlar mentions that Mr. Dawson's office hours, should he be appointed, would be Monday through Thursday 8:30-12:30 and Monday nights from 4-6 with the goal of having the office hours matching the Town Hall's hours in the future to help better serve residents of the Town.

**Motion:** Selectman Morse makes a motion to appoint Paul Dawson as the Interim Town Clerk until the Annual Town Election in April. This motion is seconded by Selectman Hartley. All members of the Board are in favor and the motion passes unanimously.

**Citation of Recognition-** The Board is presented with a citation of recognition for the retirement of former Town Clerk, Naida Parker.

**Motion:** Selectman Morse makes a motion to sign the citation as presented, seconded by Selectman Morse. All members of the Board are in favor and the motion passes unanimously.

**Police Union Contract-** The Board is presented with the Police Union contract that had been negotiated in Executive Session.

**Motion:** Selectman Morse makes a motion to sign the Police Union contract as presented. This motion is seconded by Selectman Hartley. All members of the Board are in favor and the motion passes with a unanimous vote.

The Board thanks everyone that was involved in this process.

### **Correspondence**

**SEMASS PILOT Payment-** The December 2019 SEMASS PILOT payment was received in the amount of \$363,509.

**SEMASS Donation Received-** The Board received the annual \$10,000 donation from SEMASS. Town Administrator Szyndlar notes that as in years past, she will reach out to all Department Heads to have them submit their requests for a portion of the donation, she will report the requests back to the Board in a month.

**Annie Maxim House Donation Received-** The Board received the annual donation from the Annie Maxim House intended for: The Council on Aging, Ambulance Service, Fire Department, Police Department, and Highway Department. A thank you letter has been sent to them on behalf of the Town.

**Verizon Annual Complaint Filings Report-** The Verizon annual complaint filing report has been submitted to the Board. It reports that there were 23 logged complaints, with 23 resolutions.

**Request for Appointment: Cemetery Commission-** A letter of interest was received of Mr. Daniel Blizzard to be appointed to the Cemetery Commission. This appointment to an elected commission would be until the Annual Town Election in April.

**Motion:** Selectman Morse makes a motion to appoint Daniel Blizzard to the Cemetery Commission until the Annual Town Election. 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 providing the Board with a copy of the current budget sheets. She notes that some budgets have been approved already by the Finance Committee and she will provide updates at each meeting for the remainder of the budget process.
- Next, Town Administrator Szyndlar gives the Board an update on the Reserve Police that was approved back in July and reviews where the Town currently stands in regards with the goals made within the policy.
- Then, Town Administrator Szyndlar lets the Board know that she had recently attended the Massachusetts Municipal Association Annual Meeting last weekend.
- Lastly, Town Administrator Szyndlar notes that she had attended a Veteran's Council meeting on January 30<sup>th</sup> where they reviewed their budget proposals and she will provide those budget requests to the Board at the next meeting.

#### **Old Business**

**Payroll/Vendor Warrants-** Selectman Ciaburri notes that all payroll and vendor warrants have been signed since the last meeting.

Selectman Hartley then gives the Board an update on the Superintendent Search Committee and mentions that they have narrowed it down to three candidates, whose names have been submitted to the School Committee for consideration. They are expected to make their decision by March 1<sup>st</sup>.

Selectman Hartley next mentions that he had recently attended one day of the MMA Conference with Town Administrator Szyndlar.

Next, Selectman Hartley notes that the Town is expected to receive its first Green Communities grant in the amount of \$135,900.

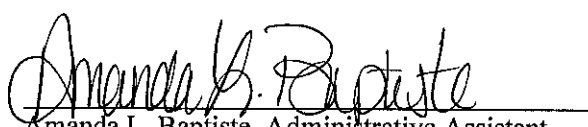
Then, Selectman Hartley informs everyone that he had met with ORR Facilities Manager Gene Jones to receive information that would be needed regarding the RMS roof for the potential of putting solar panels on the roof. He provided the information received to Rochester Facilities Manager Andrew Daniel for the two to work together on this potential project.

Lastly, Selectman Ciaburri explains that he had received a letter from a private group called the Mass Fiscal.org regarding their opposition to the proposed Transportation Climate Initiative. They are requesting the Board draft a letter of support for their cause. The Board take the letter under advisement.

#### **Adjournment**

**Motion:** Selectman Morse makes a motion to enter into Executive Session, not to return back into Open Session at the conclusion to discuss strategy sessions for negotiations with nonunion personnel. This motion is seconded by Selectman Hartley. With all members of the Board in favor, 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