

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
THURSDAY, MAY 7TH, 2020

This meeting is conducted remotely via Zoom Meetings

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

The Board of Selectmen's Open Meeting is opened by Chairman Paul Ciaburri. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

Minutes

Motion: A motion is made by Selectman Morse to approve the Open Session Board of Selectmen meeting minutes of April 30th, 2020 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:

Part Time Police Officer Appointment- The Board reviews a request from Police Chief Small regarding appointing a new Part-Time Police Officer, Mr. Robert Orr.

Motion: Selectman Morse makes a motion to appoint Robert Orr as a Part-Time Police Officer. Selectman Hartley seconds this motion. All members the Board are in favor, the motion passes unanimously. Roll Call Vote Hartley- Aye, Morse - Aye, Ciaburri- Aye 3:0 motion passes.

Full Time Police Officer Appointments- The Board reappoints three Full-Time Police Officers; Officer Emberg, Officer Rego, and Sargent Flynn for new three-year appointments to expire April 30th, 2023.

Motion: Selectman Morse then makes a motion to approve the three reappointments as presented to the Board. 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.

Town Administrator's Report/ COVID-19 Update:

- Town Administrator Szyndlar begins her report by informing everyone that due to a requirement under the Coronavirus Relief Fund, to ensure the Town will be reimbursed for unbudgeted Covid-19 related expenditures, the Board would need to vote to allow her to send a letter to the Director of Accounts, Division of Local Services, requesting written approval to pay emergency liabilities in excess of appropriation. She notes that Under G.L. c. 44 section 31, no department financed by municipal revenue may incur liabilities in excess of appropriation "except in cases of major disaster" such as the COVID19 State of Emergency Declared on March 10, 2020.

- Next, Town Administrator Szyndlar mentions that guidance she received from the Deputy Commissioner states that even though a Town has a scheduled Annual Town Meeting in June, the Town should still request approval of a 1/12 budget for July just in case the Annual Town Meeting doesn't happen. She is preparing a 1/12 budget for the Board to approve at the next meeting for this reason, which is a budget that's based on the last budget approved at Town Meeting. Town Counsel Bailey adds that this 1/12 budget cannot include anything that would need a Town Meeting approval.
- Then, Town Administrator Szyndlar informs everyone that the Finance Committee has approved the budget for the June 22 Annual Town Meeting. However, based on the letter from Senator Rodrigues that she received yesterday giving some guidance to the Town, she feels that the budgets will need to be looked at again for possible cuts. She notes that she will provide the updated budget to the Board soon.
- Lastly, Town Administrator Szyndlar lets the Board know that she is unable to attend a meeting for next Thursday, May 14 and suggests the Board goes back to meeting on Mondays, starting May 18. The Board agrees to go back to meeting on Mondays but keeping the 11 A.M. meeting time for now.

Selectman Hartley then questions Town Administrator Szyndlar on the budget cuts that she had referred to and asks if she knows what to expect as he does not want to see people speculating what it may mean. Town Administrator Szyndlar first explains that at this point she is working to build a budget with very conservative revenues. She assures the Board that while the Town is in fiscally much better shape than others, she stresses that the impact to our revenue sources due to the shutdown of the economy is unknown and that she is beginning to look into areas of Town spending that are not required at this time to help save costs. She states that specific information is not available as to what cuts the Town will be making. Town Counsel Bailey adds that the Town has continued to receive the SEMASS PILOT payments during this time.

Old Business:

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

Plymouth County Commissioners Meeting Discussion- Selectman Ciaburri informs the others that at the recent Plymouth County Commissioners Meeting they discussed how they have planned to take steps to disperse the \$90 million Coronavirus Relief Funds received and are aiming to have reimbursement funds be released as early as June. More information will be received in the following weeks.

Memorial Day Discussion-Next, the Board discuss the Town's Annual Memorial Day Event. Selectman Morse had mentioned the possibility of rescheduling the event to take place for Veteran's Day. They all agree to currently cancel the event and revisit the discussion over the summer of a Veteran's Day event instead.

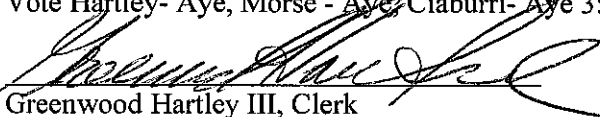
New Business

Selectman Hartley discusses with the other members of the Board scheduling a Public Safety and Interdepartmental Meeting in the near future. Town Administrator Szyndlar notes that she will take care of reaching out to Department Heads to find available dates that will work for everyone.

Council on Aging Director Cheryl Randall-Mach is in attendance and asks the Board if there is any policy in effect that require people to wear masks in Town buildings. Town Counsel Bailey answers that there is.

Adjournment

Motion: Selectman Morse makes a motion to adjourn the Open Session Board of Selectmen's meeting. 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