

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, MAY 18TH, 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 Executive 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.

Motion: A motion is made by Selectman Morse to approve the Open Session Board of Selectmen meeting minutes of May 7th, 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:

Flammable Fluid License Name Change- The Board reviews a request to change the name on the Flammable Fluid License for Fiberglass Specialties, located at 15 New Bedford Road, to Alcoza Graubrey LLC; the owner of the property. The Fire Chief has approved this license change and sent a memo to the Board regarding it.

Motion: Selectman Morse makes a motion to change the Flammable Fluid license located at 15 New Bedford Road from Fiberglass Specialties to Alcoza Graubrey LLC. Selectman Hartley seconds this motion. 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.

1/12 Budget Approval Request- The Board is presented with a 1/12 budget proposal, in the amount of \$1.95 Million, to be submitted to the Department of Revenue to be able to cover payroll, expenditures, and fixed costs into FY '21 should the Annual Town Meeting not be able to take place on June 22nd.

Motion: Selectman Morse then makes a motion to approve and submit the 1/12 budget proposal to the Department of Revenue. 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 the Board that she is currently working on the Annual Town Meeting Warrant, and intends to have a draft ready for review by the Board at their next meeting.
- Next, Town Administrator Szyndlar mentions that the Division of Local Services has approved the emergency spending request for \$50,000 to support the Town's response to COVID-19, though more can be requested if needed.
- Then, Town Administrator Szyndlar informs everyone that under the Plymouth County CARES Act Phase I funding and based on population data, Rochester has been approved for \$246,000. This is a reimbursement program and the County is developing guidelines and parameters consistent with the CARES Act. They will try to process the first set of reimbursement requests by the end of June so that free cash is not hit.
- Lastly, Town Administrator Szyndlar notes that the Board of Assessors voted to issue preliminary FY '21 tax bills if necessary. This would help avoid the need for costly short-term borrowing.

Then, Town Clerk Paul Dawson requests from the Board approval for sending a mass mailing of early voting applications to residents to help spread information on early voting availability and hopefully reduce the number of people at the voting location on Election Day. The Board express their reservations and conversation ensues. Town Clerk Dawson and the Board also discuss other information that could be included in the mailer including the new dates for the Town's Election and Annual Town Meeting. The entire mailing process would cost a maximum of \$5,000 and may be eligible for reimbursement through the CARES Act.

Motion: Selectman Morse then makes a motion to allow Town Clerk Dawson to draft a cover letter and include early voting applications to be mass mailed out to residents. 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:

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

Selectman Hartley then brings up the Recycling IQ program and he and the Board thank Marcia Kessler for her hard work with this project and answering any questions that have arisen with residents.

Next, Selectman Hartley revisits a conversation the Board had discussed at another meeting about the potential of placing solar panels at the Rochester Memorial School. He shares his screen to show everyone on the meeting canopy type panels he would like to see installed in the parking lot at the school.

Then, Facilities Manager Andrew Daniel mentions that he has plans that could tentatively be used for Election Day poll concerns. The Board agree to discuss options at the next Public Safety Meeting.

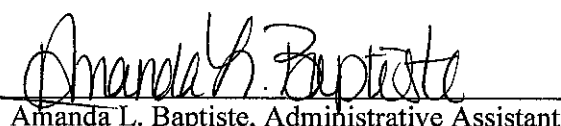
Next Meeting

The Board agree to hold the next meeting on Monday, June 1st to be able to sign the Annual Town Meeting warrant. Another meeting would be held earlier, though, should there be a need before June 1st.

Adjournment

Motion: Selectman Morse makes a motion to adjourn the Open Session Board of Selectmen 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