

Town of Nahant, MA
Board of Selectmen

Meeting Minutes
02 October 2014 7:30

Present:

Perry Barrasso, Chairman
Michael P. Manning, Vice Chairman
Richard J. Lombard, Secretary
Mark Cullinan, Interim Town Administrator

Also Present: Janet Dolan, Chair Library Trustees, Daniel Munnely, FinCom members:
Brendan Nolan, Perry Manadee, John Fulghum, Laura Giardella, and Kathy Marden

Meeting Opened at 7:30 pm

Pledge of Allegiance: Lead by Mr. Barrasso

Mr. Barrasso welcomed all to the meeting.

Opening Remarks: None

Approval of September 18, 2014 minutes: Mr. Barrasso tabled the approval of minutes because revisions were needed.

Appointment of Daniel Munnely Library Trustee: Mr. Manning made a motion to take appointment out of order. Mr. Lombard seconded. Unanimous vote in favor to take out of order. Mrs. Dolan spoke in favor Mr. Munnely to serve the as library trustee until next election upon resignation of Mr. Welsh. Library Trustees voted unanimously to appoint Mr. Munnely. Upon hearing no other nominees, Mr. Lombard made a motion to close the discussion. Mr. Manning seconded. Unanimous vote to close. Mr. Lombard made a motion to appoint Mr. Munnely as library trustee. Mr. Manning seconded. Unanimous vote in favor. Mr. Manning moved as a point of order that the record state that the appointment was a joint appointment along with the library trustees. Mr. Lombard seconded. Unanimous vote in favor.

Town Administrator Report

Special Town Meeting: Mr. Cullinan stated he felt there was no need for a special Town Meeting and Mr. Ward, Chairman of the Finance Committee agreed. Mr. Cullinan stated that if a new Town Administrator is hired on 5/1/15 there will be a \$43,000 deficit at FY15 end. If things happen quicker a reserve fund transfer can be made. If needed, adjustment can be made at Annual Town Meeting. Mr. Lombard made a motion to defer Special Town Meeting. Mr. Manning seconded the motion. Unanimous vote in favor to not hold a Special Town Meeting.

Proposed FY16 Budget Schedule:

Mr. Manning anticipated a smoother budgeting process and better communication between Mr. Cullinan and FinCom this year. Mr. Lombard stressed commitment to better budgeting, and stressed the need for fairness in salaries. Mr. Barrasso pledged support to FinCom. Mr. Cullinan is developing policies and procedures which will help drive budgeting process, and should be available by early December. Ms. Giardella asked if the FY16 budget could be submitted earlier this year, to which Mr. Cullinan replied that there are a number of items which drive the budget process, including budgeting revenues and pending pay increases for bargaining unit contracts, but agreed to try to hasten the process. Mr. Manning encouraged Mr. Cullinan to share draft budgets and expressed his confidence in Mr. Cullinan's 17 years of experience in preparing Nahant's budget. Mr. Ward asked about FinCom's request for Department of Revenue audit. Mr. Manning stated Town's regular audit is underway and will be finished first. With an Interim Town Administrator, and staffing issues, now is not the time for Department of Revenue Audit. Mr. Ward wanted assurance that budgeting process be united and smoother. The Board pledged to move forward and support the budget and recommendations of Mr. Cullinan.

Mrs. Marden questioned the status of Coast Guard Housing Committee and the \$8,000 investment in Landvest appraisal. Mr. Barrasso acknowledged that it is an open action item, and has pledged to re-convene the committee. Mr. Manning moved to send a letter to the Town Moderator asking him to fill the vacancy on the FinCom. Mr. Lombard seconded the motion. Unanimous vote in favor to send letter to Moderator.

Compost Area Update: Mr. Cullinan met with the Town's engineering consultant, Mr. Coughlin, and reviewed the current status of the compost area clean up and stated there may be enough money in the budget to remove most of the compost. He also met with lobstermen and progress is being made in cleaning up the lobster trap storage area and marking out the boundaries. Mr. Manning suggested the Interim Town Administrator meet with Mr. Coughlin to update the plan, plant trees, etc.

Town Administrator Search Committee: Mr. Cullinan stated that Committee has been formed with a mix of old and new members. Mr. Cullinan will attend the first meeting to get them started.

Unfinished Business: Mr. Cullinan presented a task list with dates, responsible parties and completion percentage. Mr. Riley suggested including Chief Dwyer on the Zoning task. Mr. Manning suggested the other Board members add to the list. Mr. Lombard suggested that task load for Mr. Cullinan be lessened. Mr. Cullinan stated that budgeting was a large part of the list and has to be done anyway. Mr. Barrasso tasked the Board with taking some of the tasks on thus relieving the workload. Mr. Manning asked that Insurance Advisory Committee be reinstated. Mr. Cullinan stated rates from MIIA don't come out until February.

Appointment of Mark Holey as Assistant Harbormaster:

Based on the recommendation of Harbormaster Rob Tibbo, Mr. Cullinan appointed Mark Holey as an Assistant Harbormaster. Mr. Manning made a motion to approve the appointment. Mr. Lombard seconded. Unanimous vote in favor to approve the appointment.

Town Counsel Report:

Mr. Riley reiterated that he was working with Chief Dwyer on zoning issues.

New Business – Hazard Mitigation Grant Program:

Mr. Cullinan presented a joint letter from DCR and MEMA recommending to FEMA the hazardous mitigation plan for Forty Steps which was eroded during Sandy and further by last year's storm. It is likely to be approved with 25% match from Town.

New Business – Community Innovation Challenge Grant:

Mr. Cullinan explained Ms. Schumann applied for \$16,500 grant for new cemetery software which would integrate with current GIS mapping and make information available online.

Closing Announcements:

Flu Clinic 10/29/14 and 10/30/14 from 3pm to 7pm Town Hall. Open to children over 5 and adults both days.

Vets Memorial Service 11/1/14 1PM Solimine Funeral Home.

Boston Brain Tumor Work 10/26/14 at 9:00 at DCR Carson Beach. Contact Ruthie Titus

Adjourned at 08:36. On a motion by Mr. Manning seconded by Mr. Lombard, it was a Unanimous Vote in Favor to adjourn.

The minutes were prepared by Mary Ellen Schumann, Administrative Assistant.

The minutes were approved by the Board of Selectmen on the 6th day of November, 2014.

Board of Selectmen