

Town of Nahant, MA  
Board of Selectmen

Meeting Minutes  
September 3, 2015 - 7:30 PM

Present:

Michael P. Manning, Chairman  
Richard J. Lombard, Vice Chairman,  
Francis "Enzo" Barile, Secretary  
Jeff Chelgren, Town Administrator

**Also Present:**

**Meeting Opened:** at 7:30 pm

Mr. Manning welcomed all to the meeting and led the Pledge of Allegiance

**Opening Comments:**

**Approval of Prior Meeting Minutes:** Minutes of the August 6, 2015 and the August 13, 2015 Selectmen Meetings were unanimously approved

**Ongoing Business:**

**Citizens Forum:**

**Town Administrator Reports:**

**(a) Commercial Fisherman Indemnification & Wharf Fueling Policy:**

After a brief discussion, it was agreed to have the commercial fishermen look over the fueling policy before implementing the new requirements

**(b) DLS Financial Report:** The Selectmen reviewed the Financial Report provided the Town by the Division of Local Services and voted to accept the document. The Board further voted to reject recommendation #6 – Move Town Meeting date, and to direct the Town Administrator to work to implement (as a priority) recommendations #7 (Adopt Formal Financial Practices and Procedures Manuals), #12 (Update job descriptions and conduct annual performance reviews), and #15 (Consider changing payroll to once every 2 weeks).

**(c)** On a motion by Mr. Lombard and seconded by Mr. Barile, the Board voted unanimously to declare the following items as surplus:

Wooden Table  
Metal Storage Cabinet  
2 Wooden L-shaped desks  
3 folding tables  
Wooden Cart  
Wooden Desk

Conference Table  
Storage Cabinet  
10 Miscellaneous office chairs

(d) On a motion by Mr. Barile and seconded by Mr. Lombard, it was a unanimous vote in favor to award the Maolis water line project to Ventresca Inc of Stoneham, MA for a value of \$499,985.83

(e) On a motion by Mr. Lombard and seconded by Mr. Barile, the Board voted to adopt a new Town Facility Use Policy and a new Use Request Form.

(f) The Town Administrator updated the Board regarding the recent schedule for paving in the Maolis, Cliff, and Little Nahant areas of Town.

(g) On a motion by Mr. Lombard and seconded by Mr. Barile, it was a unanimous vote in favor of installing new signs on and around Wilson Road as follows

1. "Resident Parking Only Either Side" signs (25) to be placed on the even side of Wilson Road;
2. "No U-Turn" signs to be placed on corner of Wilson Road & Linda Lane **and** Wilson Road at Parrott Road
3. A "15 Minute Parking" sign to be installed on Wilson Road approximately 100' east of the intersection of Wilson and Nahant Roads, on the north side;
4. "No Parking Any Time" signs installed, one on the north and south side of Wilson Road approximately 25' to the east of the intersection of Wilson Road and Wilson Avenue; and
5. A "Resident Parking Only" sign installed on the odd side of Wilson Road approximately 10' east of Linda Lane.

(h) The Town Administrator reviewed the proposed Fire Department Assessment Center timeline and discussed the steps involved and the cost. The Board acknowledged the process and related material and asked that they be kept informed of the progress of the process.

(i) Annual Town Meeting - Attorney General Comments – The Town Administrator informed that Selectmen that comments had been received from the AG's Office regarding a bylaw amendment article on the last Town Meeting and that the matter would need to come back to the April 30, 2016 ATM for follow-up action.

(j) On a motion by Mr. Lombard, and seconded by Mr. Barile it was a unanimous vote to execute Engagement letters with both Tempus Fugit Law LLC, as General Counsel and Morgan Brown and Joy, LLP as Labor Counsel.

### **Closing Announcements: Boat Hauling Days**

**Adjourn:** Mr. Lombard made a motion to adjourn. Mr. Barile seconded the motion. Meeting adjourned at 2:00 PM.

The minutes were prepared by Donna Bagarella, Administrative Assistant

The minutes were approved by the Board of Selectmen on the 1<sup>st</sup> day of October, 2015.

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Board of Selectmen