

**BOARD OF SELECTMEN  
MINUTES OF MEETING  
JULY 9, 2019**

The meeting began in the Town Hall Auditorium and concluded in the Selectmen's Meeting Room. In attendance were Vice Chairman Daniel L. Salvucci; Clerk Brian J. Bezanson; Member Randolph G. LaMattina; and Town Administrator Francis J. Lynam. Chairman Kowalski and Mr. Evans were absent. Vice Chairman Salvucci opened the meeting at 7:00 p.m.

Vice Chairman Salvucci asked everyone in attendance to stand and recite the Pledge of Allegiance. This was followed by a moment of silence dedicated to Brockton Mayor Bill Carpenter and Rocco Longo, former Town Administrator of Marshfield and most recently interim Town Administrator of East Bridgewater.

Vice Chairman Salvucci announced the meeting is being recorded and televised by WHCA.

**PROMOTIONAL CEREMONY: Whitman Fire / Rescue & Emergency Services**

Vice Chairman Salvucci turned the floor over to Fire Chief Timothy Grenno. Chief Grenno announced that Alfred Cunningham has been promoted to the position of Deputy Fire Chief, replacing outgoing Deputy Fire Chief Joseph Feeney, who recently retired after 32 years with the department. Nicholas Grasso, who was recently assigned as the Shift Commander of Group 4, has been promoted to the position of Lieutenant. After both were sworn in by Town Clerk Dawn Varley, Deputy Chief Cunningham was pinned by his wife Kate; and Lieutenant Grasso was pinned by his wife Jen. Lieutenant Grasso was also presented with a new helmet shield by Chief Grenno.

At 7:10 p.m. Vice Chairman Salvucci announced a brief recess and advised everyone that the meeting will reconvene in the Selectmen's Meeting Room. Upon entering the Selectmen's Meeting Room, the Board will immediately enter into Executive Session before reconvening in Open Session to conduct the remaining business on the agenda.

At 7:15 p.m. Mr. LaMattina **MOVED** into **EXECUTIVE SESSION** in accordance with the M.G.L., Chapter 30A, Section 21a, (2) to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. **Second** Mr. Bezanson. Roll call vote revealed: Mr. Bezanson – yes; Mr. LaMattina – yes. Vice Chairman Salvucci – yes. **So voted 3-0.** The meeting will reconvene in Open Session.

At 7:22 p.m. the meeting reconvened in Open Session.

Mr. Bezanson **MOVED** to approve bill and payroll warrants. **Second** Mr. LaMattina, **so voted 3-0.**

Mr. Bezanson **MOVED** to accept correspondence in the Read File. **Second** Mr. Lamattina, **so voted 3-0.**

Vice Chairman Salvucci opened public forum and Mr. Bezanson took a moment to commend the Whitman VFW for hosting a fundraising event to benefit the Jarheads Motorcycle Club. Mr. Bezanson stated that he was taken aback by the immense participation; and noted that it's something he will remember for a long time to come.

Mr. Bezanson **MOVED** to approve the Open Session minutes of the meeting held on Monday, May 6, 2019. **Second** Mr. LaMattina, **so voted 3-0.**

Mr. Bezanson **MOVED** to approve the Open Session minutes of the meeting held on Monday, June 17, 2019. **Second** Mr. LaMattina, **so voted 3-0.**

Mr. Bezanson **MOVED** to approve the Open Session minutes of the meeting held on Wednesday, June 19, 2019. **Second** Mr. Lamattina, **so voted 2-0-1** (Mr. LaMattina abstained).

Vice Chairman Salvucci announced that the report of the Town Administrator will be taken out of order as Mr. Lynam is currently meeting with the Finance Committee in room 21.

## **BUDGET REVIEW**

### **Appoint Budget Override Evaluation Committee**

Mr. Bezanson **MOVED** to appoint the following to the Budget Override Evaluation Committee:

- John Galvin, Citizen at Large
- Christopher George, Citizen at Large
- David Codero, Finance Committee Representative
- Scott Lambiase, Finance Committee Representative
- Timothy Grenno, Public Safety Representative
- Bruce Martin, Public Works Representative
- Jeffrey Szymaniak, School Admin. Representative
- Dawn Byers, WHRSDC Representative
- Justin Evans, Bd. of Selectmen Representative
- Randy LaMattina, Bd. of Selectmen Representative
- Francis Lynam, Town Admin. Representative

**Second** Mr. LaMattina, **so voted 3-0.**

## **NEW BUSINESS**

### **Contract of Employment: Town Accountant**

Vice Chairman Salvucci announced that earlier in Executive Session, the Board reviewed and agreed to the contract of employment for the Town Accountant, Kenneth Lytle. He then asked for a motion to approve the contract. Mr. Bezanson **MOVED** to approve the Contract of Employment between the Town of Whitman and Town Accountant Kenneth Lytle for the period July 1, 2019, through June 30, 2022. **Second** Mr. Lamattina, **so voted 3-0.**

### **Rate Increase for Ambulance Service**

Chief Grenno advised the Board that the billing company has recommended an increase in the rate for ambulance service due to pending legislation. Mr. Bezanson **MOVED** to approve the request of Chief Grenno to increase the rates for ambulance service, effective July 14, 2019.

**Second** Mr. Lamattina, **so voted 3-0.**

### **Resignation – Whitman Cultural Council**

Mr. Bezanson **MOVED** to accept the resignation of Heidi Hosmer from the position of Member, Whitman Cultural Council, effective June 25, 2019. **Second Mr. Lamattina, so voted 3-0.**

### **Appointment – Whitman Cultural Council**

Mr. Bezanson **MOVED** to appoint Joe Kleinmann to the position of Member, Whitman Cultural Council for a three-year term, through June 30, 2020, in order to fill an existing vacancy. **Second Mr. LaMattina, so voted 3-0.**

Vice Chairman Salvucci suggested taking a brief recess until Mr. Lynam arrives. All members were in agreement. Prior to recessing, Mr. LaMattina asked those present who were appointed to the Budget Override Evaluation Committee to email him a list of dates that they are available in order to determine a date for the first meeting of the committee, which he would prefer to take place during the last week of July.

At 7:37 p.m. the Board recessed.

At 7:52 p.m. Mr. Lynam arrived, along with Finance Committee members Richard Anderson, David Codero, Chuck Colby, Rosemary Connolly, Christopher DiOrio, Kevin Higgins and Scott Lambiase. Vice Chairman Salvucci announced the meeting will now reconvene.

### **TOWN ADMINISTRATOR'S REPORT**

#### **FY19 Year End Transfer Requests**

Mr. Bezanson **MOVED** to approve the request of the town administrator to transfer \$355.28 from Miscellaneous Salary to Line Item #7 Administrative Assistant. **Second Mr. LaMattina.** Mr. Lynam explained that the Board of Selectmen and Finance Committee previously voted to transfer \$750.00 to Line Item #7; however, there is an additional shortfall of \$355.28. Hearing nothing further, Vice Chairman Salvucci called for a vote in connection with the motion on the floor. **So voted 3-0.** (Finance Committee vote: 6-0-1. Ms. Connolly abstained).

Mr. Bezanson **MOVED** to approve the request of the town administrator to transfer \$12,000.00 from Line Item #172 Norfolk Agricultural to Line Item #57 Law Account. **Second Mr. LaMattina, so voted 3-0.** (Finance Committee vote: 7-0.)

Mr. Lynam advised the Board that the amount of the next transfer request has been amended from \$5,000.00 to \$2,230.42. Mr. Bezanson **MOVED** to approve the request of Treasurer-Collector Mary Beth Carter to transfer \$2,230.42 from Line Item #256 Medical and Life Insurance Town Match to Line Item #257 Medicare Tax Town Match. **Second Mr. LaMattina, so voted 3-0.** (Finance Committee vote: 7-0).

Mr. Bezanson **MOVED** to approve the request of Treasurer-Collector Mary Beth Carter to transfer \$140.30 from Line Item #48 Treasurer-Collector Clerical (Victoria Campanile) to Line Item #50 Treasurer-Collector Clerical (Sheri Maroney). **Second Mr. LaMattina, so voted 3-0.** (Finance Committee vote: 7-0).

Mr. Bezanson **MOVED** to approve the request of the town administrator to transfer \$45,816.28 from Line Item #123 Police All Other Services to (New) Line Item #124 Vacation Earned Not Used. **Second** Mr. LaMattina. Mr. Lynam advised the Board that the chief of police is planning to retire within the next year, possibly within the calendar year. Over the years the chief has accumulated a significant amount of vacation time. This is time earned and we are obligated to pay it. If it is paid from the salary line, it will result in a shortfall in the salary line. Mr. Lynam then read into the record the following explanation noted on the transfer request: *The Police Chief has accrued unused vacation totaling 95.5 days. At his current salary his per diem rate is \$661.73. I believe it is his intent to retire sometime in calendar year 2019. As of July 1, 2019, the chief will accrue an additional 35 days, bringing the total number of days to 130 ½ days. While we are developing policies to prevent this type of accrual in future years, we are obligated to pay unused vacation on termination of employment. Recognizing this liability, it is my recommendation that we set aside what is anticipated to be unexpended funds to lessen the financial impact when the chief does retire. Given there are only 244 ½ work days in FY2020, it is likely that a significant number of days will be payable, and this transfer will permit the Town to accrue for a large portion of this liability. The funds will be encumbered in appropriation number 01.210.1000.285.*

Mr. Lynam noted the chief is currently not under contract; however, he is a Civil Service chief and he is entitled to the benefits he began the year with. He also advised that a policy will be developed that will stop this from happening in the future; and will allow for no more than 5 vacation days to be carried over at the end of each fiscal year.

Finance Committee Vice Chairman David Codero stated that over the last budget season department heads indicated that in order to save the town money, they would be able to absorb any increases to their departments. This transfer represents approximately \$80,000 that has been transferred within the police budget. He went on to say that he does not think it is prudent for this department head to have \$80,000 sitting in an account that could have been used for other services that were cut this year.

Mr. Lynam advised Mr. Codero that the \$80,000 represents approximately 2.2 percent of the entire police budget; and Chief Benton has made an effort over the years to reduce the amount of overtime within the department rather than spending the money on filling shifts. The reason for requesting this transfer is because the opportunity is there for us to pay for it; otherwise, it would need to go before a special Town Meeting. Mr. Lynam also advised that unlike other departments where costs are fixed, a specific amount of funds cannot be budgeted for public safety due to the number of items that are unpredictable. Essentially, we're paying for something the town agreed to.

Chief Benton stepped up to the podium.

Mr. DiOrio exited the meeting.

Chief Benton questioned the \$80,000 Mr. Codero spoke of and was advised that it was an approximate total of line item transfers made within the police budget. Chief Benton advised Mr. Codero that when he appears before the Finance Committee each year, he lets the committee know that he does not fill 500 to 700 shifts; and that he cannot anticipate things like snow and emergencies. He noted that having a mild winter this year helped as well. Chief Benton also stated that he felt that transferring the funds in this manner would be better than crippling the police budget for the next year.

Finance Committee Chairman Richard Anderson suggested the Board of Selectmen move quickly on developing and implementing a policy because large payouts have a tendency to cripple budgets. Mr. Colby agreed.

Vice Chairman Salvucci asked Mr. Lynam if there are employees who would be grandfathered in. Mr. Lynam advised Mr. Salvucci that this is an issue that will have to be looked at.

Mr. LaMattina advised the Finance Committee that the Board of Selectmen has addressed the issue regarding Chief Benton's accrued vacation with town counsel and the town is obligated to pay it. Hearing nothing further, Vice Chairman Salvucci called for a vote in connection with the motion on the floor. **So voted 3-0.** (Finance Committee vote: 6-0).

Mr. Shawn Kain asked for an update on the progress in the development of the strategic and capital plans. Mr. Lynam advised that he hopes to be meeting with the Collins Center within the next week in order to review the additions that need to be made and the appropriations that were added. He went on to say that a public hearing will be held when he receives information that is ready to be presented to the public. Mr. Lynam also expects the budget document to be presented at the meeting with the Collins Center next week.

Vice Chairman Salvucci asked when the Budget Override Evaluation Committee will be meeting. Mr. Lynam stated that the committee will most likely meet the week of July 22. He will send an email to the members of the committee in order to coordinate a date for the meeting.

Mr. Kain asked Mr. Lynam if he has reached out to the Department of Revenue for help in writing a strategic plan. Mr. Lynam stated that he has spoken with Chairman Kowalski about possibly forming a committee for that purpose. He is unsure of being able to receive help from the Department of Revenue but will look into it tomorrow.

At 8:29 p.m. the Finance Committee returned to Room 21 to continue their meeting.

At 8:29 p.m. Mr. Bezanson **MOVED** to adjourn the meeting. Second Mr. LaMattina, **so voted 3-0.**

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Brian J. Bezanson, Clerk