

**Board of Selectmen's Meeting  
Open Session Meeting Minutes  
35 Central Street – Town Hall  
1<sup>st</sup> Floor Hearing Room  
August 9, 2016**

**Members Present:** Chairwoman Ann Marie O'Neill, Vice Chairwoman Caroline Colarusso, Secretary Anthony Wilson, and Selectman George Seibold

**Also Present:** Attorney William Solomon, Interim Town Administrator Robert Markel

**Call to Order:** Chairwoman O'Neill called the meeting to order at 7:02 p.m. (To view this meeting in its entirety go to Stoneham TV on Demand available from the Town's homepage at [www.stoneham-ma.gov](http://www.stoneham-ma.gov))

**Agenda Item 1: Pledge of Allegiance**

**Agenda Item 2: Update on Town Golf Courses (Time 2:25 on Stoneham TV on Demand)**

Kevin Osgood, the CEO of Sterling Golf Management, appeared before the Board to discuss the status of Unicorn and Stoneham Oaks Golf Courses. He stated that the Unicorn greens fees through July 31, 2016 were \$390,199 and are projected to be \$615,000 through year end. This represents a 30% increase over fees in 2015. Osgood also stated that the Oaks greens fees through July 31, 2016, were \$69,780 and are projected to be \$116,000 through year end. This represents a 22% increase over fees in 2015. In addition, since the present projections exceed \$750,000 in gross revenue, a lease fee to the Town of \$137,500 will be triggered.

Osgood stated that even though there is a severe drought and he is operating with an antiquated irrigation system, conditions on the greens have improved. He stated that the fairways are a mix of brown and green because of the drought and 22 broken irrigation heads. Osgood stated that irrigation is key and that he has replaced 60 irrigation heads in and around the greens and tees at his own expense. He discussed future capital requests and long range capital requests including irrigation controls, pump station controls, fuel storage tanks, and the bathroom roof at Unicorn.

Selectman Wilson requested that Osgood forward the capital requests to the Capital Committee. Chairman O'Neill asked Osgood what he considered to be short term requests. Osgood responded that his number one issue is the fuel storage tank and the roof of the bathroom and that the long term issues would be up to the Town to decide based on course viability and planning.

Selectman Seibold asked if the courses were on wells. Osgood stated that there is no well and he would like to get off of the Town's potable water by digging a well or creating a pond.

Selectwoman Colarusso asked Osgood to what he attributes the increased profitability. Osgood stated that the philosophy of booking tee times, increasing customer service, opening at dawn, hiring starters, providing new golf carts, and gutting the club house have all increased profitability. Colarusso stated that the nearly 50% use of credit cards by patrons is striking.

Chairwoman O'Neill asked whether the DPW was doing the tree and branch removal for the course. Osgood stated that he was told they would help before snow cleanup starts.

**Agenda Item 3: 100<sup>th</sup> Celebration for the SFD & Stoneham Girl Scouts (Time 26:00 on Stoneham TV on Demand)** Tara Lawlor stated that the last time the Committee was before the Board they did not have a parade route. They now have a parade route (Summer Street to Pine Street to Franklin Street to Central Street) that has been reviewed and approved by the SPD, SFD, and DPW. Selectman Wilson moved to approve the proposed parade route. Selectman Seibold seconded the motion.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

**Agenda Item 4: Set Date(s) for October Town Meeting (Time 29:35 on Stoneham TV on Demand)** Selectman Wilson moved to accept October 17, 2016, at 7:00 p.m. as the date and time for the October Special Town Meeting. Selectwoman Colarusso seconded the motion.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

**Agenda Item 5: Set Date for Opening and Closing of Warrant ( Time 31: 15 on Stoneham TV on Demand)** Town Counsel William Solomon stated that based on the October 17, 2016, date set by the Board for Town Meeting he would suggest September 7, 2016, as the date on which to open the warrant and September 21, 2016, as the date on which to close the warrant. He also stated that the Board would need to accept and number the warrant articles and could not do at its September 20<sup>th</sup> meeting. Chairwoman O'Neill stated that she would entertain a motion to move the Board's meeting to September 27<sup>th</sup>. Selectwoman Colarusso has a conflict on the 27<sup>th</sup> and Chairwoman O'Neill asked if the Board would be willing to meet on the 26<sup>th</sup> or the

28<sup>th</sup>. Selectman Wilson moved to change the date of the Board's September meeting from the 20<sup>th</sup> to the 26<sup>th</sup>. Colarusso seconded the motion.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

Selectman Wilson moved to open the warrant on September 7, 2016, and close it on September 21, 2016. Selectwoman Colarusso seconded the motion.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

**Agenda Item 6: Warrant for September 8, 2016 State Primary (Time 40:25 on Stoneham TV on Demand)** Selectwoman Colarusso moved to set the warrant for the State Primary for September 8, 2016. Selectman Seibold seconded the motion.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

**Agenda Item 7: Liquor Licensing Authority (Time 36:50 on Stoneham TV on Demand)** Selectwoman Colarusso moved to leave the Board of Selectmen and enter into the Liquor Licensing Authority. Selectman Seibold seconded the motion. A roll call vote was taken.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

**Special Alcoholic Beverage License – 2<sup>nd</sup> Annual Middlesex Fells Trail Running Festival** Ed O'Connor spoke on behalf of Cambridge 5K and stated that the 2<sup>nd</sup> Annual Middlesex Fells Trail Running Festival is a 10mi or 5 mi trail race to benefit the Senior Center and the Friends of the Fells. The requested license is for after the race and before the awards ceremony. Selectwoman Colarusso moved to grant the Special Alcoholic Beverage License. Selectman Wilson seconded the motion. A roll call vote was taken.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

Selectwoman Colarusso moved to return to the Board of Selectman. Selectman Wilson seconded the motion. A roll call vote was taken.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

**Agenda Item 8: Accept Donations – Donation for Katie Toscano to SFD and SPD (Time 41:10 on Stoneham TV on Demand)** Chiefs Grafton and McIntyre were present to discuss the donation made by Katie Toscano. McIntyre stated that Toscano was severely injured and graciously donated \$5000 to both the SPD and the SFD. Selectwoman Colarusso moved to accept the donations. Selectman Seibold seconded the motion.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

**Agenda Item 9: a. Approval of Minutes (Time 44:50 on Stoneham TV on Demand)**

Selectwoman Colarusso moved to accept the minutes of 6/30/16. Selectman Seibold seconded the motion. **Unanimously voted.**

Selectwoman Colarusso moved to accept the minutes of 7/12/16. Selectman Seibold seconded the motion. **Unanimously voted.**

Selectwoman Colarusso moved to accept the minutes of 7/20/16. Selectman Seibold seconded the motion. **Unanimously voted.**

Selectwoman Colarusso moved to accept the minutes of 7/21/16. Selectman Seibold seconded the motion. **Unanimously voted.**

**b. Designation of Town Counsel to review minutes of executive session for consideration and determination of withholding or release based on issue of defeat of executive session purpose and/or applicable privileges or exemptions**

Chairwoman O'Neill stated that this Item is a proposal that the Board grant Town Counsel the authority to review minutes from executive sessions to determine whether release is appropriate based on the defeat of executive session purpose or privilege. Selectwoman Colarusso moved to authorize Town Counsel to review executive session minutes in preparation for release when appropriate. Selectman Seibold seconded the motion.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

**Agenda Item 10: Appointment of Election Officers (Time 48:20 on Stoneham TV on Demand)** Selectman Wilson moved to appoint Nancy Howard as Clerk, Elaine Trant as Deputy Clerk, Marylou Braccioti, Inspector, and Joe Colarusso as Deputy Inspector for the Stoneham Republican Town Committee and August Niewenhous, Warden, Maria Silvaggi as Deputy Warden, Diana Cooper as Inspector, and Megan Day and Deputy Inspector of the Stoneham Democratic Town Committee. This motion was seconded by Selectman Seibold.

Voting in Favor:

Chairwoman O'Neill  
Secretary Wilson  
Selectman Seibold

Abstaining:

Vice Chairwoman Colarusso

**Motion carries (3-0-1).**

**Agenda Item 11: Appointment to the Capital Committee (Time 68:56 on Stoneham TV on Demand)** Selectwoman Colarusso moved to appoint Tom Barry to the Capital Committee. Selectman Seibold seconded the motion.

Voting in Favor:

Chairwoman O'Neill  
Vice Chairwoman Colarusso  
Secretary Wilson  
Selectman Seibold

**Motion carries (4-0).**

**Agenda Item 12: Report of Interim Town Administrator (Time 49:44 on Stoneham TV on Demand)** Markel reported that the bid documents have been sent to several trash haulers. Markel stated that the Covanta incinerators in Haverhill are backed up and that a Hiltz truck broke down yesterday. Selectman Wilson requested an update regarding Covanta. Selectman Seibold stated that Covanta had a similar issue last year. Chairwoman O'Neill asked if the Town should be concerned about Covanta and Markel replied that it should. Colarusso asked if other towns have been impacted and Markel stated that they have. Colarusso stated that the heat and trash will bring rodents and other issues and that the Town will now have to pick up the tab for. She stated that she is concerned that she is just not seeing the man power. Markel stated that Hiltz is having significant difficulty and the Gloucester is now suing for breach of contract.

Markel discussed the status of the Eversource litigation and negotiations. He also discussed the status of the MWRA project stating that he has had several conversations with the Superintendent and that the School Department is interested in leasing its property for "lay down."

Markel stated that the Forest Ridge 40B project in Winchester will create 296 units in Winchester, but that all of the traffic will be routed through Stoneham. Stoneham will need to comment to Mass Housing on this project in September.

Markel stated that line painting has been completed by the DPW contractor. DPW has been instructed to remove the lines on the five streets that where there were objections. Selectman Wilson asked the cost of the line removal. Markel stated that the removal would be \$12,000.

Markel stated that all departments have been advised to send a copy of all of their contracts to the Town Accountant. Chairwoman O'Neill stated that a date certain with an acknowledgement should be given for each department to send its contracts to the Town Accountant.

Markel distributed a copy of the proposed Social Media Policy. Chairwoman O'Neill and Selectman Wilson will review the proposed policy and discuss it at the next meeting.

Markel stated that the Big Belly trash compactor has arrived and DPW will pour the pad next week. Chairwoman O'Neill asked if the requested pads have been poured under all of the new barrels. Markel stated that he will check with Bob Grover again, but Grover told him that no pads were required. Selectman Seibold stated that it would be a lot neater to have pads poured under all the newly installed barrels. Chairwoman O'Neill asked Markel to have the pads poured under all of the barrels.

Markel stated that the Board requested to review the Cinna license agreement. Selectman Wilson stated that as he recalled the Board members were to email Bill Solomon with questions or concerns. Chairwoman O'Neill stated that the Board members should email Bill Solomon within the week.

Markel stated that he met with the Disability Committee and that they are requesting a part time ADA coordinator.

Selectwoman Colarusso requested that Markel insure trash removal on Kenwood Road and Landers Lane as there are rodent concerns.

**Agenda Item 13: Miscellaneous** (Time 69:14 on Stoneham TV on Demand) Chairwoman O'Neill expressed the collective condolences of the Board to Selectman Boussy and his family at the passing his father.

Selectman Seibold stated that he had been at the Senior Center talking to Maureen Canova about an on sight resident service coordinator. He stated that Mystic Valley Senior Services and Mike Day have both indicated that there is a state source to pay for half of the position. Chairwoman O'Neill stated that this is a great idea, but that this should have been an agenda item. Selectman Seibold stated that he doesn't know what will be allowed on the agenda. Chairwoman O'Neill stated that she has told him several times that he can call or email her with agenda items and that she wants him to be successful.

Selectwoman Colarusso stated that this is an open meeting and that a discussion involving the creation of a position this should have been an agenda item. She asked Attorney Solomon for clarification of agenda items and miscellaneous items. Solomon stated that it is a factual question based on whether the item could have been anticipated. Selectman Wilson stated that this matter involves funding and should be noticed as an agenda item. Chairwoman O'Neill stated that this would be a matter of wide interest and should be on the agenda for public consumption.

Selectwoman Colarusso stated that there is a debris all over the road on Summer, Erickson, and Williams Streets. She asked that the debris be cleaned up as soon as possible.

**Agenda Item 14:** The Board did not move into Executive Session.

Selectman Wilson moved to adjourn. Selectwoman Colarusso seconded the motion.

**Meeting adjourned at 8:17 p.m.**

Respectfully submitted,

Dava Feltch Kilbride  
Secretary to the Board of Selectmen