

**Minutes - Open Session
Select Board
Hearing Room
Stoneham Town Hall
35 Central Street
Tuesday, June 4, 2019
7:00 p.m.**

Open Session (Hearing Room)

Members Present: Chairwoman Shelly Macneill, Vice Chairwoman Raymie Parker, Clerk George Seibold, Caroline Colarusso, Heidi Bilbo

Also Present: Town Administrator Dennis Sheehan

Agenda Item 1: Pledge of Allegiance The Board convened in open session with the Pledge of Allegiance.

Agenda Item 3: Citizens' Comment Margaret Springer from Plaza Avenue spoke regarding the poor condition of Plaza Avenue. She stated that she has been calling to report the poor condition and has been told that there is no money to make repairs. She broke her ankle on 5/16 when her sneaker got caught in a hole. Sheehan stated that he will follow up with Springer the next day.

Agenda Item 4: Approve Minutes Bilbo stated that the 2nd paragraph on the 4th page of the 5/21 minutes needed to be corrected to state "Town Meeting and other forms of government." Parker moved to approve the minutes of 5/21 with the correction. Seibold seconded the motion. Voted unanimously.

Colarusso moved to enter into Liquor Licensing Authority to return to the Select Board. Seibold seconded the motion. A roll call vote was taken.

Voting in Favor:

Chairwoman MacNeill
Vice Chairwoman Parker
Clerk Seibold
Board Member Colarusso
Board Member Bilbo

Motion carries (5-0).

Agenda Item 5: Special One Day License Parker moved to approve the Special One Day License for C5K Sports with the requirement of 2 State Police details. Colarusso seconded the motion. A roll call vote was taken.

Voting in Favor:

Chairwoman MacNeill
Vice Chairwoman Parker
Clerk Seibold
Board Member Colarusso
Board Member Bilbo

Motion carries (5-0).

Colarusso moved to exit the Liquor Licensing Authority and return to the Select Board. Parker seconded the motion. A roll call vote was taken.

Voting in Favor:

Chairwoman MacNeill
Vice Chairwoman Parker
Clerk Seibold
Board Member Colarusso
Board Member Bilbo

Motion carries (5-0).

Agenda Item 6: Coyote Population Discussion John Fralick, Director of the Board of Health, thanked the Select Board for the opportunity to speak about recent coyote sightings. He stated that the Board of Health condemns the recent shooting of a coyote in the Colonial Park neighborhood. He stated that coyotes are a protected species and should not be harmed. Fralick continued the Stoneham borders woods, golf courses, and conservation land and that coyotes have habituated to Stoneham. He continued that coyotes are predators to small animals and eat trash. Fralick stated that it is important to keep your property clean, close crawl spaces, make loud noise or flash lights to scare them away, and contact animal control with sightings.

MacNeill requested that Fralick post his statement on the website. Seibold requested that his statement be printed in the paper. Colarusso requested quantifiable numbers and response times and would like a phone call to be placed to residents. Sheehan and Fralick agreed that a phone call could be alarming to resident and cause hysteria. Sheehan stated that information can be sent to the residents in their tax bills. MacNeill stated that the information can be shown on Stoneham Cable TV.

Agenda Item 7: Recreation Department – Summer Update Steve Angelo, the Director of the Recreation Department, thanked the Board for the opportunity to update then on the youth and adult programs that he is running this summer. He stated that he is running more than 50

programs ranging from chess to lacrosse and that there is something for everyone. Angelo also discussed the Steele playground redesign and the implementation of a 5 year strategic plan to make the Town's playgrounds ADA compliant and clean them up.

Agenda Item 8: Proclamations MacNeill read proclamations to Michael Doucette, James McLaughlin, Sr., and the American Legion Post 115. Colarusso moved to approve all three proclamations. Seibold seconded the motion. Voted unanimously.

Agenda Item 9: Appointments – Human Rights Commission MacNeill stated that she was pleased that the Board received many applications for appointment to the HRC. She stated the Jane Francis was appointed by the Council on Aging and Caitlynn Kennedy was appointed by John Macero. Sheehan stated that his appointment is Donna Gaffey. Bilbo stated that Rob Bardell will be the appointment of the Disability Commission, but that they have not yet had the opportunity to meet. MacNeill stated that Lindsay Beal will be named to the Board as she fulfills a Commission requirement.

Kevin Merritt stated that the HRC is a fantastic addition to Town and that he would be honored to be chosen among great candidates.

Merritt, Julie Beliveau, and Sheila Ryder each received votes from Seibold, MacNeill, Parker, and Bilbo. Colarusso raised concerns about confidentiality. Sheehan stated that the Commission will create rules and procedures to deal with those concerns and that Town Counsel will be available to the Commission. MacNeill stated that the Coalition had similar concerns and that the Town acts as its fiscal agent. Colarusso asked Sheehan to inquire about insurance and the cost of document preparation.

Colarusso stated as follows: "I believe this Board has been granted authorities that go beyond the authority of a town board which authorities have the potential for involving the town in expensive litigation and causing harm to Stoneham residents. Furthermore, the Commission attempts to duplicate the efforts and authorities of state and federal entities without having members who possess the professional credentials to carry out such functions. For this reason, I must oppose appointing member to this Board."

MacNeill stated that there is one opening that will be held until the next meeting. Sheehan stated that he would like to speak to the remaining candidates. Colarusso asked about religious representation on the HRC. MacNeill stated that the process was open to everyone.

Bilbo moved to appoint Francis, Kennedy, Bardell, Gaffey Beal, Merritt, Beliveau, and Ryder to the HRC. Seibold seconded the motion. Voted (4-1) with Colarusso voting unfavorably.

Agenda Item 10: Liaison Assignments 2019-2020 The Board discussed liaison assignments for 2019-2020. Seibold will be the liaison to the Planning Board, the Historical Commission, and the Board of Appeals. MacNeill will serve as the liaison to the School Committee, the Finance and Advisory Board, the Town Administrator, the Town Accountant, Town Counsel, and the Moderator. Parker will serve as the liaison to the Board of Registrars, Conservation Commission, and the OPSRC. Bilbo will serve as the liaison to Water and Sewer Review Board,

Disability Commission, Board of Registrars, and Capital Committee. Colarusso will serve as liaison to the HRC, the Library Trustees, the Cultural Council, and the Farmers Market.

Agenda Item 11: Donation Colarusso moved to accept the donation from Newport Academy. Seibold seconded the motion. Voted unanimously.

Agenda Item 12: BYOB Regulations MacNeill stated that this is the first reading of the BYOB regulations that were prepared by Town Counsel. For future meetings we will need to consider a fee structure and whether to license per event or one time a year. Colarusso stated there should be a public hearing regarding the same. Parker stated that she would like to see TIPS certification, seating requirements, and to get the Chief's input. Bilbo stated that they may need to consider a maximum number to issue, advertisement regulations, and the definition of food service. Seibold questioned insurance requirements with the license. MacNeill asked Kilbride to share the regulations with the Chief, the BOH, and the Chamber of Commerce.

Agenda Item 13: Sapphire Award Announcement MacNeill thanked everyone for their submissions and announced the winners of the 2019 Sapphire award as: Jim Prior, Maureen Canova, and Maureen Buckley. She thanked Parker for seeing this program to fruition.

Agenda Item 14: Select Board Policy Update MacNeill stated that she would like to review the policies as a Board and make any changes that are appropriate. She would like Kilbride and the summer intern to create a guide for new Board members which includes a calendar, policy sign offs, and other relevant information. Colarusso stated that she would like to see separate meetings for warrant articles and licensing.

Agenda Item 15: Whistleblower Policy Colarusso stated that the Board does not seem inclined to adopt a Whistleblower Policy and would like to know if they are open to a TA tip line. MacNeill stated she would support that and that the employee handbook should have all relevant state laws in it. Sheehan stated that he will speak with the Chief about the tip line at the police department and bring it back to the next meeting. Colarusso stated that the Board has not applied the same standard to the Whistleblower Policy as the HRC – both have state law counterparts, but they are being treated differently by the Board. MacNeill stated that the HRC created an advisory board to work with residents and that Colarusso's policy mirrored stated law. Bilbo stated that the HRC is an avenue of support for people who don't know how or where to seek help. She continued that the policy submitted by Colarusso is missing the HRC aspect since it does nothing to inform employees on the proper way to voice concerns.

Parker state that the Board has talked about the whistleblower policy multiple times and multiple times Colarusso has failed to return to the Board with an updated policy. Parker stated that the Board offered input and the policy still has not been redrafted. Colarusso stated that once Sheehan returns with information, she will redraft the policy.

Agenda Item 16: Small Cell Regulations and Process Sheehan stated that the Board has information on small cell regulation and that he gave them a memo from Robert Galvin regarding regulations and process for small cell installation. He stated that he would like to discuss the process at the next meeting.

Agenda Item 17: Town Administrator's Report Sheehan thanked Maureen Buckley, Jim Devlin, and all of the volunteers for a wonderful Memorial Day event; 6/8 is the Fishing Derby; The High School Booster Club is hosting a carnival on June 23rd; he is working with Lou and Erin on evaluating charging stations for the arena; and he has been having discussions with the Treasurer regarding including information in the tax bills.

Agenda Item 18: Miscellaneous Seibold announced that he was looking into a Senior Olympics. Parker congratulated the Class of 2019 and stated that there will be a Senior walk on Thursday. MacNeill stated that on 6/19 there is a Stoneham Pride event at the Congregational Church at 6:00 p.m. Colarusso stated that she spoke with Galvin and there are no other communities with the public/private partnership model of an Infrastructure Committee and she will draft proposed language for the Board

Parker moved to adjourn the meeting. Colarusso seconded the motion. Voted unanimously.

Respectfully submitted,

Dava Kilbride – Secretary to the Select Board