

The Select Board met on Tuesday October 25, 2022 beginning at 7:00pm in the Finance Committee Room of Town Hall. The following members were present:

James O'Neil, Chair – Remote Participation via ZOOM
Glenn Maffei, Vice Chair
Allyson Hamilton, Clerk
Mark Gallivan
Benjamin Barrett

Also participating
James Johnson, Town Administrator
Aoife Kelly, Executive Assistant

Remote Participation

Chair announced that pursuant to Chapter 22 of the Acts of 2022, Select Board member O'Neil will be participating remotely during the meeting and every vote taken will be taken by roll call vote.

Appointments

Call to Order and Pledge of Allegiance

Chair O'Neil called the meeting to order at 7pm followed by the Pledge of Allegiance.

Vote request of Five Guys Properties LLC for a Common Victualler License to operate at 104 Providence Highway

On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to approve request of Five Guys Properties LLC for a Common Victualler License to operate at 104 Providence Highway. On roll call vote of the Board, Motion Passed (5-0-0).

Joellen Cademartori, GovHRUSA, Presentation on Salary & Wage Study

Joellen Cademartori of GovHRUSA was in attendance to present the results of her Salary & Wage Study. She stated that her team surveyed several comparable communities in the area to develop a recommended compensation and classification plan for the Walpole's town employees. Her team provided the Board with several examples of position classifications and salary ranges based on the need to stay competitive with surrounding towns. They calculated optional ranges within the 50th percentile compared to the market, as well as the 60th and higher percentiles. As long as the list of comparable communities remains accurate, Walpole will be able to keep the same schedule and approve cost of living adjustments year after year based on what similar towns are considering. When asked which town positions are seen as the most difficult to retain and recruit, Joellen stated that the technical, public works and trade jobs tended to be the most in-demand and also how Towns need to start thinking of elements that go beyond compensation when looking to retain and attract employees. The Board thanked Joellen for the comprehensive report and her presentation.

Jim Johnson stated that the cost of living adjustment for town's non-union employees that he is recommending for FY24 is 2.75%. On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to approve a 2.75% cost of living adjustment for non-union staff for FY 2024. On roll call vote of the Board, Motion Passed (5-0-0). On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to add Deputy Assessor to the Professional Salary Scale P-9 and Inspector of Weights & Measures to the Election, Fire Safety Inspection, & Grant Hourly Schedule I-5. On roll call vote of the Board, Motion Passed (5-0-0).

Board/Committee Updates

Applicants Danielle Munro and Michael McCracken were present. They both introduced themselves to the Board and outlined why they are interested in serving on the respective Board/Committee. The Board thanked Danielle and Michael for coming forward and volunteering for the positions. On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to appoint Danielle Munro as an associate member of the Board of Health. On roll call vote of the Board,

Motion Passed (5-0-0). On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to appoint Michael McCracken as a member of the Trails Committee. On roll call vote of the Board, Motion Passed (5-0-0). On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to accept the resignation of Carol Johnson from the Board of Health with gratitude for her 19 years of service. On roll call vote of the Board, Motion Passed (5-0-0). On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to accept the resignation of Mary Jane Coffey from the Zoning Board of Appeals with gratitude for 8 years of service. On roll call vote of the Board, Motion Passed (5-0-0). On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to accept the resignation of Richard McCarthy from the Council on Aging with gratitude for 7 years of service. On roll call vote of the Board, Motion Passed (5-0-0).

Vote request of Guerrier & Halnon, Inc. for a Street Opening Permit at 605 Elm Street that is under a moratorium
Amanda Cavaliere and Ryan Kelley from Guerrier & Halnon, Inc. and Town Engineer Carl Balduf were present. Carl provided a brief overview of the project and what is being requested. Carl informed the Board that the road was paved in 2018 and out of moratorium next summer. Amanda explained to the Board the locations of the street opening and highlighted them on a plan for the Board to see. The Board had several questions for the candidates about the easements, the driveway location, the conduit locations and also the need for extending past the deadline of November 15. Amanda informed the Board that the contractor is looking to have everything wrapped up in March and request a certificate of occupancy, so if the request was denied this would delay that opening. On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to approve request of Guerrier & Halnon, Inc. for a Street Opening Permit at 605 Elm Street that is under a moratorium subject to the applicant abiding by the conditions set out of the Town Engineer and grant an extension past the November 15 deadline, a date to be determined at the discretion of the DPW Director and as well request the applicant completes a curb to curb 2" mill and overlay from each end of the utility to the other and incorporate all of the requirements from Carl Balduf's note of October 20, 2022. On roll call vote of the Board, Motion Passed (5-0-0).

Open Forum – No one present.

New Business

Vote to award Bid/Contract 2023-08 Morningside Drive Sewer Pump Station Improvements to Ricciardi Bros., Inc.
On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to award Bid/Contract 2023-08 Morningside Drive Sewer Pump Station Improvements to Ricciardi Bros., Inc. On roll call vote of the Board, Motion Passed (5-0-0).

Vote request of DPW Director Rick Mattson for ARPA funding for the design of the Washington Street culvert
On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to authorize the Town Administrator and Finance Director to submit a request to the County Commissioners for \$131,000 for the purpose of design and permitting the Washington Street culvert. On roll call vote of the Board, Motion Passed (5-0-0).

Vote to sign the November 8, 2022 Election Warrant
On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to sign the November 8, 2022 Election Warrant. On roll call vote of the Board, Motion Passed (5-0-0).

Vote request of Lauren Bubela to hold a Block Party on Bird Street on October 30, 2022 from 11am-6pm
On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to approve request of Lauren Bubela to hold a Block Party on Bird Street on October 30, 2022 from 11am-6pm. On roll call vote of the Board, Motion Passed (5-0-0).

Vote request of Sakura, 691 Main Street for a KENO License, a vote is only necessary if the Board does not approve the request

Aoife Kelly outlined why this item is before the Board and how a vote is only required of the Board if they object to this request. The Board discussed the request and were in support of the request.

Vote renewal of Stadium Event Parking Lot License at 1896 Washington Street

On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to renew the Stadium Event Parking Lot License at 1896 Washington Street with 15 spaces. On roll call vote of the Board, Motion Passed (5-0-0).

CONSENT AGENDA

On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to accept with gratitude the following donations:

Terence Kelly & Jen Dimatteo to Tuner Lodger Programs	\$50
Multiple Donors to Smiling Eyes Financial	\$91
Fiberoptics Technology Inc. in memory of Carolyn Bailey to COA Gifts	\$100
J.D. Murphy Management Co., Inc. to COA Gifts	\$200
Walpole Co-Operative Bank to Recreation Community Events	\$3,500

On roll call vote of the Board, Motion Passed (5-0-0).

Minutes

On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to approve the Minutes of September 27 and October 4, 2022 as presented in our packet. On roll call vote of the Board, Motion Passed (5-0-0).

Town Administrator's Update

Town Meeting

With Town Meeting complete, Jodi has gone ahead and set up all the necessary accounts, departments have already started to order all their approved capital items.

Joint meeting with the Finance Committee

We are going to have a joint meeting with the Finance Committee, possible two meetings. Two discussion topics; first one being with some of the larger town departments, to get a sense of what they are looking for, similar to what we did last November with Chief Bailey and at the time Acting Chief Kelleher. The second meeting is a joint meeting with School Committee, Finance Committee and the Select Board to talk about items such as growth for the upcoming budget season, OPEB and the debt budget.

FY24 Budget

Now that you have set the COLA, we will go forward with sending out the budget directives, likely looking for input from the Select Board sometime in December, will place it on an agenda for discussion.

On motion of Clerk Hamilton, seconded by Vice Chair Maffei, voted to adjourn and the meeting was adjourned accordingly at 8:07pm. On roll call vote of the Board, Motion Passed (5-0-0).