

**Town of Mansfield
Board of Selectmen
Minutes of September 16, 2009**

Present: Chairman Baldwin, Vice Chairman Moran, Clerk Jess Aptowitz, Selectman Sandra Levine, Selectman Dentino, Nick Riccio, Interim Town Manager

Chipotle Mexican Grill change of Manager

Philip Wallach, proposed manager of record is present.

Mr. Wallach stated that he is tips certified and has been with the organization for a year in their Westboro location. He is now ready to take over as the manager of the Mansfield facility.

Motion: To approve change of manger to Mr. Wallach. (Moran/Aptowitz) 5:0 passes

Auditor contract

Jack Goldberg spoke briefly about the retention of Brown and Co. as our auditor. The town is about to retain the audit company for the next three years and Selectman Dentino was concerned about that length of time for a contract.

The FinComm supports the use of Brown and Co. and a change would be disruptive at this time. The price and service has been good and with a new town manager and town accountant being hired it is important to have an experienced auditor that knows the town.

The town manager hires the town auditor so the board does not sign off on the agreement. The board only sees the auditor once a year for the audit presentation. That is why they have been unfamiliar with the three year contract process.

The audit committee will be meeting soon with the interim town manager and the auditor to collaborate on financing trends.

Town Accountant interview

Jack Goldberg gave a brief overview of what the town accountant sub committee did in interviewing and selecting a candidate.

Chairman Baldwin introduced John Stanbrook, town accountant candidate, to the Board of Selectmen and to Mr. Riccio.

- Selectman Moran asked Mr. Stanbrook why he chose municipal accounting over a corporate setting.

Mr. Stanbrook likes the fact that he can make a difference to so many people by working in a town as opposed to a corporation. He is very community and family oriented.

- Selectman Moran: How do you feel about having to deal with current and future fiscally tight times?

He is used to dealing with small towns with limited budgets and has become quite proficient in stretching every dollar.

- Selectman Levine: I see you have been working with Softright accounting, for how long?

He has been working with the system for about 18 months.

- Selectman Levine: What do you know about Mansfield and its financial structure? Why do you want to come to Mansfield?

He actually wanted to apply last year but was unable to because of just starting up Softright in East Bridgewater and he didn't want to leave his position while the town was in transition. So he was happy to see that the Mansfield position was available again this year.

- Selectman Dentino: I see cons and pros here.
CON: He would like to have seen Mr. Stanbrook have more experience.
PROS: He has solid credentials and he is experienced with Softright, an accounting system to which the Town of Mansfield just transitioned.
NU graduate.
Mr. Stanbrook is knowledgeable in addition to being personable.
- Selectman Aptowitz: he was pleased with his effort in answering questions and general demeanor in the interviews. Thank you for applying.
- Chairman Baldwin: How would your fellow coworkers describe you?

Mr. Stanbrook replied that he is easy to get along with and a real team player.

- Mr. Riccio: I thought he was an excellent candidate. The staffs of the accounting and treasurers depts.. have indicated their support for John.

- Selectman Levine: Thank you to the interview team and to the other candidates. She was very impressed with Mr. Stanbrooks answers to the situational questions. He obviously took his time and gave a lot of thought to the process.

Selectman Dentino praised Roxanne Donovan and Bea Kearney for helping with the interview process. Their help in getting through the current transition and interview assistance has been invaluable.

Motion: To hire Mr. Stanbrook as the town accountant. (Dentino/Aptowitz) 5:0 passes

Executive Session

Motion: To adjourn to executive session to discuss contract negotiations with union personnel. (Aptowitz/Levine) 5:0 passes

Roll call vote: Chairman Baldwin, Vice Chairman Moran Selectman Dentino aye, Selectman Aptowitz aye, Selectman Levine aye. 5:0 passes

Q&C

None

Weekly Business

- **Signed but not voted last week:**

Warrant No. 10010PT in the amount of \$295,184.67

Motion: To approve. (Levine/Moran) 5:0 passes

Warrant No. 10010TV in the amount of \$82,781.99

Motion: To approve. (Levine/Moran) 4:0:1 passes (Dentino abstain)

Warrant No. 10010S in the amount of \$319,102.28

Motion: To approve. (Levine/Moran) 5:0 passes

Warrant No. 10010T in the amount of \$207,087.84

Motion: To approve. (Levine/Moran) 5:0 passes

Warrant No. 10010E in the amount of \$1,811,808.40

Motion: To approve. (Levine/Aptowitz) 4:0:1 passes (Dentino abstain)

- **This week:**
Warrant No. 10011PT in the amount of \$311,582.02
Motion: To approve. (Aptowitz/Moran) 5:0 passes

Warrant No. 10011TV in the amount of \$88,928.81
Motion: To approve. (Levine/Aptowitz) 5:0 passes

Warrant No. 10011PS in the amount of \$1,284,801.66
Motion: To approve. (Levine/Aptowitz) 5:0 passes

Warrant No. 10011SV in the amount of \$361,122.48
Motion: To approve. (Moran/Aptowitz) 4:0:1 passes (Dentino abstain)

Warrant No. 10011T in the amount of \$235,315.51
Motion: To approve. (Levine/Moran) 5:0 passes

Warrant No. 10011E in the amount of \$108,080.08
Motion: To approve. (Moran/Aptowitz) 4:0:1 passes (Dentino abstain)
- Bond anticipation notes to be signed by Board of Selectmen.
Amounts were read into record by clerk.
Motion: to approve and sign bond notes. (Moran/Aptowitz) 5:0 passes

Approve and release

- Executive Session meeting minutes January 22, 2009
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes April 15, 2009
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes May 6, 2009
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes May 20, 2009
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes May 22, 2009
Motion: To approve. (Moran/Dentino) 4:0:1 passes (Levine abstain)
- Executive Session meeting minutes June 3, 2009
Motion: To approve. (Levine/Dentino) 5:0 passes
- Executive Session meeting minutes June 22, 2009
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes June 24, 2009
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes July 1, 2009
Motion: To approve. (Moran/Levine) 5:0 passes

Approve and not release

- Executive Session meeting minutes January 21, 2009
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes February 4, 2009
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes March 11, 2009 (part 1)
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes March 11, 2009 (part 2)
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes March 25, 2009
Motion: To approve. (Moran/Levine) 5:0 passes
- Executive Session meeting minutes June 10, 2009
Motion: To approve. (Moran/Levine) 5:0 passes

- Common Victualler's license application from Spoodles Soup Factory. Routing slip have come back positive.
Motion: To approve license. (Moran/Aptowitz) 5:0 passes

- Common Victualler's license application from Mangia Bene. Routing slip have come back positive. (payment on taxes made and set up for future payments)
Motion: To approve license. (Aptowitz/Moran) 5:0 passes

- Request for block party from Bella Vista Ave residents for Sat, Sept 18th (Routing slip have come back positive).
Motion: To approve license. (Moran/Levine) 5:0 passes

- Request for block party from High & Central Sts. residents for Sat, Sept 18th (Routing slip have come back positive)
Motion: To approve license. (Levine/Aptowitz) 5:0 passes

- Request for one day beer and wine license for Tri County Beagle Club. (Routing slip have come back positive)
Motion: To approve license. (Aptowitz/Moran) 5:0 passes

Open session resumed 8:46pm

Correspondence

- Resignation letter from Judith Martone from Fair Housing, Housing Corporation and the Housing Rehabilitation Program Advisory Board.
Motion: To accept and send thank you letter. (Levine/Moran) 5:0 passes
- Letter from Helen Christian regarding appointment of election workers.
Motion: To approve appointments. (Aptowitz/Dentino) 5:0 passes
- Letter of request from Mansfield Shelter Friends. They are requesting permission to place a sign on the S. Common advertising the annual Celebration of Animals on October 3rd.
Motion: To approve. (Levine/Moran) 5:0 passes
- Memo from John Sullivan regarding outstanding Certificate of Non Compliance and Dam Safety Order. Letter attached to the office of Dam Safety requesting a three year waiver.
Motion: To approve. (Levine/Aptowitz) 5:0 passes

Town Managers Report

- Spending freeze memo issued to dept. heads yesterday. Anything over \$500 needs approval from the tm.
- Heating system at 2 Park Row has died and needs to be replaced. There are many existing heating/cooling issues in the building and it will be cost effective to do the cooling system now in conjuncture with the heating as opposed to doing the cooling system next year.

Selectman Dentino has concerns over where the funds will be coming from. The School Committee is possibly relying on stimulus funds however; those funds have not come in yet. CIP will be meeting soon and the reserve fund transfer request will be discussed at that meeting.

- HOMS guard rail is not in place and the extension is ready to be signed.
- Barry Meehan is expected to go home from rehab at the end of the week.

Selectmen's Old & New Business

- Old business from Selectman Levine: When is the Torres report coming in? Ann, sorry don't know. He has not gotten back to me.

Status on lock box issues? The Treasurers office is struggling and really needs help. Selectman Dentino would like the float person to help out. She is currently in the town clerks office.

Status on car and professional dev policies? Chairman Baldwin stated it will be coming up soon.

By-monthly meeting with boards and committees need to start up.

Letter of complaint re: stearns ave Rotenberg Center. Any resolution? Nick talked to the center director and they will alter schedule to accommodate the neighborhood.

- Old business from Selectman Dentino: Are personnel still going to classes and professional development? yes, if not for certification, they are paying for it.

Update on vandalism at Memorial park? The DPW is working on it but it is a constant maintenance issue.

Selectman Dentino would like to see the use of flex time instead of comp time. Staff should only come to a meeting if necessary, not just in case.

Mr. Riccio stated that most unions will have an issue with it but he will discuss it.

- Old business from Selectman Aptowitz: Status on rt. 106 construction? Another meeting will be forthcoming but a date is not specified yet.

- New business from Selectman Moran: The tm search Committee meet last week and narrowed the field down. Hopefully interviews will commence in the next month.

Update needed on parking lot machines for commuter parking. Mr. Riccio will talk to Chief O'Neill about any progress.

- Old business from Chairman Baldwin: None
- New business from Chairman Baldwin: Haunted Hallows will be opening soon for business. Stay tuned.

- New business from Selectman Aptowitz: Health insurance collaborative will be meeting soon and they will provide an update on rates.

Please speak with the Assessors Office on rate classification and update of data.

- New business from Selectman Dentino: None
- New business from Selectman Moran: None
- New business from Selectman Levine: None

Adjournment

Motion: Adjourn at 9:33pm (Moran) 5-0 Passes

Jess Aptowitz

Signature of Clerk

October 7, 2009

Date of Approval