

PLYMPTON BOARD OF SELECTMEN
MINUTES
November 09, 2009

Attendees: Joseph Freitas, Barry DeCristofano, and John Henry
Meeting called to order at 7:00 PM

7:00 PM APPOINTMENT:

Topic of meeting: "Organization of the Finance Function Roles and Responsibilities."
Selectmen Henry presented a handout taken from the Selectmen's guidelines manual and gave copies to the Town Accountant, Barbara Gomez, Town Treasurer/Collector, Carolyn Northon, Finance Committee members: Max West, Chair, Lisa Hart, David Pecinovsky, Secretary, and Tom Gillespie. The handout was broken into the roles and responsibilities for the Board of Selectmen, Town Accountant, Town Treasurer and Finance Committee.

Mr. Henry stated that due to a recent short-fall in cash flow at the Town House new measures needed to be taken to avoid such short-falls in the next budget. All parties at the meeting agreed that there will be a monthly meeting with these departments to review the budget, receipts, borrowing, projected cash flow and future expenditures. Mr. Henry used the recent example from the Town's Veteran Agent, Roxanne Whitbeck reflecting a short-fall of funds needed to pay Veteran's from March to June 2010. Mr. Henry stated that receipts are due to Town in the amount of \$14,080.00.

The Town Account, Ms. Gomez gave an update on the General Fund – Appropriations hand out "General Ledger Revenue Summary – 10/31/2009" and the 2011 Cherry Street figures, and reported that Free Cash of \$2,712 has been certified for last year.

Town Treasurer, Ms. Northon reported that due to the recent initiative of the delinquent tax payer campaign \$72,000.00 in real estate taxes for 2009 and \$35,000.00 in real estate taxes for 2008 have been collected. Mr. Henry concluded that during the summer season there is a large gap in cash flow of approximately \$200,000.00 because the next collection for real estate taxes takes place in November.

Finance Chair, Max West and David Pecinovsky are working on a system to reflect the monies that were are spent and detailed report for the budget of the 89 line items to be presented for approval at Town Meeting.

Selectmen Freitas excused himself from the meeting at 7:30 PM.

Ms. Hart asked the Board if they had revisited the idea to hire a Town Manager at some point and is there a job description for a Town Manager. Mr. DeCristofano stated that a government study was done in 1999 and the Town determined at that time that they did not want to pay for a Town Manager. There was discussion of when does the Town hire a Town Manager, pay their salary and pay for an up to-date study.

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REPORTS:

Mr. Henry reported that he met with Pat Ciaramella from Old Colony Planning Counsel on Monday, November 09, 2009. A member of the Old Colony Board will assist Mr. Henry with grant funds in the amount of \$150,000.00 for repairs to the Town House, including new windows and a new heating system. Plympton will have to become a member of an Economic Target Area (ETA) before it can be part of an EOA. Assistance from Old Colony will help Plympton become an EOA in order to develop the Industrial Park. Mr. Henry stated that the Towns of Plymouth and Kingston are holding up Plympton's membership into their Economic Target Area (ETA.)

Mr. Henry reported that all departments will be asked to review their fee schedules and compare with local Towns.

DATES:

Special State Primary Election registration Wednesday, November 18, 2009 from 7:00 am to 8:00 pm in the Town Clerk's office.

Plymouth County Advisory Board meeting, November 19, 2009 in Duxbury.

Town Auditor to visit November 23, 24, and 25th, 2009. Will use Selectmen's Room.

CORRESPONDENCE:

Veteran's Agent, Roxanne L. Whitbeck regarding cash flow short-fall for this fiscal year.

Plympton Fire Department regarding Transfer Station and Recycling Center Authorization to construct.

Keegan Werlin, LLP regarding: NSTAR Electric Company, D.P.U. 09-120

Conservation Commission legal notice – Tuesday, November 17, 2009 at 7:45 PM

Hearing to consider a Notice of Intent, under Mass Wetlands Protection Act, M.G.L.

C 131 40. Applicant: Robert Andrews, 103 Main St, Plympton, MA 02367

Dennett Elementary School – Annual Thanksgiving Feast, November 18, 2009 at 11:30 AM.

Finance Committee budget request December 14, 2009.

Plymouth County White Ribbon Campaign, Thursday, December 03, 2009, Rockland.

U.S. Department of Transportation – Federal Aviation Administration (FAA)

Appropriations and Expenditures Report – 10-31-09

Kopelman and Paige – Conflict of Interest Law (Barry took)

Plymouth County Commissioners – Fuel Oil Bid.

VOTED: Motion made by Mr. Henry to adjourn meeting at 8:30 PM. Second Mr. DeCristofano. 2-0-0.

Respectfully submitted,

Lisa Krance

Board of Selectmen Secretary.