**Plympton Board of Selectmen’s Meeting Minutes**

**Monday, July 8, 2019**

**Plympton Town House**

In attendance:

Board of Selectmen (BOS): Christine M. Joy (CJ), Mark E. Russo (MR), and John A. Traynor Jr. (JT)

Town Administrator: Elizabeth Dennehy (TA)

The open meeting session reopened at 6:25 after the completion of the executive sessions.

Linda Leddy of the Open Space Committee gave an update on the sale of the two lots at the Two Brooks Preserve property. The bidder for one of the lots has backed out at the present time. This means we will have to re-bond the lots when the bond comes due this fall.

Linda has been in touch with a person who will list the two lots on all the appropriate real estate web sites. Open space will pay the fee for the listings out of their budget.

The Town Administrator indicated that four bids had been received for making the Library entrance ADA compliant. She recommended that the BOS vote to approve the bid ($6,800) of Door Tech Inc. as it was a complete turnkey package including the electrical content.

Motion made by MR and seconded by CJ to award the bid to Door Tech Inc.

Vote: 3-0

Town Clerk Patricia Detterman approached the Board about the status of the Town Clerk’s Vault. At the time of installation, the necessary electrical work was not completed, and therefore in the summer months only the inside door is closed. Because of a leaky roof over the Town Clerks office there is a danger that water could leak into the vault. It was agreed that the Town Clerk would look at resolving the electrical issue while the BOS would be responsible for solving the roof leakage issue.

The Town Clerk also discussed the upcoming 2020 census. At a recent seminar on beginning the effort to comply with the 2020 census it was recommended that a trusted committee be set up to ensure all the rules are followed for the census. This committee will be initiated by the Town Clerk drawing on local organizations such as the church, Council on Aging, etc. It was agreed that a committee composed of five to seven members made the most sense.

Appointments:

Colleen Thompson to the Zoning Board of Appeals – term through June 30, 2020.

Edward Seeley as Alternate Plumber – term through June 30, 2020.

Town Administrator Updates:

The Town Administrator indicated that four applications had been received. She and the Police Chief, with Mark’s help, will whittle these down to two for presentation to the Board.

The Housing Choice grant is in the process of being completed and will be filed by the deadline – July 11, 2019.

The TA reached out to Carver and Halifax about potentially sharing services in regard to Council on Aging (COA). Halifax has not responded, but Carver expressed a willingness to meet. TA will set up the meeting and include COA Director Joy Marble.

A twostep Information Technology Health Check Survey will be sent out shortly. First survey will cover user feedback on the existing townhouse technology. The second survey will address cyber security. It is expected that an outside technology firm will be needed to do an infrastructure inventory after the results of the surveys are known. Akuity Technologies was mentioned as a possible vendor.

The TA and Town Accountant met with the Finance Committee to get approval for yearend transfers between departments. It was agreed that in the future monthly reports will be distributed to department heads. Major department heads will be expected to sign off that they have reviewed the report and agree with the expenditures to date. The TA will supply the BOS with a list of those departments for sign-off.

Updated rates for the cemetery were presented and approved. Motion made by CJ and seconded by MR. Vote 3-0

Motion to allow PAYs to use the town ball field for a movie night was made by MR and seconded by CJ. Vote 3-0

Motion to allow the Recreation Committee to hold meetings in the townhouse small conference room, assuming no conflicts, was made by MR and seconded by CJ. Vote 3-0

Motion to allow the Council on Aging to use the Police conference room on Wednesday, August 21st - 10:00 a.m. for Emergency Go Pack Preparations, was made by MR and seconded by CJ. Vote 3-0

Respectfully submitted

John Traynor, Clerk