



**TOWN OF FREETOWN  
BOARD OF SELECTMEN**  
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**MINUTES OF MEETING OF WEDNESDAY FEBRUARY 3, 2016**

**COUNCIL ON AGING  
227 CHACE ROAD, EAST FREETOWN, MASSACHUSETTS**

**2:30 P.M.**     **Call to Order** Lee Baumgartner opens the meeting. Others present are Selectman Sadeck and Town Administrator Jack Healey. Town Accountant Kim Fales joins a few minutes late.

**Weekly Public Discussion**

**Consent Agenda:**

**Board of Selectmen:    Action relative to:**

- Discuss Water Department bills and outstanding payments. – Selectman Baumgartner wants to know about the outstanding bills. Keven Desmarais knows about the outstanding bills. This year with new people in the office they didn't get to send to lien. We have habitual offenders. We have been diligent going back each year but last year we didn't. Selectman Sadeck wants to know how we deal with past due bills because of broken water pipes. Mr. Desmarais says we try to work with them. We do lien each year. We lien in October of each year only. Next year we will work with the Board Of Assessors to make sure this gets done. Selectman Sadeck says when it goes to lien it is no longer part of your department to collect it isn't that correct? Mr. Desmarais says if their new tax bill is \$1,500 but they send in \$1,000 the water dept gets paid first. The Fire Dept is on the aging Selectman Sadeck says why are they on it shouldn't they be Abated? Mr. Desmarais' says yes they should be. Mr. Sadeck says how come the Clerks didn't have any training? Mr. Desmarais doesn't know how to use most of Vadar properly because he is out in the field most of the time but knows that things need to be done. Mr. Paiva says as soon as the Clerk wants to go to another position then they will move to another position. Mr. Desmarais says he will be getting Vadar in to do training and Ms. Fales has a one day credit she has offered for them to use. If they need to get them in longer they will until the clerk is trained.

- Discuss Senior Clerk position. Selectman Baumgartner states that we have hired a full-time and part-time clerk and we were told that the full-timer has informed us that he has paid for a vacation in March.

Motion (Sadeck/Baumgartner) to approve Memorandum Of Agreement. Passed unanimously.

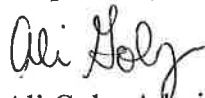
Motion (Sadeck/Baumgartner) to approve the 2 weeks for Steven Chandler and approve the 2 months leave of absence for Vincent D'Olieveira. Passed unanimously.

-Discuss moving Collections into Treasurer/Collector Department. Selectman Baumgartner speaks to moving the collections into the Treasurer/Collector's Dept. Ms. Fales says the Auditors have suggested to move this out of the Departments because the billing people aren't the ones that should collect the money. Mr. Parker asks if the Water Department would still bill but not collect. Mr. Desmarais says we would have to work out the kinks, we would need to have the wiggle room to work with. Ms. Fales says the Water Commissioners would be able to put a policy in place that the Board of Selectmen would approve, that the water clerk would generate a list of abatements for the Commissioners monthly to approve. Mr. Desmarais says we send out 650 bills each quarter, with the next bills going out to be due in March. Then we will phase the whole building. Jeff Cannon joins the meeting and they explain the situation. Mr. Cannon wants to know about an adequate coverage for the office. Ali explains to him that he will have the Floater Isabel by February 29<sup>th</sup> in his office 36 hours a week, the only time she will be out of his office will be to cover vacation and sick days. He is amenable to this.

Motion (Sadeck/Baumgartner) to have the collections for the Water Dept. moved to the Treasurer/Collector Dept. and phase in by the end of May have all receipts from all Departments to be implemented into the Treasurer/Collector Dept. Passed unanimously.

Motion (Sadeck/Baumgartner) to adjourn at 3:43pm. Passed unanimously.

Respectfully submitted,



Ali Golz, Administrative Assistant