Board of Selectmen
Minutes of December 11, 2012
Bourne Community Building
Bourne, MA 02532

TA Guerino

John Chm. Ford, Chairman
Don Pickard, Vice-Chairman
Peter Meier, Clerk
Earl Baldwin
Linda Zuern

Meeting Called to Order
7:00 pm.

Moment of Silence for our Troops/Salute the Flag

Public Comment – Non-Agenda Items
None.

Approve Minutes: Regular Session of 12/4/12
Pickard MOVED and SECONDED by Meier to approve minutes of 12/4/12 as amended.
VOTE 5-0.

Correspondence
Meier read correspondence into record. Hard copies are available at the Town Administrator's office upon request.

Meier – discussed e-mail of a fallen tree in Pocasset which is being removed this week.

BOND sale vote and sign – motion required
Meier MOVED and SECONDED by Pickard
Voted: that the sale of the $7,290,000 General Obligation Municipal Purpose Loan of 2012 Bonds of the Town dated 12/15/12 (the "Bonds"), to Janney Montgomery Scott LLC at the price of $7,651,597.25 and accrued interest is hereby approved and confirmed. The Bonds shall be payable on 12/15 of the years and in the principal amounts and bear investment at the respective rates as follows:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2013	$1,355,000	2.00%	2018	$145,000	2.00%

2014	$1,355,000	2.00%	2019	$145,000	2.00%
2015	$1,330,000	3.00%	2020	$145,000	2.00%
2016	$1,325,000	3.00%	2022	$240,000	2.00%
2017	$ 970,000	1.00%	2025	$300,000	2.00%

Further Voted: that the Bonds maturing on 12/15/22 and 12/15/2025 (each a "Term Bond") shall be subject to mandatory redemption or mature as follows:

Term Bond due 12/15/22

Year	Amount
2021	$140,000
2022*	$100,000

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*Final Maturity

Term Bond due 12/15/2025

Year	Amount
2023	$100,000
2024	$100,000
2025*	$100,000

_____
*Final Maturity

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated 11/21/12 and a final Official Statement dated 12/5/12 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and delivery such certificates, receipts or other documents as may be determined by them, or

any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certified that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: December 11, 2012

VOTED 5-0.

Town Administrator's Report

a. Vote regarding adoption of personnel policies – Ms. Troy Thompson

Ms. Thompson to meet with Town Counsel relative to questions asked at the meeting the policies were discussed. Town Counsel has informed, as far as policy, that he doesn't rule if a policy is correct, but can attest that the content is that of the board's.

Ms. Thompson – sent the policy present with the town changes made in front of the board. There is the changing from Sexual Harassment/Harassment Policy and calling it "Discriminatory Harassment Policy".

TA Guerino – either alleged harassment or discriminatory, the obligation as a municipality is to follow up and do an investigation immediately.

Chm. Ford – this policy is to keep something from happening.

Zuern – concerned about harassment vs. inappropriate.

Chm Ford – requested the policy to be on a disc. Ms. Thompson to talk to TA Guerino on either a summary or policy on disc. Ford requested having employees sign documentation upon receipt of the disc.

TA Guerino – there is an HR portal access on the website in which each employee can get their contracts. Ms. Thompson said all Departments will have a hard copy.

Pickard MOVED and SECONDED by Baldwin to approve the Town of Bourne Personnel Policies as presented by the Human Resource Director. VOTE 5-0.

Pickard withdrew his previous motion.

Pickard MOVED and SECONDED by Meier to adopt the Town of Bourne Employees Policies and Procedures and the Town of Bourne Discriminatory Harassment Policy. VOTE 5-0.

TA Guerino – the new cable access company is interested in meeting with the board in a possible workshop setting to discuss the board's expectations. The board will use 2/26/13 for the date.

Selectmen's Report

a. Vote on Centennial Celebration Committee charge

Baldwin MOVED and SECONDED by Pickard to endorse the Centennial Celebration Committee charge as presented. VOTE 5-0.

Chm. Ford – requested making up slips for members on the committee.

b. Board to vote on hosting mandates seminar

TA Guerino – a lot of mandates from the Commonwealth are not funded (pick up costs for more things or undertake more), and should try to put together a session for Bourne or with neighboring communities, legislation at the State level, Delegates and Division Local Mandates at the Commonwealth level and various State agencies. He is brining before the board to see if they want to move forward and wants thoughts of the board.

Zuern – she would like to see this local moving forward and encouraged the board to send by email any ideas.

Chm. Ford – the board to sign clean copy on the 1/22/13 meeting.

TA Guerino – 12/18/12 is last meeting of the year and would like to ask Representative Giffords to come before the board to thank her for support for the Town of Bourne and the community.

Chm. Ford – 12/18/12 the UCT and the Superintendent will be in before the board relative to their Super Bowl win. Meier added that he plans mid-January to invite State and Federal Delegates and public speaker for the UCT. Chm. Ford added a citation to honor the UCT for their second year in football.

c. Holiday Schedule – Christmas Eve

Ford MOVED and SECONDED by Meier that Town Hall be closed, a half day for all non-public safety employees and those required to work, who are entitled to 4 hours, to be used prior to 6/30/13. VOTE 5-0.

d. Selectmen's Schedule – tentative

Selectmen's Meetings:
1/8/13
1/29/13
2/5/13
2/19/13

Workshops
1/22/13

Sewer Commissioners:
1/29/13
2/19/13

Zuern – requested the mandates in on 1/22/13 for the workshop. TA Guerino to see when folks are available.

Pickard MOVED and SECONDED by Meier to approve the Selectmen's Schedule as presented. VOTE 5-0.

Zuern – commented and thanked all who participated and were involved in the Christmas in Bourne activities.

Pickard – asked people to think of the Food Pantry this holiday season.

Meier – recognized the Fire Department's Homeless for the Holidays event. He's received several emails about the expansion of the MMA of concerns of losing houses if the academy needs the land. He suggested inviting the Admiral in before the board for discussion of said concerns. Chm. Ford said the MMA increases the town's economy and that the Admiral would be more than happy to discuss with whoever wanted to ask questions.

Chm. Ford – attended the Lighting of the Park and the Victorian Christmas Train Ride.

TA Guerino – thanked the DPW for their efforts with the holiday decorating of the village.

Adjournment

Pickard MOVED and SECONDED by Zuern to adjourn. Meeting adjourned at 7:45 pm.

Respectfully submitted - Lisa Groezinger, sec.