

HAMILTON BOARD OF SELECTMEN &  
HAMILTON FINANCE AND ADVISORY COMMITTEE  
MINUTES OF JOINT MEETING

Memorial Room, Town Hall, 577 Bay Road, Hamilton

October 4, 2021

Selectmen Present at Town Hall:	Chair William Olson and Jamie Knudsen
Selectmen Online:	Darcy Dale, Rosemary Kennedy, and Shawn Farrell
Finance and Advisory Committee Members Online:	Chair Christina Schenk-Hargrove, John Pruellage, David Wanger, Nick Tensen, and John McGrath
Town Manager Online:	Joe Domelowicz Jr.
Others Present at Town Hall	Town Clerk Carin Kale and Finance Director Alex Magee
Others Present Online:	Director of Planning & Inspections Patrick Reffett and Town Counsel Tom McEnaney of KP Law

*\* This meeting was conducted at Town Hall with a Zoom component.*

**Call to Order/Pledge of Allegiance**

Board of Selectmen (BOS) Chair William Olson called the joint meeting to order for the BOS at 6:31 p.m. and took a roll call that included himself and Jamie Knudsen at Town Hall and Darcy Dale, Rosemary Kennedy, and Shawn Farrell participating online remotely. *\*Note: The BOS has voted to refer to itself informally as the Select Board pending a Special Town Meeting (STM) vote.*

Finance and Advisory Committee (FinCom) Chair Christina Schenk-Hargrove called the meeting to order for the FinCom at 6:32 p.m. The full board was participating remotely: David Wanger, Nick Tensen, John Pruellage, John McGrath, and Ms. Schenk-Hargrove.

**Public Comment (5 minutes on topics not already on the agenda)**

Town Clerk Carin Kale, speaking from the Memorial Room, said she wanted to make sure everyone was aware of the special State election for the seat of State Representative Brad Hill of the Fourth Essex District who has resigned. The Primary will be held on Nov. 2 and the State Election on Nov. 30. She supplied details on vote-by-mail and where election info. may be found. She said it was critical to specify which party's ballot one wanted in making the request. Mr. Olson added that the BOS will be recognizing Rep. Hill's years of service with a certificate to be presented at a future meeting.

**AGENDA**

**Review Warrant for Special Town Meeting (STM) and record votes on articles**

**FIN COM AGENDA: STM Warrant reviewed, discussed and voted on with the Select Board**

Finance Director Alex Magee, attending at Town Hall, shared the STM Warrant onscreen. Mr. Olson asked Ms. Dale, who is a former FinCom member, whether she thought FinCom should vote first. She said yes because FinCom serves in an advisory capacity to the BOS.

**Article 1-1, Article for Consent Motion:** The article was skipped.

**Article 2-1, Prior Year Bills:** The article addresses a bill that came in after the close of the fiscal year in the amount of \$39.25.

**BOS Motion:**

Ms. Dale made a motion that the BOS recommend favorable action on Article 2-1. Ms. Kennedy seconded the motion.

**Discussion:**

Mr. Olson discussed that the article requires a 9/10 vote and explained why a consent motion is not being done at this STM. Ms. Schenk-Hargrove had a point of order: She asked whether FinCom should also make a motion. It was decided that each board would make a motion followed by discussion and vote.

**FinCom Motion:**

Mr. Pruellage made a motion that the FinCom recommend favorable action on Article 2-1. Mr. Tensen seconded the motion.

**FinCom Vote:**

A roll-call vote was taken with "ayes" from Mr. Pruellage, Mr. Tensen, Mr. Wanger, Mr. McGrath, and Ms. Schenk-Hargrove, (5-0) unanimous.

**BOS Vote:**

A roll-call vote was taken with "ayes" from Ms. Kennedy, Ms. Dale, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (5-0) unanimous.

**Article 2-2, Amendment to Budget:**

Town Manager Joe Domelowicz Jr., participating remotely, explained this article would reduce the amount of the operating budget by \$875,725. It corrects an issue of funds that were inadvertently appropriated twice.

**FinCom Motion:**

Mr. Pruellage made a motion that the FinCom recommend favorable action on Article 2-2. Mr. Wanger seconded the motion.

**FinCom Vote:**

A roll-call vote was taken with “ayes” from Mr. Wanger, Mr. Tensen, Mr. Pruellage, Mr. McGrath, and Ms. Schenk-Hargrove, (5-0) unanimous.

**BOS Motion:**

Ms. Dale made a motion that the BOS recommend favorable action on Article 2-2. Ms. Kennedy seconded the motion.

**Discussion:**

Steps were discussed to ensure that a situation like this won't reoccur.

**BOS Vote:**

A roll-call vote was taken with “ayes” from Ms. Dale, Ms. Kennedy, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (5-0) unanimous.

**Article 2-3, Election Staffing:**

**FinCom Motion:**

Mr. Wanger made a motion that the FinCom favorably recommend Article 2-3. Mr. Pruellage seconded the motion.

**BOS Motion:**

Mr. Farrell made a motion that the BOS favorably recommend Article 2-3. Ms. Dale seconded the motion.

**Discussion:**

Ms. Kale responded to questions regarding expected reimbursement from the State and how the estimates of election costs for Hamilton were calculated. The expected request is \$14K. Mr. Wanger asked if that covered both elections; Ms. Kale replied yes.

**FinCom Vote:**

A roll-call vote was taken with “ayes” from Mr. Tensen, Mr. Wanger, Mr. McGrath, Mr. Pruellage, and Ms. Schenk-Hargrove, (5-0) unanimous.

**BOS Vote:**

A roll-call vote was taken with “ayes” from Mr. Farrell, Ms. Kennedy, Ms. Dale, Mr. Knudsen, and Mr. Olson, (5-0) unanimous.

**Article 3-1, General Bylaws—Board of Selectmen Name Change:**

**FinCom Motion:**

Mr. Wanger made a motion that the FinCom favorably recommend Article 3-1. Mr. Tensen seconded the motion.

**BOS Motion:**

Ms. Kennedy made a motion that the BOS recommend favorable action on Article 3-1. Ms. Dale seconded the motion.

**Discussion:**

Town Counsel Tom McEnaney, participating remotely, said the bylaw change would be reviewed by the Attorney General's office and by statute, this should be done within three months unless an extension is requested.

**FinCom Vote:**

A roll-call vote was taken with "ayes" from Mr. Wanger, Mr. Tensen, Mr. McGrath, Mr. Pruellage, and Ms. Schenk-Hargrove, (5-0) unanimous.

**BOS Vote:**

A roll-call vote was taken with "ayes" from Ms. Kennedy, Ms. Dale, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (5-0) unanimous.

**Article 3-2, Zoning Bylaws—Board of Selectmen Name Change:**

**FinCom Motion:**

Mr. Wanger made a motion that the FinCom favorably recommend Article 3-2. Mr. Pruellage seconded the motion.

**BOS Motion:**

Mr. Farrell made a motion that the BOS favorably recommend Article 3-2. Ms. Dale seconded the motion.

**Discussion:**

Mr. McEnaney noted that a 2/3 vote is needed and because it is a zoning bylaw, they need to make sure the Planning Board holds a public hearing on the matter.

**FinCom Vote:**

A roll-call vote was taken with "ayes" from Mr. Wanger, Mr. Tensen, Mr. Pruellage, Mr. McGrath, and Ms. Schenk-Hargrove, (5-0) unanimous.

**BOS Vote:**

A roll-call vote was taken with "ayes" from Ms. Dale, Ms. Kennedy, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (5-0) unanimous.

**Article 3-3, Home Rule Petition to Refund Taxes—550 Highland Street:**

**FinCom Motion:**

Mr. Wanger made a motion that the FinCom favorably recommend Article 3-3. Mr. Tensen seconded the motion.

**BOS Motion:**

Mr. Kennedy made a motion that the BOS recommend favorable action on Article 3-3. Ms. Dale seconded the motion.

**Discussion:**

It was explained that this article concerns refunding \$13, 232 to the Highland Street curators. It will also need to be reviewed by the Legislature. It will not affect the tax rate. Mr. McGrath said he thought the dollar amount was slightly different. The others said it was the correct amount. Mr. McGrath raised the question of whether they should explain to the taxpayers what the overlay account is generally used for because that will be the source of the funds. Mr. Magee explained it is a budgeted amount for taxes that go uncollected. There was a discussion about drafting language for the FinCom book of recommendations. Mr. McEnaney said he will also add language saying that the article closes out the matter.

Mr. Knudsen said he felt the action set a bad precedent. Ms. Dale said the curators live in State-owned property and were inadvertently charged by the Assessors. Ms. Schenk-

Hargrove said her belief is that the tax was asserted correctly. Mr. Olson said legally the Town was allowed to charge taxes, which is why a Special Act is needed to not charge the taxes, and that the curators did not request an abatement within the time allowed. Mr. Wanger said it was a singular fact pattern and doesn't establish a precedent. Mr. McGrath said a lot of time and effort went into resolving it and he felt they got it right. Ms. Schenk-Hargrove said she didn't see the rightness as under the lease, the tenant was required to pay the taxes. She questioned the use of the word "abatement." Mr. Knudsen said while the specific scenario may not arise again, he felt it common that people pay taxes and want abatements. Mr. McEnaney said it was a tax abatement and with respect to other properties that might be exempt from taxes, General Law under Chapter 59 allows the Town to determine that. He cited examples. Ms. Kennedy said the curators had objected to paying the taxes from the get-go.

**FinCom Vote:**

A roll-call vote was taken with "ayes" from Mr. Wanger, Mr. Tensen, Mr. Pruellage, and Mr. McGrath, and "no" from Ms. Schenk-Hargrove, (4-1).

**BOS Vote:**

A roll-call vote was taken with "ayes" from Ms. Kennedy and Ms. Dale; abstention from Mr. Farrell; "no" from Mr. Knudsen; and "aye" from Mr. Olson, (3-1-1).

**Article 3-4, Authorization to Convey Easement to National Grid—577 Bay Road:**

Mr. Olson explained that National Grid was issued a license to run the power but needs an easement to access the equipment.

**FinCom Motion:**

Mr. Wanger made a motion for FinCom favorable action on Article 3-4. Mr. Pruellage seconded the motion.

**BOS Motion:**

Mr. Farrell made a motion that the BOS recommend favorable action on Article 3-4. Ms. Dale seconded the motion.

**Discussion:**

Ms. Kennedy commented that the cell tower has taken an inordinate amount of time and said she wanted to ensure that it was included in the language that National Grid should repair any property unearthed during the work. Mr. McEnaney said the warrant language specifically seeks to enter the easement upon terms and conditions the BOS deems appropriate, and therefore, the BOS can put those conditions into the easement.

**FinCom Vote:**

A roll-call vote was taken with "ayes" from Mr. Wanger, Mr. Tensen, Mr. Pruellage, Mr. McGrath, and Ms. Schenk-Hargrove, (5-0) unanimous.

**BOS Vote:**

A roll-call vote was taken with "ayes" from Ms. Kennedy, Ms. Dale, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (5-0) unanimous.

**FIN COM AGENDA**

**Other Topics Not Reasonably Anticipated as Determined by the Chair**

Not discussed.

**Adjournment of the Joint Meeting**

Mr. Wanger made a motion that the FinCom adjourn. Mr. Pruellage seconded the motion. A roll-call vote was taken with “ayes” from Mr. Wanger, Mr. Tensen, Mr. Pruellage, Mr. McGrath, and Ms. Schenk-Hargrove, (5-0) unanimous.

Ms. Dale left the meeting, noting she had previously discussed having to leave with Mr. Olson.

Mr. Farrell made a motion that the BOS close the Joint Meeting and open the National Grid Pole Hearing. Ms. Kennedy seconded the motion. A roll-call vote was taken with “ayes” from Ms. Kennedy, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (4-0) unanimous among those present.

HAMILTON BOARD OF SELECTMEN

MINUTES OF MEETING

October 4, 2021

**National Grid Pole Hearing for Walnut Street**

Sibhita Mahabier, representing National Grid, was participating remotely. Mr. Magee displayed the petition onscreen. Ms. Mahabier explained there was a dead tree on a person’s property needing to be removed and National Grid needed to stabilize the pole and the positioning of the guide wire, which involved adding a new pole.

**Decision:**

Mr. Farrell made a motion that the BOS approve the movement of the pole for National Grid. Ms. Kennedy seconded the motion.

**Further Discussion:**

Ms. Kennedy asked some clarifying questions regarding the location of the wires.

**Decision (Continued):**

A roll-call vote was taken with “ayes” from Ms. Kennedy, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (4-0) unanimous among those present.

It was discussed that Select Board members will sign the document this evening or arrange to sign it tomorrow at Town Hall.

**Decision #2:**

Mr. Farrell made a motion that the BOS close the public meeting for the Pole Hearing. Ms. Kennedy seconded the motion. A roll-call vote was taken with “ayes” from Ms. Kennedy, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (4-0) unanimous among those present.

### **Department Report—Patrick Reffett and DeRosa Associates**

Mr. Reffett, participating remotely, said there has been great discussion over the years regarding the landfill. Aside from the solar farm, there is land there that has potential for use. Michael DeRosa was present to share his company's report. DeRosa is largely an environmental consulting firm. He pointed out the wetlands, rare and endangered species habitats, and developmental possibilities, which he said would be an extensive permitting challenge for the Conservation Commission (ConCom). The take-home message, he said, is that although something could happen there, it would take a bit of work to make it happen. Mr. Reffett said it would help to understand the leases of the available property there a bit better in looking to see what would be a good fit for the property. He said it would help to have a better evaluation cost-wise to open up those properties, which would require crossing of the solar array to get to them. Ms. Kennedy clarified some information on acreage and where the road was located for access.

Mr. Reffett noted the Planning Board will host a public hearing on Oct. 19 that will focus on Chebacco Road and the 133 Essex St. project. He said they were trying to make the road up to code and safer for the residents. HWCAM will cover the meeting in a webinar. The Zoning Board of Appeals (ZBA) is also likely to conclude its public hearing on the 10-unit Habitat for Humanity project on Wednesday evening. Another project, at 421 Asbury Street by Harborlight Community Partners, is also in discussion.

### **ANNOUNCEMENTS & BOARD OPENINGS**

#### **Board and Committee Openings**

- Finance and Advisory Committee (FinCom)—two associate member openings
- Conservation Commission (ConCom)—two openings
- Hamilton Historic District Commission—one opening
- Open Space Committee—two openings
- Hamilton Planning Board—one associate member opening
- Hamilton Affordable Housing Trust (AHT)—one opening

#### **Selectmen/Town Manager Reports**

Mr. Olson said the Hamilton Wenham Regional School District is developing a portrait of a graduate and seeking input. Cutler Elementary School is being reviewed for improvements as it reached the next step (Senior Study Phase of the process) with the MSBA [Massachusetts School Building Authority]. The BOS is seeking a high school student rep. to join the BOS. He reiterated there will be a meeting tomorrow for the 133 Essex St. project with a proposal to separate out the farm land. Mr. Reffett confirmed they were awaiting an opinion from Town Counsel.

Ms. Kennedy, Mr. Farrell and Mr. Knudsen did not give reports.

### **Discussion about Selectmen Training on Unconscious Anti-Bias Training**

This agenda item was tabled to the next meeting as Ms. Dale was not present to discuss it.

### **CONSENT AGENDA**

- **Approve Minutes of Aug. 16, 2021 Select Board meeting**
- **Appoint Sara Holden Searle to the HW Cultural Council**

#### **Decision:**

Mr. Farrell made a motion to approve the Consent Agenda. Mr. Knudsen seconded the motion.

#### **Discussion:**

Ms. Holden introduced herself, saying she was a new resident to Hamilton who grew up in Peabody. She was welcomed by the Select Board.

#### **Decision (Continued):**

A roll-call vote was taken with “ayes” from Mr. Farrell, Ms. Kennedy, Mr. Knudsen, and Mr. Olson, (4-0) unanimous among those present.

### **Approve Eagle Scout Project for Senior Center**

Cooper Blatz, 41 Garfield Ave., reported on his Eagle Scout project to improve the area outside the Hamilton COA. He talked about painting the front and back doors, refurbishing two benches, and adding raised planters and landscaping at the back of the building. Ms. Kennedy said she had worked with him and he was enthusiastic. COA Board Chair Sherry Leonard commented that board members had expressed a desire to make the back area more welcoming. The patio was a previous Eagle Scout project built by Cooper's brother. Ms. Kennedy added the work has a safety consideration in that the planters will act as a buffer between the COA building and the road.

#### **Decision:**

Ms. Kennedy made a motion that the BOS approve the Eagle Scout project presented by Cooper Blatz for the two planters, some landscaping, and painting of the front and back doors. Mr. Farrell seconded the motion.

#### **Further Discussion:**

Mr. Farrell asked the timeline and Cooper responded he wanted to do it ASAP. Mr. Farrell suggested adding mulch under the planters to make maintenance easier for the DPW [Department of Public Works].

#### **Decision (Continued):**

A roll-call vote was taken with “ayes” from Ms. Kennedy, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (4-0) unanimous among those present.

Mr. Olson mentioned the kayak rack at the Patton Homestead as another current Eagle Scout project.



### **Discussion of Flag Raising Policy**

This agenda item was taken out of order. Jack Davis, 57 Lois St., said he is of the opinion that the BOS is the proper body to formulate the flag policy. Mr. Olson interrupted to say this topic is on the agenda so the BOS will comment first.

In light of the pending *Shurtleff v. City of Boston* Supreme Court case, Mr. Olson asked Mr. McEnaney if the BOS should hold off on adopting its flag policy. Mr. McEnaney said the BOS could still adopt it, recognizing that something could happen to change it. He expected they would know the Supreme Court decision by spring. Mr. Olson said he was in favor of discussing the issue, but did not want to put out a draft policy to the public at this time. He felt they should work on it more first. Mr. Knudsen agreed they should discuss it and noted the history of the issue. Mr. Farrell agreed. Ms. Kennedy said she had already been outvoted so it was a moot issue. She said while she would like to hear what the Supreme Court said, she was happy to have the discussion. Mr. Olson provided some details on what had been generally agreed upon—that the BOS wanted flags to fly at Patton Park that weren't associated with a Federal or State holiday, only those associated with a Federal or State holiday may fly at Town Hall, a super majority (4-1) vote would be required, residents and nonprofit groups may submit three applications per year, the applications will require 25 signatures, board and committee members may have unlimited applications, and the flag can't fly for more than seven days unless there is an exemption granted.

Ms. Kennedy said she didn't view flag flying as government speech but public speech. She said, in her opinion, anywhere there is a public forum, anybody wanting to raise a flag is permitted under the First Amendment, even if the BOS doesn't agree with it. She said the BOS did not have the discretion to say: "We don't like your political viewpoint." She said she did not want to see the Town embroiled in litigation. She said the American flag represents every citizen of the U.S. Mr. Olson said he didn't follow the all-or-nothing idea as the BOS was allowed to set policy. Ms. Kennedy said she did not think they had that right.

Mr. Knudsen said regarding the issue of whether or not a flagpole constitutes a public forum, the court determined it was not a public forum. He said according to the law, the BOS can make the determination because the flagpole involves government speech. He said that isn't to say that a municipality can't unwittingly turn a flagpole into a public forum. Ms. Kennedy said the issue being litigated is the religious aspect of the flag. She said she strongly believes the Select Board can get into trouble by limiting which flags may be raised. Mr. Knudsen provided some of his edits to the document. He wasn't in favor of the super majority. He felt there should be an exemption for potentially flying a flag more than once a year, allowing for discretion in special situations. He felt that flags flying at Town Hall should be things supported by a State proclamation or a holiday.

Human Rights Commission (HRC) Chair Anne Brady said she wanted to remind everyone that the policy was developed by the HRC at the request of the Select Board. She said it was the HRC's best guess at what would be safe to adopt, which was to recommend that the BOS only allow flags that relate to an official flag of a holiday or a State- or nationally-recognized proclamation.

Mr. McEnaney said what the BOS decides to do as a policy is up to the Board. The flagpole is considered government speech. He said what was suggested by the last speaker was probably fine, but said that even if there were that policy in place, people could still sue if their requests were denied.

Mr. Davis said he affirmed the provision for 25 signatures. He advocated that the policy be a 4/5 rule rather than requiring unanimity. He said that if one group was entitled to fly a flag for 30 days, then all of them should get 30 days to avoid the appearance of favoritism based on the political preferences of the Board.

Tosh Blake, 217 Sagamore St., said he did not like government representing certain causes and leaving others out or telling people how to think or what to believe. He didn't think it a good precedent to set.

Anna Siedzik, Hamilton Wenham Human Rights Coalition president, said the policy should be viewed with the lens of equity and not equality. She said a Pride flag shouldn't be treated similarly to National Donut Day. She said comparing the Pride flag or Juneteenth to other causes might be hurtful and emotionally damaging to those involved.

Ms. Kennedy gave this example: She said some people talk about defunding the police and putting assets into another pot because they feel they have been treated unfairly by police while some people have been saved by the police and value them. Therefore, whose flag does the Town fly?

Mr. Blake commented about his request to fly the Gadsden flag being rejected by the Town and said he views the flag as patriotic while others see it as far right.

Mr. Olson said he was in favor of grassroots action without becoming political. He commented it had been a good discussion.

### **Discussion of local policy for public consumption of alcohol in Hamilton**

Mr. Olson opened up a discussion of what happens in the case of a private event on Town-owned property. Mr. McEnaney said he had sent an email and is waiting to get clarification from the ABCC [Alcoholic Beverages Control Commission]. He said it made sense to him that if you hired a caterer you wouldn't have to another license (one-day liquor license), but that may not be the case. It was decided to table the discussion pending getting ABCC input.

Ms. Kennedy posed the question: Do they want to give private individuals the right to have an unlimited liquor license to serve alcohol on Town property with nobody carrying liability? Mr. Olson said nobody had suggested that. Ms. Kennedy said that was what brought all of it up.

Mr. Farrell said he had talked to Mr. Domelowicz about reaching out to the Town's insurance carrier to see what recommended amount of insurance was needed.

### **Discussion of Land Acknowledgment Policy**

Mr. Knudsen said that several months ago, Elinor Everett (then a HW Regional High School senior, now a college student) had presented a request to the high school as well as the BOS about adopting a policy to communicate an indigenous land acknowledgement. The request didn't make any specific requests about how the message would be communicated, but it did provide options. Based on that, Mr. Knudsen had created the document he displayed onscreen. The language would be put on a plaque or monument at Patton Park, on the home page for the Town, and read aloud at Town Meeting once a year, and then boards could also do so if they chose.

Mr. Olson expressed worry about making sure the message was stated correctly and presenting it in the right way. Elinor said the vice president of the tribe was emailed to make sure it was the preferred statement. Mr. Knudsen wondered if making the acknowledgment to indigenous people as opposed to a specific tribe would be watering it down. Ms. Siedzik and Elinor were nodding yes. Mr. Olson said he wanted to have experts talk to the BOS and educate them before the vote. Elinor said it wasn't the tribe's job to do that. Mr. Olson said the BOS does have experts come and talk to them and they need help to have confidence in taking this to the next level. Mr. Farrell said he wondered if there were something else they could do. He thought the acknowledgment was a bit empty and they might need something more. He said his struggle was how to make it meaningful.

Ms. Siedzik said the acknowledgement onscreen came from the tribe itself. She said it wasn't being done for the tribe, but for the benefit of the community. She said it could be followed up with other things, but was a first step. Mr. Farrell said his desire to bring someone in wasn't to have them justify it, but to learn more. There was a discussion on which tribe (or tribes) should be named. The Massachusetts tribe is named in the document. There was a question about whether the land acknowledgment had been adopted by the high school. The reply was that it was adopted and being read once a quarter.

Mr. Davis suggested taking a careful look at the words "We live on indigenous land" as it could be interpreted as a property right claim implying a need for reparations. Mr. Blake also said that statement concerned him, saying, "It isn't indigenous land; it is American land." Mr. Olson said they would put the item on a future agenda and see if they can get an expert to talk to them about it.

### **Discussion of Anti-Fraud Financial Policy—Alex Magee**

Mr. Magee had circulated the draft policy to the BOS. He asked about the process that had been done in the past. Mr. Farrell said the BOS got recommendations for policies and fine-tuned them to fit Hamilton's needs. Then they met with the Finance Director who pointed out the highlights and edited the draft. In tandem, the FinCom reviewed the policy also, and then they merged the two efforts to come up with a final draft.

Mr. Magee said the Anti-Fraud policy was a mechanism to create a reporting tool to use if something fraudulent was suspected. It created a way to report fraud to the Town Manager and then conduct an investigation. He said the policy was easy to implement, has a wide reach, and informs everyone that if they see something they should say something. Mr. Olson confirmed that the comments in red were added by Mr. Magee. The BOS will read the draft individually and send their comments to Mr. Magee and Mr. Domelowicz. Mr. Magee said he will bring up the policy at the next FinCom meeting also.

**Adjournment**

Mr. Farrell made a motion that the BOS adjourn the meeting at 9:31 p.m. Mr. Knudsen seconded the motion. A roll-call vote was taken with “ayes” from Ms. Kennedy, Mr. Farrell, Mr. Knudsen, and Mr. Olson, (4-0) unanimous among those present.

Prepared by:

Mary Alice Cookson / 11-15-2021  
Mary Alice Cookson Date  
Minutes Secretary

*as approved at  
the 11-15-21  
meeting.*

Attest:

Darcy Dale / 11-15-2021  
Darcy Dale Date  
Select Board Clerk

**Documents Discussed at Meeting:**

- Warrant draft for STM
- Town Manager Report
- Certificate of Recognition for Brad Hill
- BOS Minutes of Meeting, Aug. 16, 2021
- Final Compiled Hamilton Landfill Environmental Review
- Petition of National Grid and Verizon for Pole Hearing, Walnut Road
- Antifraud Financial Policy
- Sara Holden Searle Application for HW Cultural Council
- Email from Kevin Kaminski to Tom McEnaney re: warrant article
- Email from Alex Magee to Joe Domelowicz Jr. re: unpaid bill
- Kayak rack, Eagle Scout project
- Request for Guest Flag Raising Policy
- MSBA Information – Cutler School