

Board of Directors Meeting
Conservation Commission Meeting
March 25, 2013 @ 9:00AM
SSTTDC Conference Room

Directors Present: Gerard Eramo, Chairman
Joseph Connolly, Vice Chairman
James Lavin, Clerk
Jeffrey Wall
John Ward

Also Present: Kevin R. Donovan, CEO,
James A. Wilson, CFO,
Jim Young, Project Manager,
Keith Nastasia, Public Works Superintendent
Scott Bois, Treasurer/Collector

The Chairman called the meeting to order at 9:00AM

Public Hearing - Conservation Commission

The public hearing was not opened. The Chairman stated it would be re-advertised and rescheduled once the technical concerns of Rockland Conservation Commission were fully vetted.

Board Measure 13-011 Amend Employee Holiday Benefits

The CFO noted the holiday portion of the Employee Benefits package required further clarification, and would bring SSTTDC into unison with the practices of the Host Communities. The Board was informed that payroll was converted from an outside vendor to an in house process and the issue became a housekeeping matter. The proposed amendment would eliminate floating holidays and identify actual holidays.
VOTED: Motion of Jeff Wall, seconded by James Lavin, to amend the holiday portion of the Employee Benefit package dated January 1, 2009 to include 11 paid Holidays (from ten): New Year's Day, Martin Luther King Day, President's Day, Patriots Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving and Christmas, and any such other days as the CEO after consulting with the Chairman of the Board of Directors shall approve; and thereby deleting the reference to "three (3) floating holidays to be used by the end of Fiscal Year".

Unanimous vote

Board Measure 13-012 Approval of Financial Policies

The CFO noted that several of these financial policies had been in full force and effect since 2011/2012, all were in accord with GASB accounting principles, and the external auditors recommended the policies be approved by the Board. The Directors received all the policies and procedures in their Board agenda packets. There were no questions.

VOTED: Motion of John Ward, seconded by Jeff Wall, to approve the following policies and procedures as required by GASB: 1) Procedures for Handling Unclaimed Checks, 2) Capital Assets, 3) Investment Policy, 4) Petty Cash Administration, 5) Financial Policies and Procedures
Unanimous vote

Board Measure 13-014 Approval of Continued Snow Deficit

The Board was informed that there was a \$2,260 balance in the snow and ice removal line item, and that invoices for the March 8th snow storm had not yet arrived. As of March 1st \$22,740 was expended. The CFO stated Board authority would be needed to allow the Public Works Superintendent to exceed the \$25,000 appropriation. Mr. Wilson projected a \$10K deficit, and that he intended to re-appropriate from various line items to accommodate the deficit by the end of fiscal year, and not carry forward to FY14.

Mr. Connolly stated that SouthField resident complaints, received by Mr. Smart, Weymouth Town Council, were brought to the Board's attention regarding the road conditions in their neighborhood after the March 8th storm (roadways owned by LNR). Mr. Ryan, LNR, (and a SouthField resident) noticed a massive deterioration of service from the first storm to the second because of a billing dispute between LNR and the contractor. Snow removal fees charged to LNR for the blizzard were 10 times higher than SSTTDC expenditures. Mr. Ryan offered apologies to the Board for the last snow event and noted that steps had been taken to remedy it.

VOTED: Motion of Joseph Connolly, seconded by James Lavin, that the Board of Directors authorizes the Public Works Superintendent to over expend Program 0620 under the Public Works Department known as Snow and Ice Removal in accord with G. L. c44 section 31D

Unanimous vote

Board Measure 13-015 Approval of Weymouth Public School Agreement

The CFO stated the one year agreement would cover FY13 costs for educational services by the Weymouth Public Schools for the 22 pupils residing in SouthField. The \$230,257 one-time fee included one (1) in-house SPED student (\$20K) and one (1) out-placement SPED student (\$58K). Mr. Wilson noted that SSTTDC provided student transportation through a separate vendor. The Chairman gave kudos to the CEO and CFO for their efforts to negotiate in the best interests of both SSTTDC and Weymouth.

VOTED: Motion of James Lavin, seconded by John Ward, that the Board of Directors authorizes the Agreement between the South Shore Tri-Town Development Corporation and the Town of Weymouth dated July 1, 2012 for the payment to the Town of Weymouth for educational services provided to persons residing within SouthField. Furthermore, the Chief Executive Officer is hereby authorized to sign the Agreement with the Town of Weymouth as presented on March 25, 2013

Unanimous vote

Transmittal of 2012 Audited Financial Statements

The Board was informed that the Independent Audit report noted SSTTDC was operating in accord with various statutes and GASB pronouncements. The CFO indicated the

process was unlike any other community; most town financial statements are completed in summer. SSTDC has three extra steps to get a certified annual statement: 1) Approval of Claw Back Provision, DOR approved in Dec. 2012, 2) Special Assessment on our infrastructure bond in Dec. 2012, and then 3) Tax Rate approval, DOR approved in Dec. 2012

Prior Minutes

**VOTED: Motion of Joseph Connolly, seconded by James Lavin, to approve the minutes of the Board of Directors meeting held on February 11, 2013
4-0-1 vote Mr. Eramo abstained as he was absent for this meeting**

Mr. Connolly asked Mr. Ryan if he had any updates on the pending LNR sale, and was informed that representatives from Starwood would be on site this week. Mr. Ryan stated that he had not been briefed on the sale due to non-disclosure elements in the P&S, but that Starwood knew where this asset was located and liked the transit orientation part of the project. Ms. Daniels indicated the closing was scheduled for April.

VOTED: Motion of John Ward, seconded by Joseph Connolly to adjourn the meeting

Unanimous vote

The meeting ended 9:20AM

Mary Cordeiro, Recording Secretary

Gerard Eramo, Chairman