

MINUTES OF SELECTMEN'S MEETING

This meeting of the Board of Selectmen was called to order by Mr. Kiley at 6:04PM in the Town Offices on Tuesday, October 8th, 2019. Dale Kiley, Jason Petraitis, and John Tripp were present.

Mike Doe from the Playground Committee submitted a request for services form for October 31st for the Trunk or Treat celebration on the common. Mike is requesting the services of the Fire Department to have a Bonfire on the common. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the request. So voted. Mr. Kiley signed the request form.

James Nyberg submitted an application for a Sewer Relief Fund through the Division of Labor Services. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to sign the application. So voted.

The final invoice from PVPC (Pioneer Valley Planning Commission) came in for the FY2017 CDBG rehabilitation of North Common Street. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to sign the final invoice. So voted.

Mr. Tripp attended a joint committee meeting and spoke with Janet Peirce from CMRPC about signing a contract with them to help with our Open Space plan, in conjunction with writing the town's master plan. Mr. Kiley will look over the contract provided.

Jason Benoit, Highway Superintendent, was present to discuss the job description for a new Police/Highway Administrative Assistant. Tara Hayes wrote the job description, Mr. Benoit and Chief Mark Smith reviewed it. Mr. Benoit asked the Board to review the description and change anything they felt needed it. Once the job description is approved, the job will be posted, Chief Smith and Mr. Benoit will review applicants resumes and send their top two or three to the Board of Selectmen. The Board will be responsible for conducting interviews and hiring.

Discussion about toilets at the Sewer Department, with flowers planted. Ashley to ask Jim to remove the toilets.

Mr. Benoit stated there are new state regulations about safety, the Highway, Sewer and Water Departments will have to become safety compliant. There are companies that will help with this and offer regular training. If all three departments agree to be under one contract together it would be a significant savings for the departments. James Nyberg at Sewer has been approached and is open to the idea. Mr. Benoit will discuss with Richard Kennen at the Water Department. Mr. Benoit to get the financial information and present at the Finance Committee meeting.

There being no further business at 6:43 Mr. Petraitis moved, and Mr. Tripp seconded, a motion to adjourn. So voted.

Respectfully Submitted,

Ashley Barre