

## MINUTES OF SELECTMEN'S MEETING FEBRUARY 14, 2012

Chairman Walter called the meeting to order in the Senior Center at 7:05 PM with Mr. Petraitis also present. Mr. Chabot was present via cell phone from Florida. Mrs. Walter explained that this remote participation is possible because a quorum of the Board of Selectmen is physically present.

I. Mrs. Walter asked that approval of the minutes of January 31, 2012 and the Executive Session minutes of January 31, 2012 be deferred until the next meeting. Mr. Petraitis so moved, and Mr. Chabot seconded. So voted.

Mr. Petraitis asked that the minutes of February 3, 2012 be amended to reflect how each person voted regarding the issue of police salary, and that Mr. Chabot had moved, and Mr. Petraitis had seconded the vote. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to approve the February 3<sup>rd</sup> minutes as amended. So voted.

Mr. Petraitis moved, and Mr. Chabot seconded, a motion to approve the minutes of February 10, 2012 as written. So voted.

IA. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to approve School Warrant #1042 for \$109,178.81, General Warrant #1043 for \$86,968.92, and Payroll Warrant #17 for \$314,892.30. So voted.

IB. There was no one present for the Public Comment Period.

### II. OLD BUSINESS

A. Mrs. Walter noted that at the February 3<sup>rd</sup> Special Town Meeting voters approved a proposal from Hampshire Council of Governments (COG) for municipal electric aggregation. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to sign a statement authorizing the Hampshire COG to proceed, develop, and implement the aggregation program. (Attachment #1) So voted.

B. Mrs. Walter presented a proposal from Dan Benoit of Benoit Reardon Architects for services related to the Town House Bell Tower. (Attachment #2) Mrs. Walter noted that at the February 3<sup>rd</sup> Special Town Meeting voters approved funds for this to be added to funds currently in the Town House Gift Account and from the Friends of the Town House. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to approve and sign the proposal. So voted.

C. Mrs. Walter reviewed the three main objectives for the Economic Development Commission (EDC) as detailed in an e-mail dated August 5, 2011. (Attachment #3) She asked that a letter be sent to the EDC from the Selectmen

reiterating the three objectives: 1. To identify existing Economic Opportunity Areas, 2. To determine potential industrial and small business partners, and 3. To identify new areas suited to small business or industrial development. Mr. Petraitis asked that the EDC be asked to provide information on what progress is being made toward these objectives.

### III. NEW BUSINESS

A. Mrs. Walter reviewed the situation at North Brookfield Elementary School with the boilers. After a recent large oil delivery it was discovered that piping leading from the tanks to the boilers is clogged. The oil was removed from the tanks and replaced with new oil. In an e-mail dated Monday February 6<sup>th</sup>, Superintendent John Provost outlined three phases of what he called “extraordinary maintenance.” (Attachment #4) The first phase to install a temporary above-ground tank has been completed. Phase II will involve the installation of a permanent above ground tank, and Phase III will be the removal of the old underground tanks.

B. Mr. Petraitis reviewed a letter from State Representative Anne Gobi (Attachment #5) noting that the House and Senate are working on the state’s FY13 budget. Representative Gobi asked that town officials let her know of any particular budget concerns or questions.

C. Mr. Petraitis reviewed a letter of resignation from Steve Cummings of the Quabuag Building Study Committee and the Economic Development Commission. (Attachment #6) The resignations are effective February 29<sup>th</sup>. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to accept the resignations with regret, and to send a letter of thanks. So voted.

D. Mrs. Walter noted that she is beginning the review phase of town personnel policies with the assistance of four administrative employees who are the most “in touch” with personnel policy. She asked that those four employees be appointed to a Human Resources Intermunicipal Agreement (HR IMA) Review Committee, for an expected project length of 4 – 6 weeks. After the review phase, the information will be forwarded to Kopelman and Paige for their recommendations on policies. Other parts of the HR IMA will include job descriptions, disciplinary procedures and evaluation procedures.

Mr. Petraitis asked what the review committee will do, and Mrs. Walter stated that the group will review current policies and make suggestions on any potential changes or new policies. Then the Board of Selectmen will review the suggestions and make final policy recommendations.

Mrs. Walter moved, and Mr. Chabot seconded, a motion to appoint Anne Jannette, Shiela LeBlanc, Laurie Lapierre, and Leslie Burton to the HR IMA

Review Committee for a period of 4 – 6 weeks. So voted, with Mr. Petraitis opposed.

E. Fire Chief Brad Gannon reviewed his departmental report for the month of January. (Attachment #7) The Chief reported a total of 11 calls, 135 permits, and 4 false alarms. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to accept the report. So voted.

The Chief also told that Board that the estimate for repairs to his cruiser is \$1,200.00, and it needs much more work than that. Police Chief Thomasian has offered the use of an old police cruiser until such time as the Town procures a new vehicle for the Fire Department.

F. Mr. Petraitis reviewed a list of vacancies in Town offices. (Attachment #8) Anyone who is interested in volunteering should contact the Selectmen's office.

#### IV. ANNOUNCEMENTS

A. Mr. Petraitis reviewed five hearing notices from the Planning Board, all for March 14<sup>th</sup> at the Senior Center. (Available in the Selectmen's office)

B. Mr. Petraitis reviewed a hearing notice from the Zoning Board of Appeals for a hearing to be held on March 7, 2012 at 7 PM on the application of Kathleen Thompson for relief from frontage requirements at 12 Sylvania Grove.

C. Mrs. Walter reviewed the list of offices and incumbents for the Annual Town Election to be held on Monday, May 7<sup>th</sup>. (Available in the Town Clerk's office)

D. Mrs. Walter announced that bicentennial calendars and mugs are available at the Town Clerk's office and at the Haston Free Library. The calendars are \$10 each, and the mugs are \$5 each or 6 for \$25.

E. Mr. Petraitis announced that burning permits are available from the Fire Department on Saturday and Sunday mornings from 8 AM to noon. The cost is \$20, and the burning season runs through April 30<sup>th</sup>.

#### V. FUTURE AGENDA ITEMS

A. Mrs. Walter noted that the town's 200<sup>th</sup> birthday will be celebrated on Tuesday, February 28<sup>th</sup> at 6 PM in the Senior Center.

Mrs. Walter read an e-mail from Megan DiPrete of CMRPC (Attachment #9) announcing that the CMRPC Brownfields Steering Committee has voted to support the Town's request for additional site assessment services at the Town House totaling \$82,000.00. Mrs. Walter noted that it may be possible to achieve final DEP closure on the Town House site. This is very good news for the Town.

Mr. Chabot noted that the railroad project is proceeding as planned.

There being no further business, Mr. Petraitis moved, and Mr. Chabot seconded, a motion to adjourn at 7:55 PM. So voted.

Respectfully submitted,

Leslie Scott Burton  
Administrative Assistant