

## **MINUTES OF SELECTMEN'S MEETING FEBRUARY 11, 2014**

Chairman Walter called the meeting to order in the Senior Center at 6 PM with Mr. Smith also present. Mr. Chabot was present via cell phone.

### **I. APPROVAL OF MINUTES OF JANUARY 28, 2014 APPROVAL OF EXECUTIVE SESSION MINUTES OF JAN 28, 2014**

Mr. Smith moved, and Mr. Chabot seconded, a motion to approve the aforementioned minutes as written. So voted.

### **IA. APPROVAL OF SCHOOL WARRANT #1040 FOR \$123,134.91 APPROVAL OF GENERAL WARRANT #1041 FOR \$227,399.91 APPROVAL OF PAYROLL WARRANT #17 FOR \$291,895.30**

Mr. Smith moved, and Mr. Chabot seconded, a motion to approve the aforementioned warrants. So voted.

## **II. OLD BUSINESS**

### **A. ELECTRONIC POLICY**

Mr. Smith summarized the major points of a draft Electronic Policy that was prepared by Kopelman and Paige. (Attachment #1) Mr. Smith moved, and Mr. Chabot seconded, a motion to implement the policy effective immediately. So voted.

### **B. DEBT EXCLUSION LETTER TO TOWN CLERK**

Mrs. Walter noted that that the last meeting the Selectmen voted to place a debt exclusion question on the May 5<sup>th</sup> Annual Town Election ballot, and she reviewed the letter that was sent to Town Clerk Sheila Buzzell regarding this. (Attachment #2) Mrs. Walter reminded residents that they should go to the polls that day to vote on this important issue, along with all of the elected positions that will be on the ballot.

## **III. NEW BUSINESS**

### **A. REQUEST FOR APPOINTMENT TO CONSERVATION COMMISSION**

It was agreed to postpone action on this item, since the Conservation Commission already has five members.

## **B. TOWN HOUSE PARKING**

Mrs. Walter noted that after the last snowstorm she noticed a private party plowing the small parking lot at the rear of the town hall. This party was pushing snow into the wall of the building, and the snow was halfway up the windows of the old police department. She is concerned about the pressure of the snow being plowed up against the foundation. Mr. Smith stated that in his opinion the plow contractor should be contacted and told that he is not to plow there anymore. Mr. Chabot suggested taping off the parking lot so that it cannot be used. Mrs. Walter said that she will contact the business owner about this.

## **C. LETTER RE: TAX CREDITS**

Mr. Smith reviewed a letter supporting the Friends of the Town House in their quest for federal tax credits. (Attachment #3) Mrs. Walter explained that the Friends of the Town House will create a new LLC to “hold” and administer the tax credits. Mr. Smith noted that this letter says that the Board of Selectmen supports the efforts of the Friends, it is not transferring ownership of the building. Mr. Smith moved, and Mr. Chabot seconded, a motion to approve and sign the letter. So voted.

## **IV. ANNOUNCEMENTS**

### **A. ELECTION UPDATE**

Mrs. Walter read a letter of resignation from Selectman Chabot to Town Clerk Sheila Buzzell. (Attachment #4) Mr. Chabot states that he is in the process of purchasing a new home in Florida, and will resign effective with the May 5<sup>th</sup> town election. Mrs. Walter noted that while she and Mr. Smith are disappointed that Mr. Chabot will be leaving, they are happy for him.

Mr. Smith read the list of offices and candidates up for election at the May 5<sup>th</sup> Annual Town Election. The last day to return nomination papers is Monday, March 17<sup>th</sup>, and the last day to register to vote is Tuesday, April 15<sup>th</sup>.

### **B. DOG LICENSES ARE DUE**

Mrs. Walter announced that dog licenses are now due. The cost is \$6 for dogs that are spayed or neutered, and \$10 for those that are not.

### **C. RABIES CLINIC APRIL 12<sup>TH</sup>**

Mr. Smith announced that the annual Rabies Clinic will be held at the Second Chance Animal Shelter on Saturday, April 12<sup>th</sup> from 9 AM to 11 AM.

## **V. FUTURE AGENDA ITEMS**

### **A. FY15 BUDGETS**

Mrs. Walter noted that the Selectmen and Finance Committees have now received copies of the various departmental budget requests for FY15, and everyone should start reviewing the requests.

### **B. MARCH TOWN HOUSE FORUM**

Mrs. Walter noted that in October the Selectmen said that there would be another public forum on the Town House project. She suggested that maybe the 2<sup>nd</sup> or 3<sup>rd</sup> week in March would be a good time.

### **C. PERSONNEL SUBCOMMITTEE**

Mrs. Walter noted that in the past there was a small subcommittee that worked on personnel policies, she would like to form a similar group to begin reviewing job descriptions. Mr. Smith and Mr. Chabot both agreed that they would like to continue with that same group if the members are willing.

### **D. DISCUSSION RE: REPLACEMENT HIGHWAY EMPLOYEE**

Mrs. Walter stated that there is a dire need for a 4<sup>th</sup> Highway Department worker. There is a high fatigue factor with the frequency of snowstorms this winter. In addition, two part-time plow operators have departed. Mr. Chabot noted that at one time there were 7 men on the department. It was agreed to discuss this again at a later date.

Mrs. Walter asked residents to stay off the roads during these snowstorms to allow time for the Highway Department to clear the roads. There is information available from Mass DOT at the Town Offices for those that are interested.

Mr. Smith announced that the PTO is selling Hannaford gift cards to benefit the schools. The school gets 5% of every card sold. Some of the money raised from the sale of these cards is being used to replace the carpeting in the kindergarten room. He asked everyone to support this program.

There being no further business, Mr. Smith moved, and Mr. Chabot seconded, a motion to adjourn at 7:10 PM. So voted.

Respectfully submitted,

Leslie Scott Burton  
Administrative Assistant