

**BOARD OF SELECTMEN
MINUTES
Slade Building
September 15, 2008**

Members present: Paul Hale, Chair
Kristie Casey, Vice Chair
Matt Castriotta, Clerk

Staff Present: Karen Chick, Town Accountant; James Dunbar, Treasurer; Dennis Perron, Police Chief; Elaine Peterson, Town Secretary; Deb Roussel, Town Administrator

Others present: Joyce Green, Wendy Howes

The meeting opened at 6:00 pm.

Warrant #7

Motion: M. Castriotta

2nd: K. Casey

To approve Warrant #7 in the amount of \$91,777.60

Vote: All in Favor

Open agenda

Wendy Howes came before the Board. Ms. Howes questioned the process regarding scenic roads noting; she had noticed a tree cut down on New Templeton Road. Ms. Howes was referred to the tree warden Jeff Bourque regarding procedure. Ms. Roussel suggested the town's scenic roads and a link to the law referring to tree hearings be listed on the website. Ms. Howes asked if the town had a Master Plan. The Board indicated that the Town does have one, however encouraged her to contact the Planning Board clerk in regard to an update to the plan. Ms. Howes stated that she and a neighbor were going to put together a community guide and would like to list the town office hours in it. Ms. Howes asked the Board to approve her project, as she will be coming back in the spring to request office hours. The Board unanimously approved and thanked her for coming in and also for taking the initiative to pick up trash off her road.

Other Business:

Surplus Property:

The Open Space Committee has presented a list of items to the Board from the recently purchased Malone Road property. The Committee plans to hold a public auction of the items on Saturday October 18th.

Prizer Peerless cook stove	Antique tools: hand, gardening, farming
Potbelly type stove	Assorted nails
2 cords of firewood	Log holder
Scrap lumber of various sizes	Saw horse
Rough hewn planks	Ladders
Sakrete	Lawn mowers
PVC pipe	Workbench
Antique Spring tooth or finishing harrow	Tables
Antique Rough terrain plow	Hutch
Antique tedder	China closet
Garden Cultivator	Oil lamp covers and small lamps
Canning jars	Dresser
Oak vanity	9 interior doors, closet or room

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Metal desk
Roll-a-way cot

12-panel windows
Ideal 2-basin washtub

Motion: M. Castriotta

2nd: K. Casey

To deem the above presented list of items from the Open Space Committees as surplus property

Vote: All in Favor

Ms. Roussel suggested that rather than ask voters to authorize the Board to sell surplus property at Annual Town Meeting, that the Board should introduce a general bylaw authorizing the same, avoiding the process annually.

Building permit for Mt. Jefferson radio tower:

Mr. Hale signed the building permit application for the public safety radio tower at 81 Mt. Jefferson Road, on behalf of the full Board, having previously been authorized at their September 8, 2008 meeting.

Workshop Request:

Ms. Peterson reported the Highway Superintendent would like to attend a workshop on managing unionized workplaces. The Board approved his attendance, however requested he attempt to obtain two references on the workshop presenters.

Town Offices Move:

Mr. Hale gave an update on the move from Library Building to Slade Building, noting intent to meet with the Building Inspector about the vault design. Quotes for the work will be obtained. Boxes will be needed to pack office stuff. Ms. Casey offered to supply some boxes from her workplace. Extra space for storage of police files may be included in the plan for the vault as well. A letter has been sent to Montachusett Regional Vocational Technical School asking for assistance in renovation of the Slade Building town offices.

Town website usage policy:

Ms. Roussel asked members to act on a model of a website usage policy presented previously.

Motion: M. Castriotta

2nd: K. Casey

To approve terms of use as submitted for the town website

Vote: All in Favor

Highway Chapter 90 Project Requests & Reimbursement:

Ms. Peterson presented the Highway Superintendent's request for a Chapter 90 Reimbursement /Final Report in the amount of \$596,639.47 for the resurfacing of Brigham Street and New Westminster Road.

Motion: M. Castriotta

2nd: K. Casey

To approve the project reimbursement request of \$596,639.47

Vote: All in Favor

And a Chapter 90 Project Request for crack sealing Elm Street, Barre Road, Evergreen Road and a section of Gardner Road with an estimated cost of \$31,000.65

Motion: M. Castriotta

2nd: K. Casey

To approve Chapter 90 project request for crack sealing the above mentioned roads in the amount of \$31,000.65

Vote: All in Favor

2008- 2009 Rock salt bids summary was presented.

The primary low bidder is Granite State Minerals, 227 Market Street, Portsmouth, NH 03801 with a bid of **\$67.13 per ton for delivery of approximately 2000 tons of Number one Grade Bulk Mineral Mined Rock Salt with anti-caking agents to the Hubbardston Highway Department yard.**

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The secondary low bidder is Eastern Minerals, Inc. 130 Plain Street, Lowell, MA 01851 with a bid of **\$71.00 per ton for delivery of approximately 1000 tons of number one grade bulk mineral mined rock salt with anti-caking agents to be delivered to the Hubbardston Highway Department.** A secondary low bidder is necessary in case of inability to deliver by the primary low bidder.

Motion: M. Castriotta

2nd: K. Casey

To award the salt bids as presented to primary low bidder Granite State Minerals Inc. and secondary low bidder Eastern Minerals Inc.

Vote: All in Favor

Field Day rescheduled:

The Lions Club has had to reschedule Field Day to Saturday October 4, 2008 due to inclement weather. The Parks Commission has informally approved the change and will vote to approve on October 3, 2008.

Motion: M. Castriotta

2nd: K. Casey

To approve use of Curtis Recreation Field for Field Day to October 4, 2008

Vote: All in Favor

Meeting Minutes Approved:

Motion: K. Casey

2nd: P. Hale

To approve minutes of August 6 and August 18, 2008 as written

Vote: Ms. Casey- yes, Mr. Hale- yes, Mr. Castriotta abstained as he was not present

Motion: K. Casey

2nd: M. Castriotta

To approve minutes of August 4, 2008 as written

Vote: Ms. Casey- yes, Mr. Castriotta- yes, Mr. Hale abstained as he was not present

Motion: K. Casey

2nd: M. Castriotta

To approve minutes of July 24 and August 8, 2008 as written

Vote: All in Favor

NIMS Online Course Updates:

Ms. Peterson reminded the Board members to take the NIMS online courses in order to comply. Ms. Casey asked Ms. Peterson to remind the Emergency Management Director to send the links to all the Board members.

Pole Petition for Old Westminster Road

Motion: M. Castriotta

2nd: K. Casey

To open the pole petition hearing at 6:47 pm

Vote: All in Favor

Mr. Hale read the pole petition “to place 2 JO poles on Old Westminster Road beginning at appoint approximately 1854 feet north of the intersection of Depot Road and continuing approximately 131 feet in a northerly direction.”

No representatives from Verizon New England Inc or National Grid were present. Joyce Green of 25 Old Westminster Road presented and noted concerns regarding two maple trees in the area of the proposed pole placements. Ms. Green would like it noted that Old Westminster Road is a scenic road and any tree cutting would require a tree hearing. The hearing was continued to Monday September 29, 2008 at 7:00 pm in order to request more information from the petitioners.

Saturday Public Office Hour:

The Board was reminded that Ms. Casey would be holding the first public hour in the Slade Building on Saturday September 20 from 10 – 11 am. A Board of Health member will join her.

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Ms. Peterson to send an email reminder to all involved.

Police Department Requests:

Police Chief Dennis Perron presented, requesting a pay rate change for Officer Daniel Baril as per collective bargaining agreement retroactive to August 8, 2008. Mr. Hale asked if this pay raise was covered in the police budget. Chief Perron answered in the affirmative.

Motion: K. Casey

2nd: M Castriotta

To approve wage authorization for Daniel Baril to \$17.05 per hour effective August 8, 2008

Vote: All in Favor

Two grant authorization requests were presented;

1) \$5000.00 SETB Grant (Statewide Telecommunications Emergency Board): dispatch training will be presented to 4 full time and 3 part time employees on various courses such as Powerphone EMD, advanced law enforcement, advanced fire dispatch, Powerphone Active Shooter training, and Powerphone suicide intervention. This is a reimbursable grant for approved training programs. The Town must initially outlay funding and the grant will reimburse by June 30, 2009.

Motion: K. Casey

2nd: M Castriotta

To approve the SETB grant application and to authorize Mr. Hale to sign on behalf of the Board

Vote: All in Favor

2) \$11,299.00 Community Policing Grant: grant monies would be used to enhance the police department's mission through purchases of community policing equipment and overtime as well as training. The Town does not have to contribute any monies.

Motion: K. Casey

2nd: M Castriotta

To authorize the community policing grant application and to authorize Mr. Hale to sign on behalf of the Board

Vote: All in Favor

Regional Dispatch:

Ms. Roussel presented a letter to the Town of Rutland to formally request an open dialogue on the inclusion of Hubbardston into the regional dispatch currently operational between the towns of Rutland and Oakham. The Board members signed the letter.

The Board discussed the need for a change in the Police Department's communication requirements if the regional dispatch is approved. Five lines would be needed for regional dispatch – two fire, two police and one for highway. Each requires a different frequency to transmit and the department has to maintain 1405 and 1406 for alarms. Chief Perron is attending a meeting on Wednesday in Rutland to go over the phone system; he is also researching pricing for a microwave system. IMC needs to be maintained here in town; the Chief is looking into the cost, as Rutland dispatch will need to access it remotely here at the Slade building. Ms. Roussel to contact Verizon regarding Centrex services available and in use. The Board asked the Chief to sit on the discussion as well. Chief Perron exited the meeting.

Other Business:

Correspondence reviewed:

Memorandum re: Records Disposal Schedules for Licensing Board & Selectmen

K & P Memorandum re: Emergency Fuel Assistance Program

Finance Committee Draft Minutes September 8

BOA Meeting Minutes July 28, August 11, 2008

Montachusett Regional Planning Commission GIS Systems Information

Charter Communications Notice of Channel lineup

Email re: Malone Road scrap metal

Various Communications to Cemetery Commission

Email regarding Economic Development Committee

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Ms. Roussel reviewed her report with the Board. She reminded those present that the public hour would occur this Saturday at 10 am. Ms. Peterson will send a reminder to Board of Health Chair as they offered to have a member attend. Ms. Roussel reminded Board that the school budget subcommittee meeting would take place on September 18.

Mr. Hale reported he had spoken to Senator Brewer's office concerning the Elm street project – the Senator's office requested an updated letter on why the project is needed.

Motion: M. Castriotta

2nd: K. Casey

To authorize Mr. Hale to sign a letter on behalf of the Board regarding Elm Street construction

Vote: All in Favor

Motion: M. Castriotta

2nd: K. Casey

To adjourn the meeting at 7:28 pm

Vote: All in Favor

Respectfully submitted,

Elaine M. Peterson
Town Secretary

Approved: October 14, 2008.