

**Board of Selectmen
MINUTES
October 14, 2008
Senior Center**

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

Staff present: Karen Chick, Town Accountant; Jim Dunbar, Treasurer; Elaine Peterson, Town Secretary; Deb Roussel, Town Administrator; Joyce Green, Town Clerk

Others present: Kate Cohen

Meeting opened at 6:07 pm

Warrant #9

Motion: M. Castriotta **2nd: P. Hale**
To approve warrant #9 in the amount of \$92,383.63
Vote: All in Favor

State Presidential Warrant signed

The Board endorsed November 4, 2008 state presidential election warrant presented by Town Clerk Joyce Green.

Other Business

Motion: M. Castriotta **2nd: P. Hale**
To approve the minutes of September 15, 2008 as written
Vote: All in Favor

Motion: M. Castriotta **2nd: P. Hale**
To appoint Stephanie Harden to the Cultural Council with a term to expire June 30, 2011
Vote: All in Favor

Ms. Casey entered the meeting at 6:25 pm

Ms. Roussel presented the **bids submitted for approximately 5000 tons of screened sand delivered from the town gravel pit on Pitcherville Road**. Total bid price was calculated for each 5000 yards of screened sand to be delivered, less the trade in value offered for the byproduct of screened sand at an allowance per cubic yard, assuming total of 800 yards of available byproduct and byproduct during the term of the contract, all of which has been deemed as surplus material.

Browns Trucking \$6.55/ 5000 yards = \$32,750, less est. 800 yards available byproduct
@ \$4.00 per yard = \$3,200.00 **\$29,550**

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W. E. Clark, Inc. \$5.33/5000 yards = \$26,650, less est. 800 yards available byproduct @ \$2.13 per yard = \$1,704 **\$24,954**

Denis Engineering and Machine \$4.75/5000 yards = \$23,750 less est. 800 yards available byproduct @ \$2.00 per yard = \$1,600 **\$22,150**

Motion: M. Castriotta

2nd: P. Hale

To award the contract to Denis Engineering and Machine Inc. of Uxbridge, MA at approximately 5000 tons of screened sand to be delivered to 68 Gardner Road, Hubbardston

Vote: All in Favor

Senator Brewer's aide Kate Cohen entered the meeting. The Board inquired into which accounts were considered as Local Aid and would be protected from cuts the Governor planned to initiate. Ms. Cohen stated the Lottery, Chapter 70 and PILOT funds would not be affected but regional transportation might. Ms. Cohen exited the meeting for public hours in the Library basement meeting room.

Ms. Peterson presented the contract with R. J. McDonald Inc. of Barre, MA to the Board for signatures for the #2 heating oil bid awarded at their September 29, 2008 meeting.

Special Town Meeting Thursday November 13, 2008

The Board reviewed the draft warrant for the November 13, 2008 special town meeting. Ms. Roussel reported the Community Preservation Committee has requested the warrant remain open until October 16th, to allow them to submit articles for projects they planned to approve at their meeting on the 15th. Ms. Green reported two proposals have been submitted to the CPC. One request was to repair the roof on the Williamsville Road Chapel and the other to perform an affordable housing study.

Motion: M. Castriotta

2nd: K. Casey

To extend the warrant until 12:00 pm on October 16, 2008 for the Community Preservation Committee

Vote: All in Favor

The Board deferred approval of the warrant until the October 20th meeting, hoping additional revenue information from Town Accountant and Board of Assessors is available by that time.

The Board requested the Board of Assessors provide analysis in support of the article requesting repeal of the animal excise tax.

CORI Policy approved

Ms. Roussel presented a model Criminal Offender Record Information (CORI) policy to the Board for review. A policy must be provided when an adverse decision is made based on the results of the CORI check.

Motion: M. Castriotta

2nd: K. Casey

To approve the CORI policy as presented

Vote: All in Favor

Mr. Hale suggested checking with Police Chief Perron regarding CORI checks for inspectors and volunteers that do not fall under the certification approved for the Town. Ms. Roussel suggested those individuals request a publicly accessible CORI.

Miscellaneous Items

Ms. Roussel reported that she had been successful in getting Verizon to agree doing a site visit to assess the Town offices' Centrex services, by contacting the Administrator of the state contract believing it was required.

Ms. Roussel reported legal counsel from the Inspector General's office had recommended the Town Common transfer be accomplished through filing special legislature, rather than through a request for proposal process, concerned it would be restrictive and discourage fair competition. The Board requested she contact the First Parish Unitarian Church representatives to inform them of the procedure and associated costs.

Motion: M. Castriotta

2nd: K. Casey

To proceed with the town common transfer through special legislation

Vote: All in Favor

Ms. Roussel reported that Town Clerk has had limited success looking for information relative to a trust agreement for Rural Glen Cemetery Association. Ms. Roussel will contact the association to see if they can provide a copy of the agreement.

Ms. Roussel reported she followed up on the complaint from Chief Perron on parking lot safety, indicating the Quabbin School District, responsible for the parking lot lighting, has always operated the lights by timer, shutting off at 11:00 pm. Apparently, the recent shutoff of adjacent streetlights has made it more evident. Ms. Roussel will consult with Chief Perron on lighting equipped with a motion sensor for the corner of the building.

Correspondence reviewed:

9/29/08 Teamster's Union Local 170 Invitation to Gala 75th Anniversary Celebration

9/29/08 Kopelman & Paige re: Rte. 62 Tucker property encumbrances

MTWFA Tree Warden of the Year Award Nomination notice

Views from Mount Grace Newsletter Fall 2008

September Police Report

Certified copy of STM vote

Building Commissioner letter re: communication tower permit

DOR letter re: financial management review

Sen. Brewer letter re: Governor's Fiscal Action plan

Chief Perron letter re: Loss control grant award

ACO emails concerning lack of kennel license for Hale Road resident

Dept of Public Utilities letter and response re: steam distribution companies

COA re: Senior Work off program

ACO monthly reports

Email re: QRSD budget

Notice of IKON sale to Ricoh

Mr. Hale reported the office move is delayed from the November 30th date to unknown at this time, as the cost for building the vault is unknown and still seeking a location for seniors to meet.

Motion: K. Casey **2nd: M. Castriotta**
To recess until 7:30 pm at which time the Board will enter executive session and adjourn immediately after.
Vote: All in Favor

The meeting resumed at 7:30 pm

Motion: K. Casey **2nd: M. Castriotta**
To enter into executive session at 7:30 pm to consider the discipline or dismissal of, or to hear complaints or charges brought against a public officer, employee, staff member or individual.
Vote: Ms. Casey- yes, Mr. Castriotta- yes, Mr. Hale –yes

*******Executive Session Minutes are Separate*******

Meeting adjourned at 7:58 pm

Respectfully submitted,

Elaine M. Peterson
Town Secretary

Approved: October 27, 2008.