

**Board of Selectmen
MINUTES
October 27, 2008
Slade Building**

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: Walter Ducharme

Meeting opened at 6:01 pm

Warrant# 10

Motion: K. Casey	2nd: M. Castriotta
To approve warrant #10 in the amount of \$174,352.60	
Vote: All in Favor	

Town Clerk Green presented the November 13, 2008 Special Town Meeting warrant to the Board for authorization. Ms. Roussel noted the inclusion of an article "To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money yet to be determined for deposit into the Stabilization Fund, or take any other action relative thereto." The intent is to allow appropriation of any remaining available levy capacity to Stabilization, which could provide for transfer to offset possible 9C reductions in state aid by the Governor, less than anticipated local receipts or possible snow and ice deficits. If Town Meeting does not approve the article, the resource remains unappropriated and reductions that may occur will have to be made from existing appropriations. The Board of Assessors should have a figure before STM and an amendment can be made from the floor inserting the specific amount.

Motion: K. Casey	2nd: M. Castriotta
To approve Article 6 as presented and to amend at November 13, 2008 Special Town Meeting	Vote: All in Favor

Motion: K. Casey	2nd: M. Castriotta
To approve minutes of September 29, October 14, and October 20, 2008 as written	Vote: All in Favor

Motion: K. Casey	2nd: M. Castriotta
To approve use of bulk mailing permit for mailing November 13, 2008 warrant	Vote: All in Favor

The Board discussed the expense of mailing warrants after Ms. Peterson reported costs in excess of \$722 for printing and mailing a four page warrant. It was suggested to obtain subscriptions for emailing to reduce expense of paper, postage and printing. The Board requested each department supply a list of annual mailings and dates to allow group effort if mailings. Ms. Peterson suggested placing a question on the annual town census asking residents if they would prefer receiving notifications by email instead of postal mailing.

MGL Chapter 61A, Section 14 Waiver of First Refusal

Ms. Peterson presented a waiver of first refusal for removal of certain parcels of land from Chapter 61A protection, said land located on the westerly side of Bemis Road described in Exhibit A that was originally filed in Worcester District of Registry Deeds, Book 8999, page 27. The Planning Board, Conservation Commission, Open Space and Capital Improvement Planning Committees has signed off, indicating they had no interest in the said land.

Motion: K. Casey

2nd: M. Castriotta

To sign the waiver and to allow Town Secretary to fill in expiration date for 120 day waiver period

Vote: All in Favor

Ms. Roussel asked the Board if they have need of Town Counsel at the November 13, 2008 Special Town Meeting, noting counsel offered availability by phone. Board opted to place Counsel on call.

Ms. Peterson presented a recommendation from Highway Superintendent Gauthier requesting hiring Jack Lucas as a seasonal plow driver.

Motion: M. Castriotta

2nd: K. Casey

To hire Jack Lucas for seasonal plowing at a rate ranging from \$13.32 to \$15.37 per hour pending successful completion of preemployment physical

Vote: All in Favor

Ms. Peterson presented a request from Police Chief Perron for permission to accept resignation of part-time dispatcher Tanya Kirby and to hire a replacement, noting the hiring would reduce the need for overtime.

Motion: M. Castriotta

2nd: K. Casey

To accept the resignation of Tanya Kirby and authorize Chief Perron to hire a replacement

Vote: All in Favor

Motion: M. Castriotta

2nd: K. Casey

To enter Executive Session to discuss strategy with respect to collective bargaining and contract negotiations with non-union personnel with intent to reconvene in open session

Vote: Mr. Hale- yes, Mr. Castriotta- yes, Ms. Casey- yes

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

Open session resumed at 6:45 pm

Capital Improvement Planning Committee (CIPC) Recommendations

Finance Committee members Kellianne Becker, Carol Burke, Mark Dymek, and Sue Motta and **Capital Improvement Planning Committee members** Greg Cravedi, Diane Lanney, Kevin Motta, William Murray and Karen Chick entered the meeting.

The CIPC requested endorsement of their desire to develop a formal Facilities plan and requested the members identify other municipal capital priorities that the Boards want the CIPC to pursue in addition to or instead of what CIPC presented.

The CIPC presented handouts including the Capital Improvement Policy, outlining the committee's composition, in addition to other financial policies related to submission of requests. It was noted there is currently no capital plan for Center School. Ms. Roussel inquired about a capital plan for the Slade Building. The CIPC advised there is no formal plan, but there is a facilities stabilization account.

Discussion regarding the Breezy Hills complex and the lack of maintenance on the buildings; CIPC noted there had been an assessment of the complex several years ago and the loss of businesses to the community and need for renovations undermined the purchase of the facility.

Mr. Hale suggested adding the Senior Center and Library and in the interim the Slade Building to the needs list. Mr. Dymek suggested prioritizing finding a location for the fire and ambulance departments. The group thanked the CIPC for all their work.

Motion: M. Castriotta

2nd: K. Casey

To endorse the CIP Committee plan to outline available options, timeline and costs for needed town facilities and coordinate public relations and presentation to the community

Vote: All in Favor

The Finance Committee voted in favor as well.

Board reviewed the Town Administrator report.

The Board delayed review of the projects list until the November 10, 2008 meeting.

Motion: M. Castriotta

2nd: K. Casey

To adjourn the meeting at 7:45 pm

Vote: All in Favor

Respectfully submitted,

Elaine M. Peterson
Town Secretary

Approved: December 8, 2008.

*Board of Selectmen
October 27, 2008*