

**BOARD OF SELECTMEN  
MINUTES  
Slade Building  
November 10, 2008**

**Members present:** Paul Hale, Chairman  
Kristie Casey, Vice Chairman  
Matthew Castriotta, Clerk

**Staff present:** Elaine Peterson, Town Secretary; Deb Roussel, Town Administrator

Meeting commenced at 6:04 PM

**Warrant #11**

**Motion: K. Casey** **2<sup>nd</sup>: P. Hale**  
**To approve Warrant #11 in the amount of \$192, 892.45** **Vote: All in Favor**

**Firefighting Equipment Grant Application Authorization**

Request for authorization for application to the Massachusetts Department of Fire Services for a grant in the amount of \$3897.00 to purchase firefighting gloves for all members and hand tools to properly equip fire apparatus was presented. Neither town funds nor additional funds for maintenance are required in the event the grant was awarded.

**Motion: K. Casey** **2<sup>nd</sup>: P. Hale**  
**To authorize Chairman Hale to sign the authorization for the \$3897.00 grant application for Fire Department** **Vote: All in Favor**

**Contracts and Other Approvals**

A contract and scope of services for FY 2009 MA Cultural Council to fund local cultural council events was presented.

**Motion: K. Casey** **2<sup>nd</sup>: P. Hale**  
**To authorize Chairman Hale to sign the contract for MA Cultural Council funds on behalf of the entire Board** **Vote: All in Favor**

A contract for third-party billing services with Public Sector Partners, Inc (PSP) to secure reimbursement was presented. The contract provides PSP 10% of the Medicare reimbursement funds for the administration of influenza and pneumococcal vaccines.

**Motion: K. Casey** **2<sup>nd</sup>: P. Hale**  
**To authorize Chairman Hale to sign contract with PSP on behalf of full Board relative to payment of Medicare insurance for immunization services** **Vote: All in Favor**

Matt Castriotta entered the meeting at 6:14 pm.

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Ms. Roussel presented Memorandum of Agreements for a one-year extension of the current collective bargaining agreement with Dispatch and Highway unions, for a cost of living raise in the amount of 2.3% retroactive to July 1, 2008.

**Motion: M. Castriotta** **2<sup>nd</sup>: K. Casey**  
**To sign the memorandums of agreement with Local #170 representing the**  
**Hubbardston Dispatch Departments and Highway Departments**

**Vote: All in Favor**

**Motion: M. Castriotta**  
**To approve minutes of October 6, 2008 as written**

**2<sup>nd</sup>: K. Casey**  
**Vote: All in Favor**

**Motion: K. Casey** **2<sup>nd</sup>: M. Castriotta**  
**To authorize Chairman Hale to sign letter of agreement with Melanson Heath & Co,**  
**PC for audit of the Assistance to Firefighters grant**

**Vote: All in Favor**

**Motion: M. Castriotta** **2<sup>nd</sup>: K. Casey**  
**To hire Gordon Sevigny as seasonal plow driver at a rate of \$13.65 per hour**

**Vote: All in Favor**

**Motion: M. Castriotta** **2<sup>nd</sup>: K. Casey**  
**To approve request to use MART Van trip to Christmas Tree Shop on Veterans**  
**Day**

**Vote: All in Favor**

**Motion: M. Castriotta** **2<sup>nd</sup>: K. Casey**  
**To appoint Caleb Langer to the Capital Improvement Planning Committee with a**  
**term to expire April 30, 2009**

**Vote: All in Favor**

#### **Hubbardston, Princeton & Templeton Solid Waste Reduction Task Force**

Board of Health Clerk Lucinda Oates presented to update the Board on the regional waste reduction program initiative, acknowledging the Town would need to enter an intermunicipal agreement with Templeton and Princeton. A lead community would be determined and would need to provide accounting and treasury functions for an enterprise fund. Templeton Light District already has the software for billing and collection and may take on this responsibility. The Task Force is recommending a common set of Board of Health regulations between the three towns be adopted for enforcement.

Ms. Oates said it's an opt out program. Independent haulers that want a license will have to provide the same service as the vendor awarded the RFP for pay as you throw; recycling all same materials. This program should result in a reduction of traffic on roads, consolidating all pickup on the same day.

The task force acknowledged the need to hire a part-time solid waste coordinator; a job description will be written for the position. A Selectmen, along with the Board of Health members and the task force, is needed to serve on the task force once initiated, to educate citizens in the communities to promote a successful program. Mr. Castriotta volunteered to serve as the Hubbardston member.

The fee structure will include an annual flat fee that will cover a 64-gallon container for curbside pickup of solid waste. A 96-gallon container will be supplied for single stream recycling of materials. RFP is for a five-year contract, hoping the cost will come in between \$150- \$175 per year for residents. There is also a pay as you throw (PAYT) component that will include purchasing bags for trash disposal to encourage recycling, that will be purchased through the state contract, though the price is unknown at present. Board members voiced concerns regarding the hauler going out of business during the term of the contract and the need for a back up plan? Ms. Oates stated that there are 124 municipalities in state operating a PAYT program. The Board members were urged to attend the November 12 meeting at 7:00 pm at Narragansett Regional High School and to present their questions to the Task Force. The Board members thanked Ms. Oates and the Board of Health for their work on the project. Ms. Oates exited the meeting.

### **Grant Authorization Requests**

Police Chief Perron presented a request to apply for a State 911 Department, PSAP (public safety answering point) and RECC (regional emergency communication center) Support and Incentive grant in the amount of \$10,825.00 requiring no matching funds from the town. The grant could provide for wages for an E911 telecommunications operator for 2009 fiscal budget. Chief Perron reported Rutland gets over \$100,000 in grant money because they have two PSAPs. Chief noted the purpose of the grant is to reduce the number of PSAPs statewide from 500 to 250.

**Motion: K. Casey**

**2<sup>nd</sup>: M. Castriotta**

**To approve Chairman Hale to sign authorization and application for the State 911 Dept. PSAP & RECC Support & Incentive Grant on behalf of the full Board**

**Vote: All in Favor**

Police Chief Perron also presented a request to apply for a Regional and Regional Secondary Public Safety Answering Point and Regional Emergency Communication Center Development grant in the amount of \$7000 to provide a feasibility study for the regionalization of a communications center between the Towns of Rutland and Hubbardston; no matching funds are required.

**Motion: K. Casey**

**2<sup>nd</sup>: M. Castriotta**

**To authorize Chairman Hale to sign authorization to apply for Regional & Regional Secondary Public Safety Answering Point & Regional Emergency Communication Center grant**

**Vote: All in Favor**

Chief Perron exited the meeting.

Ms. Peterson presented the meeting room policy for various boards and committees, noting it had not been updated since 2003 and referenced the COA Director, which no longer exists. Ms. Roussel and Ms. Peterson will work on the wording with COA Chair Provencal and report back to the Board.

Ms. Peterson presented correspondence to NHIC regarding billing for ambulance services and to the Massachusetts Board of Library Commissioners regarding the loss of certification for the Hubbardston Free Public Library.

Mr. Hale requested an opinion from DOR regarding the Town's ability to accept funds from voters who approved the override to provide for library services, to be considered as public contribution. Ms. Roussel believed the only way the Town could accept would be to accept the funds as a gift, but will request.

The Board received a letter from Highway Superintendent requesting Board assistance instituting policy on use of Highway Garage before start time and after closing time. It was suggested a general policy be drafted stating town buildings should not be used for personal use. Ms. Roussel and Ms. Peterson will work on a policy and report back to the Board.

The Board reviewed a letter from Highway Superintendent regarding updated condition of Streeter Road for winter plowing, noting he had revisited and residents have repaired potholes and washouts and the job can be put out for bid.

The Board discussed process for the upcoming budget for fiscal year 2010, inviting department heads and Finance Committee for brainstorming session. Further discussion will begin at the next working meeting. Board members asked that Finance Committee Chairman be invited to the meeting scheduled for Tuesday, November 18 at 6:00 pm. Other items for discussion will include purchase of the animal control officer vehicle and the need to move offices to Slade Building.

Board reviewed Special Town Meeting warrant deciding on who will speak to each article. Ms. Peterson asked to post a meeting for 6:30 pm prior to the STM on November 13, 2008.

Ms. Roussel reported to the Board that she had been approached by another community regarding participating in a Request for Proposal for Energy Performance Contracting. The ERSCo who would be awarded the contract would identify energy savings and provide the funding that they would cover the cost of recommendations for investments in new or upgraded energy efficient equipment over the term of repayment.

**Motion: K. Casey**

**2<sup>nd</sup>: M. Castriotta**

**To support proceeding forward with the energy audit**

**Vote: All in Favor**

Mr. Hale reported he attended the Quabbin Regional School District ROTC parade and was very impressed. He also reported there was a spaghetti supper on November 24 To support Veterans; services and encouraged the other members to support.

Mr. Hale reported on the Planning Board hearing for our application for a special permit on the telecommunications tower. Acting Fire Chief Hayes provided the presentation on the technical aspects, however there was not a quorum of the Planning Board, so the hearing was continued to their December 3<sup>rd</sup> meeting. Mr. Castriotta acknowledged and thanked Mr. Hale for all he does during the day when other members are at work.

The Board reviewed the following correspondence:

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- Mass Dept. of Elementary and Secondary Education foundation reserve award
- Comm. of MA Board of Library Commissioners letter to Sen. Brewer & Rep. Evangelidis regarding a waiver of public funding required for certification
- DCR Fall 2008 Newsletter
- Hubbardston Senior News November 2008
- Mass Highway Bridge Inspection for Hale Rd/Natty Pond Brook
- Kopelman & Paige memo re: Major Residential Development Special Permit Requirement
- Kopelman & Paige letter re: Lot 12w/562 & lot 12w/564 buildable lots
- Email from Mike See donating two hours time to Town for website
- Charter Communications letter re: 5% MA sales tax on cable modem lease
- Notice of insurance coverage for Charter Communications
- Constellation New Energy information on energy sources

Meeting was adjourned at 8:50 pm.

Respectfully submitted,

Elaine M. Peterson  
Town Secretary

Approved: December 8, 2008

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