

**BOARD OF SELECTMEN  
MINUTES  
November 24, 2008  
Slade Building**

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

**Staff present:** Elaine Peterson, Town Secretary, Deb Roussel, Town Administrator,  
Karen Chick, Town Accountant

**Others present:** Rick Green, Dave Simmerer, Stamatia Frangos, Linda Brisebois, David Brisebois

Meeting commenced at 6:00 PM

<b>Warrant #12</b>
--------------------

<b>Motion: K. Casey</b>	<b>2<sup>nd</sup>:M. Castriotta</b>
<b>To approve warrant #12 in the amount of \$1,478,285.45</b>	<b>Vote: All in Favor</b>

<b>Other Business</b>
-----------------------

Board signed letters to Sen. Brewer and Lew Evangelidis regarding continued need for Elm Street project, specifically to increase safety for parking and sidewalk in front of the school.

Board discussed setting a pre-budget meeting for FY 2010 with department heads and Finance Committee, setting a date of December 8 at 7:00 pm

Mr. Castriotta reported he held public hour on November 15<sup>th</sup> and met with resident Tom Howlett for 45 minutes.

The Board decided to skip the month of December and schedule next public hour for January 17, 2009; Ms. Casey will preside.

Ms. Peterson presented the following licenses for renewal:

- 1) Alliance Energy LLC d/b/a Mr. Mike's; Common Victualer, Package Store All Alcohol and Sunday Sale of Alcohol,
- 2) STG Pizza Corporation d/b/a Hubbardston Pizza Palace; Common Victualer,
- 3) Vasta Inc. d/b/a Hubbardston Market; Common Victualer, Package Store, all Alcohol, Sunday Sale of Alcohol,
- 4) Calico & Crème; Common Victualer,
- 5) Hubbardston Rod & Gun Club, Inc; Common Victualer, Club All Alcohol, Automatic Amusement Devices,
- 6) Peaceful Acres, Inc; Common Victualer, General On Premise, Wine & Malt,

*Board of Selectmen  
November 24, 2008*

7) Rietta Ranch, John Koziel, Executor; Common Victualer, Restaurant All Alcohol.  
**Motion: M. Castriotta** **2<sup>nd</sup>: K. Casey**  
**To approve license renewals as presented** **Vote: All in Favor**

**Community Preservation Act Grant Agreement for Hubbardston Historical Society**

Historical Society President Rick Green entered the meeting to sign the grant agreement with the Town. Mr. Green stated the repair work was expected to begin in March or April of 2009.

**Motion: K. Casey** **2<sup>nd</sup>: M. Castriotta**  
**To approve the agreement between the Town and Historical Society for restoration to Williamsville chapel as approved by November 13, 2008 Special Town Meeting**  
**Vote: All in Favor**

Mr. Green exited the meeting.

A grant authorization request from Animal Control Officer Giordano was presented. The \$1000.00 grant would not require matching funds and would be used for medical costs for stray and abandoned cats and dogs picked up in Hubbardston.

**Motion: K. Casey** **2<sup>nd</sup>: M. Castriotta**  
**To approve the grant application and authorize Mr. Hale to sign on behalf of the Board** **Vote: All in Favor**

Mr. Hale reported he attended the Heroes Dinner at the Rod & Gun Club on November 23<sup>rd</sup>, sponsored by Girl Scout Troop 30616 to honor the Town's veterans. Mr. Hale commended the girl scouts and their leaders for the wonderful event.

Ms. Peterson presented Highway Superintendent Gauthier's letter recommending awarding of a contract to Alpine Fence Company for plowing Mile Road.

**Motion: M. Castriotta** **2<sup>nd</sup>: K. Casey**  
**To award contract to Alpine Fence to plow and sand Mile Road during storms from December 2008 through March 2009 for \$2600.00** **Vote: All in Favor**

Ms. Peterson reported on the MART van to Red Apple Farm and the Thanksgiving Farmers Market on November 23<sup>rd</sup>, requesting permission to attend the December 10 Christmas dinner at Senior Center

**Motion: M. Castriotta** **2<sup>nd</sup>: K. Casey**  
**To authorize MART van to use posthumously on November 23<sup>rd</sup> and for the dinner on December 10, 2008** **Vote: All in Favor**

**Hubbardston House meeting**

Mr. Hale reported he had attended a meeting on November 24, 2008 with Montachusett Opportunity Council Elder Services Meal Program (MOC) coordinators, a Resources for Community and People Housing Assistance (RCAP Solutions) representative and Hubbardston House Site Manager Lisa Chaves, concerning moving the Meals on Wheels program for the seniors to Hubbardston House's newly constructed dining facility. Mr.

Hale said Hubbardston House is welcoming the seniors and MOC will be supplying a complimentary meal for all residents of Hubbardston House on December 9, 2008.

Ms. Roussel reported engineering firm of Coler & Colantonio Inc. has proposed pursuing SAFETEA-LU Funding (Safe, Accountable, Flexible, Efficient Transportation Equity Act) Program for Hubbardston roadway improvement projects. The firm proposed performing the grant request work on an hourly basis. The information will be forwarded to the Ad Hoc Roads Advisory Committee.

#### **Hubbardston Pizza Palace Wine & Malt License Hearing**

**Motion: K. Casey**

**2<sup>nd</sup> P. Hale**

**To open the hearing at 6:45 pm for liquor license application for 53 Gardner Road**

**Vote: All in Favor**

Ms. Peterson informed those present the license was for beer and wine and would be effective January 1, 2009. Ms. Frangos stated the timeframe for the opening of the new location would be sometime in January 2009 and the outdoor patio will not open until spring of 2009. Mr. Hale asked if there were any questions; Ms. Brisebois asked where the outdoor patio was located. Ms. Frangos stated it was in the rear of the building.

**Motion: P. Hale**

**2<sup>nd</sup>: K. Casey**

**To approve the application for Restaurant Beer and Wine license**

**Vote: All in Favor**

#### **Town Administrator Report**

##### **Delivery of District Local Technical Services:**

Ms. Roussel reported on letter from Montachusett Regional Planning Commission (MRPC) regarding availability of planning funds for partnerships among two or more municipalities. This might provide funding for future intermunicipal services currently being considered. Two public information sessions are scheduled for December 8 (Leominster) and 16 (Fitchburg).

The Board received a building use policy draft from Ms. Roussel. It will be forwarded to Department Heads for review.

##### **47 Brigham Street Property**

Ms. Roussel reported the treasurer has estimated foreclosure costs at less than \$1000.00. There is \$136.52 outstanding for first two quarters of FY09 and \$989.60 in tax title for prior FY 06- 08. The property is currently assessed at \$28,500 for .42 total land area; it is deemed unbuildable by Building Commissioner, as it does not meet zoning requirements. The owner would be responsible for any legal fees incurred in the transaction. Mr. Hale requested researching whether there are any liens on the property or any existing easements, etc. The board will take the information under advisement.

Mr. Castriotta exited the meeting to attend Athletic Awards at Quabbin Regional High School.

### **Police Department Wage Authorizations & Pending Grant Funding**

Chief Perron came in to inform the Board of Congressional approval of \$400,000 funding for North Worcester County Drug Task Force grant through the federal COPS program. Senate approval is pending but looks promising for sometime in February 2009.

The remaining \$400,000 could be approved in the next fiscal year. The Chief reported the program requires a fiduciary to accept the funding and administer the grant and he requested the Board allow the Town to act as the fiduciary. A standard 2% fee (\$8,000) for processing and administering the grant would be allotted. The grant funds would be paid quarterly and a final report would be written with the assistance of Chief Erickson from Rutland. The Chief stated the process is lengthy, probably over a four-year period. The only costs once the process is over would be for id badges, card stock etc.

**Motion: K. Casey** **2<sup>nd</sup>: P. Hale**  
**To accept grant funding from federal COPS program and allow Hubbardston to ask as fiduciary** **Vote: All in Favor**

Chief Perron presented a wage authorization request for 2.3 % increase for dispatch personnel due to recently negotiated collective bargaining agreement.

Phyllis Chartier \$16.12 to \$16.49

Paul Topolski \$14.65 to \$14.99

Lynn Wilkinson \$14.15 to \$14.48

Jeffrey St. Hillaire \$13.90 to \$14.22

Debra Chamberlain \$13.25 to \$13.55

Walter Scott \$13.25 to \$13.55

**Motion: K. Casey** **2<sup>nd</sup>: P. Hale**  
**To authorize dispatch wage increase as listed above with an effective date of July 1, 2008** **Vote: All in Favor**

Chief Perron presented written request to elevate pay scale of Dispatcher Jeff St. Hillaire to Step 2 effective November 22, 2008, which reflected completion of his six-month probationary period, \$14.48 per hour; new rate per the recent negotiated raise in the collective bargaining agreement, confirming that it was within the Dispatch budget. Chief Perron stated that he wanted to personally recognize the unions for accepting the same wage increase as non-union personnel.

**Motion: K. Casey** **2<sup>nd</sup>: P. Hale**  
**To authorize wage increase for Jeff St. Hillaire to \$14.48 per hour effective November 22, 2008** **Vote: All in Favor**

Chief Perron exited the meeting.

A revised meeting room policy was presented to the Board.

**Motion: K. Casey** **2<sup>nd</sup>: P. Hale**  
**To approve revised meeting room policy** **Vote: All in Favor**

**Office Relocation:**

Mr. Hale reported he needed to contact Mr. Dymek for floor plans. Another meeting with office staff will be scheduled after December. The expense for moving the vault exceeds the budget and moving it may have to be delayed.

**Budget Planning Process:**

Ms. Roussel presented an outline with different options for the budget planning process. The Board agreed they would like to see a joint process with the Finance Committee. A pre-budget discussion will be scheduled for 7:00 pm with the Finance Committee inviting department heads and committee members to participate during the regular scheduled Selectmen meeting. The Board asked that the meeting begin at 5:30 pm on December 8<sup>th</sup> to allow adequate time for business. Board agreed to suggestion that budget discussion be framed by a holiday theme, inviting participants to bring refreshments.

**PEG Access:**

Ms. Roussel recommended a Board discussion at a future meeting concerning formation and administration of an active community media center for PEG access, as a non-profit organization.

**Motion: P. Hale**

**To adjourn the meeting at 7:46 pm**

**2<sup>nd</sup>: K. Casey**

**Vote: All in Favor**

Respectfully submitted,

Elaine M. Peterson  
Town Secretary

Approved: January 20, 2009.