

**BOARD OF SELECTMEN
MINUTES
December 7, 2009
Slade Building**

Members present: Matt Castriotta, Chair
Kristie Casey, Vice Chair
Ernest Newcomb, Clerk

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

Others present: Ed Blanchard, Patrick Murphy, Joyce Green

Meeting commenced at 6:08 pm.

Warrant #12

Motion: K. Casey **2nd:M. Castriotta**
To approve Warrant #12 in the amount of \$132, 286.70 **Vote: All in Favor**

Ms. Chick requested the Board amend the amount of Warrant #7 due to duplication of a payment.

Motion: K. Casey **2nd:M. Castriotta**
To amend the amount of Warrant# 7 to \$183, 268.33 **Vote: All in Favor**

Commendation for Eagle Scout Recipient

Ms. Peterson presented a commendation requested by resident Martha Hawley for her nephew, Taylor Bradford Hogan. He will be receiving the rank of Eagle Scout on December 26, 2009. For his project, Taylor, as well as 20 volunteers, completed over 130 hours building access ramps to a bridge built over the Link Trail at Mt. Jefferson Conservation Area. They also cleared a mile of trail leading to the bridge. The Board signed the commendation.

Resignation of Selectman Kristie Casey

The Board addressed the resignation of Kristie Casey. Ms. Casey stated she did not date her resignation letter as she wanted to piggy back the U. S. Senate election but there are not enough days for legal notice of the election.

Motion: E. Newcomb **2nd: M. Castriotta**
To hold a special election to fill the Board of Selectmen vacancy on Wednesday, February 10, 2010

Vote: Mr. Castriotta- yes, Mr. Newcomb-yes, Ms. Casey- abstained

Mr. Newcomb presented a Disclosure of Financial Interest by Special Municipal Employee required by MGL C. 278A, section 20(c) & 20 (d) for the Board members to sign. Ms. Casey and Mr. Castriotta signed the form.

The Board members expressed they were saddened but understood Ms. Casey's health is important and appreciated her staying on until the election.

2010 License Renewals

Ms. Peterson presented a list of licenses for renewal:

- 1) Dona's Pizza - Common Victualer
- 2) Calico & Crème -Common Victualer
- 3) Rietta Flea Market -Common Victualer & Restaurant All Alcohol
- 4) Pizza Palace -Common Victualer, Restaurant Wine & Malt & Automatic Amusement Devices (3)
- 5) Hubbardston Rod & Gun Club, Inc. -Common Victualer, Club All Alcohol & Automatic Amusement Devices (5)
- 6) Peaceful Acres -Common Victualer & General on Premises Club Wine & Malt
- 7) Alliance Energy LLC (d.b.a. Mr. Mike's)- Common Victualer, Package Store All Alcohol & Sunday Sales of Alcohol
- 8) Vasta Inc.(d.b.a) Hubbardston Market- Common Victualer, Package Store All Alcohol & Sunday Sales of Alcohol
- 9) Sterling Machine & Mold -Class I Auto Dealer
- 10) Joseph Netishen for Netishen Home- Lodging House
- 11) Fred Cornell (d.b.a Hubb Auto Sales)- Class II Auto Dealer

Motion: K. Casey

To approve all licenses as presented

2nd: E. Newcomb

Vote: All in Favor

Mr. Castriotta requested Building Commissioner Larry Brandt provide an update on Jon Jonsson, Gardner Road activity to the Board for the next meeting.

Meeting Minutes Approval

Motion: E. Newcomb

To approve November 17, 2009 minutes as written

Vote: Ms. Castriotta-yes, Mr. Newcomb-yes, Ms. Casey-abstained

2nd: M. Castriotta

Motion: K. Casey

To approve October 13, 2009 minutes as written

Vote: Ms. Castriotta-yes, Ms. Casey -yes, Mr. Newcomb -abstained

2nd: M. Castriotta

Motion: K. Casey

To approve October 26, 2009 minutes as amended and September 28, 2009 as written

2nd: M. Castriotta

Vote: All in Favor

Motion: K. Casey

To approve September 28, 2009 minutes as written

2nd: E. Newcomb

Vote: All in Favor

Motion: K. Casey

To approve November 24, 2009 minutes with clarification under recommendation #7 of the corrective action plan for an annual audit, referring to formalizing the authority of the Town Administrator

2nd: M. Castriotta

Vote: All in Favor

Scenic Road

Ms. Roussel reported the resident at 28 Morgan Road that has altered a stone wall on a scenic road has not responded to the request to remove it. No town bylaw exists for addressing a violation of the scenic road act. Ms. Roussel stated the Building Commissioner has determined this is not a zoning issue, so therefore he can't enforce it. It was determined that an issue as this should be addressed as part of a road opening permit through the Highway Department.

Request for Appointment

Ms. Peterson presented a request from Brian Jette to be appointed to the Capital Improvement Planning Committee as a Member at Large. Chair Diane Lanney has recommended his appointment.

Motion: K. Casey

2nd: E. Newcomb

To appoint Brian Jette to Capital Improvement Planning Committee –Member At Large with a term to expire April 30, 2010

Vote: All in Favor

Authorization to Issue Third Quarter Preliminary Tax Bills

Ms. Peterson presented an authorization request drafted by the Board of Assessors to be sent to Deputy Commissioner of Revenue, Robert J. Nunes to issue fiscal year 2010 third quarter preliminary tax bills.

Motion: K. Casey

2nd: E. Newcomb

To authorize the third quarter preliminary tax bills request

Vote: All in Favor

Agreement for Engineering Services

Ms. Peterson presented an agreement between the Board of Assessors and PLACES Site Consultants, Inc. for engineering services relative to the Marinelli, Fletcher and Ragged Hill Inc. pits for parcel review to support appellate tax case board. The estimated fee for research and initial review letter/report is \$5,840.00. It was confirmed procurement procedures for this service are exempt under Chapter 30B. Ms. Roussel stated that while procurement procedures were not required, quotes should be obtained for comparison to provide assurances to taxpayers.

Motion: K. Casey

2nd: E. Newcomb

To approve the agreement with PLACES Site Consultants, Inc. in the amount of \$5,840.00

Vote: All in Favor

The Board signed the agreement.

Waiver of fees request

Ms. Peterson presented a request from Laura M. Hammett, Regional Conservation Intern for Highstead, a Connecticut non-profit doing Regional Conservation Planning for North Quabbin Regional Landscape Partnership (NQRLP) to waive the \$200.00 fee for assessors maps. The Board reviewed the recent policy addressing requests for fee waivers and determined the Town is a partner to the regional research and it will benefit the Town.

Motion: K. Casey

2nd: E. Newcomb

To waive the \$200.00 fee for NQRLP

Vote: All in Favor

The Board reviewed and assigned speaking roles for the December 10th Special Town Meeting articles.

Ms. Roussel reported the **Personnel Board Town bylaw** indicates that any board or committee member compensated for their duties may not serve as members of the Personnel Board. As the Personnel Board is only a recommending authority and the Board of Selectmen has ultimate authority to implement changes in personnel policies, Ms. Roussel indicated there is no urgency to address this. Ms. Roussel recommended either changing the bylaw or continuing to solicit interested candidates.

Ms. Peterson presented the **overlay accounts report** prepared by the Board of Assessors. Ms. Roussel questioned the Assessors retaining funds as far back as 1997 for properties that the Treasurer has secured tax liens, thus protecting the Town's interest. Deputy Assessor Lanney indicated the action provides availability of funding for the Treasurer. Ms. Roussel believes the Assessors' action charges the Town for the asset gained in the lien.

Part-time Employee Benefits

Ms. Roussel reported on part-time benefits; she stated there is no hard cost to the Town as the funding for the number of hours per employee is budgeted. She added however, there is a soft cost associated with the loss of productivity (hours not worked). She presented a spreadsheet for positions holding greater than 10 hours per week. The Board took the matter under advisement and requested discussion at the next meeting.

Police Department Policies

The Board took no action as they are still reviewing the policies submitted by Chief Perron.

Ice Storm Debris Removal

Ms. Roussel reported the FEMA representative for the Town has been released from active duty and his supervisor has been assigned to the town. FEMA has not finalized the town's request for reimbursement as it is in environmental review. Ms. Roussel is still deliberating final payment with Cook Company.

PEG Access Equipment

The Board reviewed a list of cable equipment used by Quabbin Regional High School for their public access broadcasting. Mr. Castriotta will follow up with Barre Cable Advisory Committee member Rick Paula.

Solar Farm

Ms. Roussel reported the Planning Board intends to close the hearing on the solar farm application on Wednesday December 16th. She added Town Counsel would be present. The Planning Board requested the Board's input on legal fees associated with the process. They are also waiting for a report from the Acting Fire Chief.

Motion: K. Casey

2nd: E. Newcomb

To pay legal fess incurred for solar farm project from existing appropriations

Vote: All in Favor

Grant Applications

Ms. Roussel reported she has submitted two grant applications under the Green Communities Act. The first grant application was for Owners Agent Technical Assistance for an energy performance contract for an individual to serve as our agent and provide oversight of the performance contract with Trane, should the Town vote to proceed with the energy project. The grant would fund a maximum of \$50,000.

The second grant application was for an Energy Efficiency and Conservation Block Grant (EECBG) for towns of populations less than 35,000 residents. This application was to provide energy efficiency measures for town buildings and buying down the performance contract currently in negotiation, should the Town proceed. The maximum grant award is \$150,000.00

Motion: K. Casey

2nd: E. Newcomb

To authorize Mr. Castriotta to sign both grant application agreements on behalf of Town

Vote: All in Favor

Various Business

Ms. Roussel reported the Hubbardston Public Library has been recertified by the state as of December 3, 2009.

Ms. Roussel reported the Department of Revenue can not make the suggested meeting date due reduction of travel expense reimbursement at the State level. She asked the Board to submit any questions they have prior to the January 9, 2010 tri-board meeting.

Motion: K. Casey

2nd: E. Newcomb

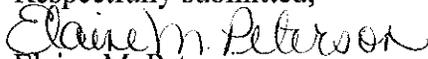
To enter Executive Session to discuss strategy with respect to collective bargaining and to adjourn at end of Executive Session

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

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

Meeting adjourned at 7:36 pm

Respectfully submitted,



Elaine M. Peterson

Town Secretary

Approved: January 4, 2010.