

**BOARD OF SELECTMEN
MINUTES
December 20, 2010
Slade Building**

Members present: Matthew Castriotta, Chair
Michael Stauder, Vice Chair
Ernest Newcomb, Clerk

Staff present: Elaine Peterson, Town Secretary

Others present: Tom Howlett, Walter Ducharme, Finance Committee Chair Ed Blanchard, Board of Health Chair Sandi Knipe, Brian Bullock, Reporter Jean Paul Salamanca

Meeting opened at 6:31 pm

Warrant # 14

Motion: M. Stauder **2nd:M.Castriotta**

To approve Warrant #14 in the amount of \$182,062.21

Vote: Mr. Stauder- yes, Mr. Castriotta- yes Mr. Newcomb- abstained

Board of Health Appointment

Ms. Knipe was present to request Tomas Larson be appointed to the Board of Health following Hayden Duggan's resignation.

Motion: Sandy Knipe **2nd:E. Newcomb**

To appoint Tomas Larson to the Board of Health with a term to expire at 2011 June election

Vote: Mr. Newcomb-yes, Mr. Castriotta-yes, Mr. Stauder- yes, Ms. Knipe-yes

Ms. Knipe expressed some concerns about the proposed **Land Use Administrative** job description. She stated that if the clerk takes vacation or time off, it would tie up all the boards. Ms. Knipe also noticed the clerk does not have to attend meetings to record minutes. She asked who would take the minutes, Board members. Ms. Knipe stated she has concerns about the clerk not attending meetings. Ms. Knipe stated it is very hard to run a meeting and record minutes as well. Ms. Knipe stated she believed the position is doable. Mr. Castriotta stated the Board would be finalizing the position at their January 3rd meeting. Mr. Stauder asked about a senior work off person taking minutes. Ms. Knipe stated that would mean the senior work off person would have to attend meetings at night.

Another concern of Ms. Knipe's was that the job description states the Land Use Clerk would report to the Town Administrator. She asked the Selectboard if they knew the Board of Health has the authority under MGL Chapter 111, section 27, to hire their own clerk. Ms. Knipe asked if some of the Boards could participate in the interview process. Mr. Castriotta stated yes.

Mr. Blanchard speaking in regards to the current Zoning Board of Appeals Clerk position and the others, the various positions don't receive benefits. Ms. Knipe stated some do receive prorated vacation time. Mr. Blanchard added if you lose that one person, you have to hire someone new for all the boards. He also stated there could be a conflict if some meetings are scheduled at the same time. Mr. Castriotta thanked them both for their input.

Mr. Blanchard asked for clarification that any land search for municipal land would be done by the Capital Improvement Planning Committee. Mr. Blanchard reported he had met with Senator Brewer regarding a land swap. Mr. Castriotta asked Mr. Blanchard to report what he had discussed with the Senator to the committee.

Motion: E. Newcomb

2nd: M. Stauder

To accept the resignation of Ed Blanchard from the Senior Center Building Committee effective December 20, 2010 with regret

Vote: All in Favor

Mr. Castriotta thanked Mr. Blanchard for his contribution to the committee.

Mr. Blanchard asked for an update regarding a legal services/retainer proposal from Kopelman & Paige, PC. Mr. Stauder stated Ms. Roussel was still waiting to hear from Joel Bard of the firm. Mr. Blanchard asked the Board if they would be interested in going back to a request for proposal for legal services. The Board agreed.

Ms. Peterson reminded the Board needed to discuss the Highway Superintendent's contract. Mr. Blanchard suggested reexamining the contract process following the Fire Chief and Town Administrator being released from their contracts. Mr. Castriotta stated the Board could notify Mr. Gauthier that the Board would like to discuss the matter. Mr. Stauder stated he was not in favor of renewing the contract at this time if the Town Charter Committee is going to report in June of 2011.

Motion: M. Stauder

2nd: M. Castriotta

To notify the Highway Superintendent that the Board is not going to renew his contract at this time; the appointment as Highway Superintendent will remain in place

Vote: Mr. Castriotta- yes, Mr. Stauder- yes, Mr. Newcomb- abstained

Ms. Peterson reported on the **Reach the Beach Relay request** for May 20, 2011. Police and Fire Chiefs are satisfied after having their concerns addressed. The Board requested in writing that they have no objections to the race. The Board would like to know if all the runners would be leaving the Comet Pond boat ramp at the same time and would Route 68 and 62 be closed down all day? Ms. Peterson will follow up on the questions.

Surplus Equipment

Ms. Peterson presented a list of equipment from the Hubbardston Library to be declared surplus. Mr. Stauder read the following: 2 study carols, 1 DVD turnstile, and 1 paperback book turnstile.

Motion: M. Stauder
To declare the above equipment as surplus property

2nd: E. Newcomb
Vote: All in Favor

Agreements signed:
Hampshire Council of Governments

Motion: E. Newcomb
To authorize Chair Castriotta to sign the renewal agreement with Hampshire Council of Governments for supply of electricity at a fixed price of 7.85 cents per kilowatt/hour

2nd: M. Stauder
Vote: All in Favor

Ms. Peterson presented supplemental paperwork, attachments B, C, D, and E for the MEMA contract previously awarded by the Board at the December 6, 2010 meeting.

Motion: M. Stauder
To authorize Chair Castriotta to sign MEMA agreement Attachments B, C, D, and E

2nd: E. Newcomb
Vote: All in Favor

Ms. Peterson presented the agreement with Stephen Hale and Associates to provide architectural services for the Library building. The job was awarded at a previous meeting and funding will come from Community Preservation Act monies.

Motion: E. Newcomb
To sign the contract with Hale and Associates, Architects of 2 Everett Street, Boston, MA for historical preservation and architectural services for the Jonas Clark Library for the amount of \$10,000.00

2nd: M. Stauder
Vote: All in Favor

CDBG grant agreements

Motion: E. Newcomb
To sign CDBG FY'09 grant agreements between the Towns of Ashby and Hubbardston and unnamed resident

2nd: M. Stauder
Vote: All in Favor

Legal Counsel representation/QRSD agreement

Ms. Peterson presented the Determination consenting Kopelman & Paige, PC to represent the Town of Hubbardston, Oakham, Hardwick and New Braintree with regard to review the proposed revision of the Quabbin Regional School District Agreement and related matters.

Motion: M. Stauder
To sign the determination consenting Kopelman & Paige, PC representation
Mr. Newcomb- yes, Mr. Stauder- yes, Mr. Castriotta-abstained

2nd: E. Newcomb

Mr. Blanchard reported he has been attending the meetings regarding the QRSD agreement. Once the draft is finished, it will be sent to the school's legal counsel and then forwarded to the Towns' legal counsel with the intent to bring the agreement to Annual Town Meeting(s).

Ms. Peterson presented a 2011 Common Victualer license renewal for Calico & Crème.

Motion: E. Newcomb
To renew and sign the common victualer license for Calico and Crème

2nd: M. Stauder

Vote: All in Favor

Minutes Approval

Motion: E. Newcomb

2nd: M. Stauder

To approve the minutes of November 22, 2010 as presented

Vote: All in Favor

Motion: E. Newcomb 2nd: M. Castriotta

To approve the minutes of December 6, 2010 as presented

Vote: Mr. Newcomb- yes, Mr. Castriotta- yes, Mr. Stauder- abstained

Monument Committee

Mr. Newcomb reported the Historical Commission was approached by a resident regarding the lack of a Vietnam Memorial in town.

Motion: M. Stauder

2nd: E. Newcomb

To request Town Secretary advertise for interest in participation on a monument committee

Vote: All in Favor

Mileage Rate Reimbursement

Ms. Peterson reported Town Administrator had placed this on tonight's agenda for discussion. The Internal Revenue Service has issued the 2011 standard mileage rates for business at 51 cents per mile. The Town's current rate is 50.5 cents per mile.

Motion: E. Newcomb

2nd: M. Castriotta

To match the IRS mileage rate at 51 cents per mile for the Town

Vote: Mr. Castriotta- yes, Mr. Newcomb- yes, Mr. Stauder- no

Ms. Peterson reported the candidate for Animal Inspector has gone to Europe for three weeks and the barn book is due in December. Ms. Peterson added she had spoken to Mike Cahill of the Department of Public Safety and asked if the Town could have an Alternate and he concurred. After discussion, the Board decided to retain the original candidate and appoint Ms. Kim Landry as Assistant Animal Inspector.

Motion: E. Newcomb

2nd: M. Stauder

To appoint Kim Landry as Assistant Animal Inspector

Vote: All in Favor

Request to turn on Municipal Light on Old Princeton Road

Ms. Peterson reported a resident requested to have a municipal light turned on due to students standing in the dark while waiting for the school bus. Ms. Peterson acting on a request to see if there are other stops that might need lighting, found there are six bus routes for the town involving many intersections. She stated the majority of municipal lights had been turned off a couple of years ago in an attempt to cut back on lighting expenses. Some intersections were kept on for safety concerns on recommendation of the Police Chief and Highway Superintendent. Ms. Peterson stated National Grid Customer Service will work directly with any resident to have a light turned on and could pay a one time fee to have a light turned on and a small monthly fee for illuminating. Mr. Newcomb expressed concern about liability if a light is not turned on. Ms. Peterson will relay the information to the resident.

Ms. Peterson reported she had received a quote from Access AV to set up the bulletin board function from her office using power point. The quote was for \$980.00

Motion: E. Newcomb **2nd: M. Stauder**
To authorize Access AV to set up the bulletin board channel and paying from PEG funding **Vote: All in Favor**

Ms. Peterson reported Virtual Town Hall is working on a prototype model of the new website and are looking at February 1, 2011 to go live.

Motion: M. Stauder **2nd: M. Castriotta**
To rescind the motion to contact the Collins Center for services in searching for a town manager **Vote: Mr. Castriotta, Mr. Stauder- yes, Mr. Newcomb- abstained**

Motion: E. Newcomb **2nd:M. Stauder**
To enter into Executive Session to consider or interview applicants for employment, if the Chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants. Vote: Mr. Castriotta- yes, Mr. Stauder-yes, Mr. Newcomb-yes

*******Executive Session Minutes Are Separate*******

Meeting adjourned at 7:58 PM

Respectfully submitted,

Elaine M. Peterson
Town Secretary

Approved: January 3, 2011