

**BOARD OF SELECTMEN
MINUTES
June 6, 2011
Slade Building**

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

Staff present: Brian Bullock, Interim Town Administrator; Elaine Peterson, Town Secretary

Others present: Ed Blanchard, Tom Howlett, Chris Norcross, Walter Ducharme, Tom Bratko, Danielle Arakelian, Mark Hamaras, Leslie Grenier

Meeting commenced at 6:40 pm

Mr. Newcomb invoked the Rule of Necessity stating his conflict as a Highway Department employee and payroll being part of the warrant. As a result of disqualification of members due to conflicts of interests, the Board lacked a sufficient number of members necessary to take a valid vote and, as a last resort that all those disqualified may now participate under the Rule of Necessity.

Mr. Stauder requested clarification on certain fees listed on the Kopelman & Paige, PC invoice for legal services. Mr. Bullock will check with Joel Bard and report back.

Warrant #26

Motion: M. Stauder

2nd:E. Newcomb

To approve warrant #26 in the amount of #119,310.00

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

Ms. Peterson presented an amended Ford Motor Credit Company Municipal Finance application, schedule #6016103, for the new police cruiser. She stated that Ford Motor Credit Company had requested Mr. Stauder re-sign the corrected application.

The Board reviewed May 31, 2011 correspondence from GFA Credit Union Vice President Kelli Mason concerning the possibility of the Town purchasing land located in proximity to the Hubbardston branch. Ms. Mason stated she had spoken with Police Chief Perron regarding increased traffic. The letter further stated that GFA supported community recreation activities that provide a benefit to local residents and the resulting increased traffic should not create an issue for accessing the Hubbardston branch.

Mr. Castriotta entered the meeting.

Transfer Request

Ms. Peterson presented a transfer request according to Chapter 44, section 33B, and read a letter from Regional Resource Group, Inc, who performs assessing services for the Town. The letter dated March 30, 2011, requested an additional 50 hours for RRG employee Louise Kelly to train the new Assessors Clerk, Justine LaPierre and catch up with the work backlog. The cost associated with this is \$2,250.00.

Motion: E. Newcomb

2nd:M. Stauder

To approve the transfer requests from Town Office Phone #122-5202 of \$2,000.00 to Town Administrator Salary # 129-5100 and transfer \$2,250.00 from Town Phone Account #122- 5202 to Assessors Property Update #141-5206 and authorize the Chair to sign the transfer request

Vote: All in Favor

Ms. Peterson reported Town Accountant chick has requested the Board meet briefly on Monday, July 11th at 6:30 pm in order to sign the last warrant for the fiscal year. Finance Committee Chair Blanchard reported their board will be meeting on June 22nd for end of the year transfer requests. Ms. Peterson will send out a memo advising of the date.

Wage Authorizations

Ms. Peterson reported the Board of Health is recommending hiring Peter Jeffs as recycling center assistant. This is a seasonal position with no benefits and will be conditional on passing the pre-employment physical.

Motion: E. Newcomb

2nd:M. Stauder

To hire Peter Jeffs as recycling assistant with a wage of \$8.91 per hour

Vote: All in Favor

Mr. Newcomb noted that wages for this position are paid from fees received at the center. Ms. Peterson reported the Fire Chief is recommending hiring Ellen Torni as Call Firefighter/EMT with a wage rate of \$14.03 per hour.

Motion: E. Newcomb

2nd:M. Stauder

To hire Ellen Torni as call firefighter/emt at grade seven, step 2.5 with a wage rate of \$14.03 per hour

Vote: All in Favor

Minutes Approval

Motion: E. Newcomb

2nd: M. Castriotta

To approve the minutes of April 21, 2011 as written **Vote: Mr. Castriotta- yes, Mr. Newcomb- yes, Mr. Stauder-abstains**

Ms. Peterson reported the Board had received an Open Meeting Law complaint. The Board will take it under advisement.

Ms. Peterson reported a letter had been received from the Community Preservation Committee requesting the members' terms be changed in accordance with the town meeting vote of November 9, 2010.

One year appointments- Conservation Commission, Parks Commission, Member at Large
Two Year Appointments- Historical Commission, Housing Authority, Member at Large
Three Year Appointments- Open Space Committee, Planning Board, Member at Large
Ms. Peterson stated all appointments will be set at the June 20th meeting in order to see election results from the 14th.

Mortgage Modification for CDBG grant Case #9

Ms. Peterson presented a modification to the housing rehabilitation mortgage for Case #9.

Motion: E. Newcomb

2nd:M. Stauder

To approve the modification to the mortgage from \$29,390.00 to \$30,665.00 for Case #9 and authorize the Chair to sign on behalf of the Town

Vote: All in Favor

Ms. Peterson presented an agreement for professional services between the Town and Brian Bullock for Interim Town Administrator services for a period from June 30, 2011 and not to exceed June 15, 2012.

Motion: E. Newcomb

2nd:M. Stauder

To approve and authorize the Chair to sign the agreement on behalf of the Town for a period from June 30, 2011 and not to exceed June 15, 2012

Vote: All in Favor

Mr. Bullock stated he enjoyed the opportunity to work for the Town. Mr. Newcomb commended Mr. Bullock on doing a great job and Mr. Castriotta and Mr. Stauder concurred.

Mr. Bullock asked the Board about the management letter from Melanson and Heath. He would like the pertinent departments to respond back to the Board and keep as old business until resolved.

Mr. Bullock presented a chart for Special and Annual Town meeting articles. The Board reviewed who would be speaking, if necessary, to each article.

Ms. Peterson reported she had contacted Mr. Nutt at Monty Tech regarding improvements to the Slade Building. Mr. Nutt has requested a letter be sent to the Superintendent with a list of desired projects from the Board of Selectmen.

Ms. Peterson informed the Board members they had three proposals for a backdrop for filming meetings. The Board will review them for the next meeting on June 20th. The Finance Committee has done the same.

Mr. Newcomb brought up the Center School flagpole. It had been discussed previously and the Quabbin maintenance personnel were supposed to remove it. Mr. Newcomb proposed the Highway personnel remove it and transfer it to a cemetery. Ms. Peterson will contact the Highway Superintendent.

Motion: M. Stauder

2nd:M.Castriotta

To request Highway Department remove the flagpole and relocate it to the cemetery

Mr. Castriotta- yes, Mr. Stauder-yes, Mr. Newcomb-abstain

Ms. Peterson updated the Board on the Slade Building door. Building Commissioner Brandt has taken over the task of installing what is necessary for entrance.

Ms. Peterson reported she would be taking a personal day on Monday June 13th.

Mr. Castriotta complimented Ms. Peterson and the Memorial Day Committee on the parade and ceremony proceedings of the day. Mr. Castriotta presented a proclamation from Governor Deval Patrick in recognition of Memorial Day that Representative Kim Ferguson had transported to Hubbardston. He requested a thank you letter be sent to Representative Ferguson.

Ms. Peterson reported the **request for proposals for municipal/recreational land** will be opened at Noon on June 8th. Two proposals have been received to date.

Clerk Debra Chamberlain has sent a letter to the Board regarding her job descriptions/classification for Police Department Clerk and Municipal Finance Clerk. The Board will review the letter and discuss at the June 20th meeting.

Ms. Peterson reported the Town Charter Committee will be requesting their terms be extended for another year. There are now two government openings on the committee.

The Board reviewed correspondence.

Mr. Bullock reported he would be reducing his hours to Mondays on meeting nights and on the odd week his days in the office could vary.

Ms. Peterson reported the 2009 Annual Report is completed and will be going to the printer soon. The 2010 report is still being compiled and her goal is to complete after town meeting. Ms. Peterson requested the Board move on dedicating the report to Claudia Provencal. A citizen's petition was submitted in April requesting the 2010 annual report be dedicated to her due to her wonderful work with the senior community.

Motion: E. Newcomb

2nd: M. Stauder

To dedicate the 2010 Annual Report to Claudia Provencal
Vote: All in Favor

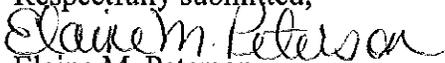
Ms. Peterson will prepare a dedication to be presented at Town Meeting tomorrow.

Mr. Castriotta left the meeting to telephone Mr. Pitney. Mr. Castriotta returned and reported Mr. Pitney did not think he had to appear tonight. He will be rescheduled for the next meeting.

Tom Bratko stepped forward and presented an Open Meeting Law complaint to the Board.

Motion: M. Stauder
2nd: E. Newcomb
To adjourn at 7:21 PM
Vote: All in Favor

Respectfully submitted,


Elaine M. Peterson
Town Secretary

Approved: June 20, 2011