MINUTES
BOARD OF SELECTMEN
September 26, 2011
Slade Building

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

Staff present: Brian Bullock, Town Administrator; Elaine Peterson, Town Secretary; Larry Brandt, Building Commissioner; Dennis Perron, Police Chief;
Bob Hayes, Fire Chief

Others present: David Klinch, Tom Howlett, Walter Ducharme, Paul Sweeney, Paul Flint, Ed Blanchard, Finance Committee Chair

Meeting was called to order at 6:38 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 conflict 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.

Warrant #7

Motion: M. Stauder 2nd: E. Newcomb
To approve Warrant #7 in the amount of $156,049.54 Vote: All in Favor

Open Agenda

Conservation Commission member David Klinch appeared to request to raise the Conservation Commission site inspection fees be raised from $40.00 to $50.00. He stated most inspections take from forty- five minutes to an hour and a half and the fee has not been raised for several years.

Motion: M. Stauder 2nd:E. Newcomb
To approve the fee increase from $40.00 to $50.00 for site inspections Vote: All in Favor

Mr. Klinch reported on the request by Paul Flint for burial of his son at 64 Pitcherville Road. He stated there is a stream on the property that is part of the sand and gravel aquifer in the area. He stated it does not appear to be an environmental concern regarding placing a concrete vault on the property. He will meet with the commission members and send a letter to the Board. Ms. Peterson reported the Board of Health Clerk has heard back from the DEP and the site will not be affecting any public water supply. The Board is still waiting for legal counsel opinion. A deed restriction will also have to be filed. Mr. Newcomb speaking as a Cemetery Commissioner said burial on private property has been done in the past, and there are two other graves on that

property. The family should consider setting up a trust fund for future care. Mr. Klinch thanked the Board and exited the meeting.

Mr. Castriotta entered the meeting at 7: 55 pm

Fire Chief Hayes presented to request authorization to enter into a one year lease agreement for the purchase of a 2007 Ford F–250 Extended Cab Truck. This was approved at 2011 Annual Town Meeting in the amount of $25,000.00 over two years for the purchase with $12,500.00 available in FY'12 and
the remaining $12,500.00 in FY'13. In order to purchase the vehicle this year, a one year lease is required.
Motion: M. Stauder 2nd: M. Castriotta
To authorize Fire Chief Hayes to apply for the lease for the 2007 Ford F-250 Extended Cab Vote: All in Favor

Mr. Paul Flint appeared regarding the previous request for burial. Mr. Newcomb stated it had been discussed and to contact Board of Health Chair Tom Larson. Mr. Flint thanked the board and exited.

Lapsed Class II Auto Dealer License Updates
Building Commissioner Larry Brandt presented an update on two lapsed Class II auto dealer licensees. Mr. Brandt reported he met with the owner of
L& J Enterprises/Jon's Auto, Jon Jonsson, on September 14th. Mr. Brandt reported Mr. Jonsson has been on the road in several states for months, travelling to make ends meet. Mr. Jonsson has hired a driver as there is no business in the garage as he is not home to work there. Mr. Jonsson informed Mr. Brandt that he has not had enough money to approach the Board to reapply for his Class II license. Mr. Brandt spoke to him about the junk in his yard. Mr. Brandt stated Mr. Jonsson told him the majority is left there for parts for future repair work. Mr. Jonsson is hoping work will come back if he gets his Class II license reinstated. Mr. Brandt reminded the Board of the bylaw violation letter sent in December 2010 regarding the extra cars on the property. Mr. Brandt reported Mr. Jonsson does not believe the bylaw violation will be enforced. Mr. Newcomb stated Mr. Jonsson has not approached the Board although invited to come in. The Board requested Mr. Brandt research how many vehicles remain and the accrued fines to date. Mr. Brandt stated if the Board sends a letter to Mr. Jonsson they should also send a letter to the owner of Second Shift Garage, Ray LaJoie, Jr.
Mr. Brandt has reviewed the Second Shift Garage file and over the years although Mr. LaJoie has promised to clean up the property, it has not been done. There is also another issue of the ongoing construction on the building. Mr. LaJoie only has a temporary occupancy as he has stated he has not had the money to finish. Mr. Brandt suggested communicating with a junkyard to get an estimate on what is paid for scrap cars pickup. The money earned from selling the vehicles for scrap metal could be used to finish the construction. Mr. Brandt will get the requested information back to the Board and another letter will be sent to the lapsed licensees.

Building Inspector Office Hours Changes

Mr. Bullock broached the subject of Mr. Brandt working during some daytime hours rather than holding all evening hours. He stated Mr. Brandt being unable to attend staff and other meetings when important budget and other useful information is shared. It is also cumbersome for his clerk who needs Mr. Brandt's guidance on questions when there are no overlapping hours. Lastly, there are businesses and residents who may want to contact him during the daytime. Mr. Brandt stated he had just signed a three year contract with Berlin for 12 to 3 pm, Monday through Friday and his Templeton office hours start at 6 am Monday through Friday. Mr. Brandt stated he comes to Hubbardston for 3 p.m. Tuesdays through Thursdays to do inspections. He suggested he might be able to try to come here earlier in the day and perform inspections after office hours. Mr. Brandt will also talk to his clerk about the possible change of office hours. Mr. Brandt reported that in July and August in Hubbardston there was more activity but it has slowed down again and if at some point the economy picks up he will need to have more hours here. Mr. Brandt thanked the Board and exited the meeting.

Paul Sweeney, scheduled to request to place a permanent event sign on the Main Street side of the Hubbardston Center School, did not keep his appointment.

Mr. Stauder stepped out of the meeting.

Police Personnel Changes

Police Chief Perron presented the resignation of part-time officer Michael McGrath. Officer McGrath has taken a full-time position with the Concord Police Department.

Motion: M. Castriotta 2nd: E. Newcomb

To accept the resignation of Michael McGrath effective September 8, 2011 with regret Vote: All in Favor

Chief Perron reported Officer Timothy Minor has completed his probation period and requested a wage increase in compliance with the collective bargaining agreement.

Motion: M. Castriotta 2nd: E. Newcomb

To authorize the wage increase of Police Officer Timothy Miner to $20.22 effective September 15, 2011 Vote: All in Favor

Minutes Approval

Motion: M. Castriotta 2nd: E. Newcomb

To approve the minutes of September 12, 2011 as written Vote: All in Favor

Appointment

Cultural Council Chair Laura Milko has requested appointing Carla Jones. The vacancy was posted on the website and Ms. Jones was the only resident to apply.

Motion: M. Castriotta 2nd: E. Newcomb

To appoint Carla Jones to the Cultural Council with term to expire June 30, 2014 Vote: All in Favor

Mr. Stauder returned to the meeting.

Highway Department Hire/ Wage Authorization
Highway Superintendent Lyn Gauthier has received the resignation of truck driver/laborer Brian Sena effective September 16th. Mr. Gauthier requested to hire Michael Griffith as a full-time driver/laborer effective September 27, 2011. Mr. Griffith has plowed as a seasonal driver for the town.
Motion: M. Stauder 2nd: M. Castriotta
To hire Michael Griffith as full-time driver/laborer with a wage authorization of $15.97 per hour effective September 27, 2011
Vote: Mr. Castriotta- yes, Mr. Stauder- yes, Mr. Newcomb- abstained

2011 Freightliner Lease to Purchase
Superintendent Gauthier has submitted paperwork for a four year lease to purchase a 2011 Freightliner. The total cost will be $133,710.00 at an annual percentage rate of 6.1 %. Mr. Blanchard questioned the interest rate on the lease/purchase. The Board requested looking for a lower rate if possible.
Motion: M. Castriotta 2nd: M. Stauder
To authorize Vice Chair Stauder to sign the lease/purchase paperwork for the 2011 Freightliner on behalf of the Board
Mr. Castriotta- yes, Mr. Stauder- yes, Mr. Newcomb- abstained
(Post Meeting Note: Treasurer Jim Dunbar was able to obtain a reduction to 5.85 %.)

First Parish Unitarian Update: Mr. Bullock reported that Kopelman & Paige Attorney Klein had reported that Church Legal Counsel Aveni had drafted a right of first refusal. The Board is still waiting to hear from the national church association. Mr. Bullock will remind all concerned of the October 1st deadline set by the Board for a determination.

Other Business:
Mr. Howlett asked about the status of the removal of the Main Street flagpole at Center School. Mr. Bullock will follow up with the Highway Superintendent.

Ms. Peterson requested how the Board would like to proceed in regards to the letter received from Seaboard Solar asking for an appointment.
Mr. Bullock reminded the Board that it should be for informational purposes only as procurement requires sealed bid requests for proposals.
Ms. Peterson will schedule an appointment.

Mr. Blanchard reported the Cronholm property located on Route 68 is for sale for $86,000. Mr. Blanchard suggested researching if Community Preservation Act funds could be used to purchase as the town's septic system is located next to the property and thought it might be a possible location for a future senior center. Mr. Bullock will research.

Mr. Castriotta asked if there was a date set for a Fall Special Town Meeting. Mr. Bullock stated no staff currently has any requests for STM. However Town Charter Committee Chair Jamie Pitney would like to present a town charter draft.

Mr. Stauder requested information regarding the sewer and septic feasibility study being conducted by Weston and Sampson. Mr. Bullock will contact them and ask for an update.

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Correspondence was reviewed.

Motion: M. Stauder 2nd: M. Castriotta
To enter into Executive Session to discuss complaints against a public officer, employee, staff member, or individual and to adjourn to Open Session
Vote: Mr. Newcomb- yes, Mr. Stauder-yes, Mr. Castriotta- yes

Executive Session Minutes Are Separate

Meeting adjourned at 8:02 pm

Respectfully submitted,
Elaine M. Peterson
Elaine M. Peterson,
Town Secretary

Approved: October 11, 2011