

**BOARD OF SELECTMEN  
MINUTES  
JUNE 4, 2012  
SLADE BUILDING**

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

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

**Others present:** Walter Ducharme, Tom Howlett, Tom Colyer, Tony Ciriello, John Hoey, William Murray, Ed Blanchard, Chris Norcross, Stamatia Frangos, Demetra Ourdas

Meeting was called to order at 6:37 pm

**Roads Construction Update**

Tony Ciriello and John Hoey of Milone & McBroom and William Murray of Places Site Consultants, Inc. reported on the roads construction project for Healdville, Hale, Ragged Hill and Grimes Road. To date, site visits, photo documentation, pavement condition and drainage assessments have been conducted. Various conditions of weak pavement sections (shoulders), pavement deterioration, limited paved width, and base failure have been noted. Wetlands have been delineated. 75% of the topographic survey, utility and right of way research and CAD mapping have been completed. Other tasks completed are Dig Safe mark-outs, coordination with the excavator, test pit(s) observation, soil samples, lab analysis and pavement recommendations.

Current tasks in progress include planning, specifications, estimates and bid document preparation as well as preparing a Notice of Intent for the Conservation Commission, Scenic Roads review by the Planning Board and the environmental notifications for tree removals and road widening. Mr. Ciriello presented a tentative timeline for the project, adding they hoped to begin construction sometime in October.

**Open Agenda:**

Memorial Day Committee member Tom Colyer reported on this year's ceremony. He informed the Board that he and his wife Andrea would like to volunteer for next year's celebration. Mr. Colyer noted that interest appeared to drop off. He believed the drop off in parade attendance is due to repetition of the same ceremony every year. He reported he had a bagpipe player from Vermont who marched and played Amazing Grace this year. Kim Ferguson participated in the ceremony as her last year as Hubbardston's State Representative. Mr. Colyer presented a proclamation from Governor Patrick that Ms. Ferguson had wanted to present to the Board at the ceremony, but no Selectmen were present in that capacity. Mr. Stauder had been marching with his daughter for another organization. Mr. Colyer stated he would personally invite the Selectmen to participate next year. Mr. Colyer reported he would also be increasing the publicity around the event

next year. He would like to invite the Monty Tech ROTC to march also. Mr. Colyer spoke about the Quabbin Band participating more often as well as other organizations. He also reported on the Town Common flag. Ms. Peterson has purchased an 8 x 12 foot, appropriate for the height of the pole. But the clips are so worn that he did not want to leave the flag on the pole until new ones are in place for fear with high winds the flag would rip the clips off. Mr. Colyer reported a flag pole light will be installed sometime soon so the flag is displayed properly and eliminating the need to be removed and raised every day. Mr. Colyer also stated due to the past two flags disappearing mysteriously overnight, he and Mr. Norcross would be installing a cleat higher up on the pole so anyone on the ground would not be able to reach it.

Mr. Colyer also noted the grass on the common had been mowed but was so high by the time it was mowed should have been raked. He recommended better supervision of the seasonal mowers before the ceremony next year.

Mr. Colyer thanked Ms. Peterson for her involvement in centrally coordinating the Memorial Day parade and ceremony over the past six years. He also thanked the Board and asked for any suggestions for next year.

Finance Committee Chairman Ed Blanchard presented a draft for an Annual Town Meeting flier regarding more information about Article 8. Mr. Stauder asked if the FinCom had reviewed and voted on the flier. Mr. Blanchard stated they did not. Mr. Stauder asked if they would be meeting before the town meeting. Mr. Blanchard stated no. Mr. Stauder cautioned Mr. Blanchard on presenting the flier as a document created by the FinCom without committee vote and approval. Mr. Blanchard stated he appreciated Mr. Stauder's comments.

William Murray wondered about the need for a Capital Improvement Planning Committee. The committee's terms have expired and they do not have a quorum currently. He asked the Selectboard to consider if it is necessary.

Mr. Blanchard stated he read the article in the Barre Gazette on candidates and spoke to Mr. Newcomb's comment regarding the FinCom wanting "to get their hands on ambulance revenue." Mr. Newcomb replied Mr. Blanchard has stated just that. Mr. Blanchard wanted to correct the FinCom had voted to place ambulance revenue in an Enterprise Fund and was not looking to get their hands on the revenue.

#### **Liquor License Transfer Hearing**

Mr. Newcomb read the newspaper hearing notice.

*"The Board of Selectmen of Hubbardston has scheduled a public hearing upon the application for Transfer of a Restaurant Wine & Malt License from STG Pizza Corporation, d/b/a Pizza Palace, 53 Gardner Road, Hubbardston, Stamatia Frangos, Manager; to Nicel, Inc., Demetra T. Ourdas, Manager; 86 Venus Drive, Worcester, MA, 01605. The premises are described as a one-floor, 2000 square foot restaurant, with a 12 x 20 foot outdoor patio. Interested parties should present themselves at the*

*Selectboard Office, 7A Main Street, Hubbardston, MA on Monday, June 4, 2012 at 7:15 PM.*”

**Motion: E. Newcomb**

**2<sup>nd</sup>: M. Stauder**

**To open the public hearing at 7:15 pm**

**Vote: All in Favor**

Ms. Frangos, current owner, and Ms. Ourdas, the future owner/manager if the license transfer is approved attended the meeting. Ms. Peterson reported this was a transfer of an existing wine and malt restaurant license contingent on a sale agreement. The applicant was also applying for a common victualer license and automatic amusement device(s) license.

**Motion: E. Newcomb**

**2<sup>nd</sup>: M. Stauder**

**To approve the transfer of the wine and malt restaurant license to Nicel, Inc. as presented**

**Vote: All in Favor**

**Motion: M. Stauder**

**2<sup>nd</sup>: E. Newcomb**

**To approve the common victualer and automatic amusement devices license to Nicel, Inc.**

**Vote: All in Favor**

Ms. Peterson informed Ms. Ourdas that she would be mailing the license application tomorrow and then they need to wait for notification from the Alcohol Beverage Control Commission for approval. Ms. Frangos and Ms. Ourdas thanked the Board and exited the meeting.

### **Town Meeting changes**

Mr. Bullock stated he had sent out an email to the Board to request to change the amount in Article 7 from \$524, 709.00 to \$518,724.00, a reduction of \$5,985.00. Mr. Bullock noted the Planning Board had not held a hearing on the proposed junk removal by-law, so the Board should request to take no action on the town meeting floor.

Mr. Stauder requested clarification on the increase in the Assessors' expense account. Mr. Bullock reported it had increased due to the need for certification training as required by the state for two assessors and their clerk.

Mr. Stauder asked about the Computer Maintenance line item increase. Mr. Bullock reported this is for a support/maintenance agreement for town computers instead of calling and paying \$100 per hour for computer repair as needed. It also includes increases in licensing also.

Mr. Stauder asked if Mr. Newcomb wanted to reconsider supporting the purchase of the land for the Senior/Community Center for \$100,000.00. He believed it has taken a life of its own from the original concept of a senior center. Mr. Newcomb stated it depended where the land is and how many acres and what it would be used for besides a community/senior center. Mr. Newcomb also recommended designating new affordable housing land after selling the Ragged Hill Road lots. Mr. Norcross asked who determines who gets the land and what it is used for? Mr. Blanchard offered the FinCom position,

stating the town would be more eligible for grant funding if they had land and would show a commitment from the town. Mr. Stauder did not believe we should be asking for \$100,000 without a plan of action when we need so much more for the schools. Mr. Blanchard pointed out this amount will sit a municipal capitalization account until we need it.

Mr. Castriotta entered the meeting at 7:39 pm.

The Board reviewed who would provide explanations and answer questions for each article on the special and annual warrants.

**Municipal Lien Request**

Ms. Peterson presented a request from the Board of Health to place a lien on the property of Barbara Blyther of 6 New Templeton Road for reimbursement of payment for a well pump repair. The bill was paid out of the Holden Hospital Account in the amount of \$1,160.00. Once the home is sold, the money can be returned to the town.

**Motion: M. Castriotta**

**2<sup>nd</sup>: M. Stauder**

**To approve placing a lien on the property at 6 New Templeton Road**

**Vote: All in Favor**

**Grant Contract Request**

Ms. Peterson presented a grant contract from the Emergency Management Director for \$2,000.00. There are no required matching funds. Training from the Fire Department will be considered an "in services match". The contract is to purchase 8 two-way radios along with peripherals, software programming and cable.

**Motion: M. Castriotta**

**2<sup>nd</sup>: M. Stauder**

**To authorize the Chair to sign the grant contract for \$2000 for Emergency Planning**

**Vote: All in Favor**

**Transfer Request Ch.44, section 33B**

Ms. Peterson presented a request to transfer \$1,327.00 from wage adjustment to Fire Chief Salary. This was missed when all the other wage adjustments were presented.

**Motion: M. Stauder**

**2<sup>nd</sup>: M. Castriotta**

**To approve the transfer from Wage Adjustment #01-116-5200 to Fire Chief Salary #01-220-5100 and authorize the Chair to sign the transfer request**

**Vote: All in Favor**

**Liquor License Violation Letter**

Ms. Peterson reported she had spoken to the Alcoholic Beverages Control Commission (ABCC) regarding the fundraiser at the Ron Burton Sports Camp in May. It had been determined two licenses should have been applied for; a Special License for the whiskey and malt tasting and a Charity Wine Fundraising License for the wine. She presented a letter written on behalf of the Board for signatures to the fundraiser coordinator. A copy will be sent to the ABCC.

**Motion: M. Stauder**

**2<sup>nd</sup>: E. Newcomb**

**To approve and sign the letter concerning the liquor license violation**

**Vote: All in Favor**

**Chapter 90 Project Request**

Ms. Peterson presented a Chapter 90 request for replacing 180 feet of collapsed culvert pipe on Gardner Road from pole number 26-28, in the amount of \$12,045.00. Mr. Newcomb stated it was in the area of Lovewell Cemetery.

**Motion: M. Castriotta**

**2<sup>nd</sup>: M. Stauder**

**To approve the Chapter 90 project request for \$12,045.00**

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

Ms. Peterson presented a wage authorization for a new Cemetery Seasonal hire. Mr. Norcross reported he would be replacing another person due to illness. Mr. Newcomb clarified this was not a supervising job but pay rate is based on his experience.

**Motion: M. Castriotta**

**2<sup>nd</sup>: M. Stauder**

**To approve the hire and wage authorization of \$10.48 per hour for William Homans**

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

Mr. Bullock asked if the Board required TIPS (T.I.P.S. - Training and Intervention Procedures for Servers of alcohol) Certification for liquor license applicants. The Board stated they were not aware of this. Ms. Peterson offered to recommend taking the training via letter when she mails the license, if approved. The Board thanked Mr. Bullock for the information.

**Appointment Requests:**

Ms. Peterson presented a list of appointments requested by the Police Chief.

**3 Year Appointments**

Chief Dennis Perron

Sergeant Robert Forte

Patrolman Ryan Couture

**1 Year Appointment**

Patrolman Nicholas Malnati- Probationary Full-time

**1 Year Appointment- Part-time Officers**

Patrolman Scott Tibert

Patrolman James Halkola

Patrolman Scott Chatigny

Patrolman Thomas Perry

Patrolman Robert Fagundes

**Motion: M. Stauder**

**2<sup>nd</sup>: E. Newcomb**

**To approve the appointments as listed with an amendment to Chief Perron's term to one year**  
**Vote: Mr. Castriotta- yes, Mr. Stauder- yes, Mr. Newcomb – abstained**

The Board of Health representative for the LID BY-Law Committee has been designated as Tom Larson.

**Motion: M. Castriotta**

**2<sup>nd</sup>: M. Stauder**

**To appoint Tom Larson as the Board of Health representative for the LID By-law Committee, term to expire June 30, 2013**

**Vote: All in Favor**

**Minutes Approval**

**Motion: M. Stauder**

**2<sup>nd</sup>: E. Newcomb**

**To approve May 21, 2012 minutes as written**

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

**Motion: M. Stauder**

**2<sup>nd</sup>: M. Castriotta**

**To approve May 7, 2012 minutes as written**

**Vote: All in Favor**

**Board of Health Fax Machine Expense**

Ms. Peterson reported she sent a memo to the Board of Health requesting they discontinue using their fax machine line due to the expense of a separate line.

While reviewing phone bills during preparation for the budget planning process, Ms. Peterson noticed the Town has paid \$399.89 to date for the individual fax line for the Board of Health office to receive 13 faxes over the past twelve months. This averages \$33.32 per fax. The BOH clerk is not in opposition of discontinuing the use of the fax line as there are other common fax machines in use.

**Warrant # 25**

**Motion: M. Stauder**

**2<sup>nd</sup>: M. Castriotta**

**To approve Warrant #25 in the amount of \$131,268.05**

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

Ms. Peterson requested a confirmation from the Board of the nomination for dedication of the 2011 annual report to Tom Howlett. All concurred.

**Agreement between the Teamsters Union Local 170 and the Town**

Mr. Bullock reviewed the highlights and changes of the union contract. Mr. Castriotta applauded the negotiating skills of Mr. Bullock.

The agreement is a three year contract and calls for a fifty cents per hour wage increase each year. Changes to uniforms include one additional work jacket and five safety tee shirts per year. Additionally for every four month period that a covered employee doesn't use sick leave, he shall be credited with one additional vacation day.

Regarding vacations, the town reserves the right to limit vacation leave usage so that only one covered employee is on leave at any time, unless the Town employs more five or more covered employees.

**Motion: M. Castriotta**

**2<sup>nd</sup>: M. Stauder**

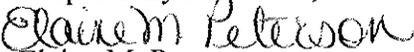
**To ratify the Teamsters Union Local 170 agreement with the Town of Hubbardston from July 1, 2012 through June 30, 2015 as presented**

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

**Motion: M. Castriotta**  
**To adjourn the meeting at 8:15 pm**

**2<sup>nd</sup>: M. Stauder**  
**Vote: All in Favor**

Meeting adjourned at 8:15 pm

Respectfully submitted,  
  
Elaine M. Peterson  
Town Secretary

Approved: June 26, 2012