

**BOARD OF SELECTMEN
MINUTES
AUGUST 20, 2012
SLADE BUILDING**

Members present: Michael Stauder, Chair
Matthew Castriotta, Vice Chair
Chris Norcross, Clerk

Staff present: Brian Bullock, Town Administrator; Elaine Peterson, Town Secretary;
Donna Erickson, Treasurer

Others present: Ed Blanchard, Finance Committee Chairman; Tom Bratko

Meeting commenced at 6:35 pm

Discussion ensued about the QRSD regional meeting between the Selectboards and Finance Committees that occurred in New Braintree on August 15, 2012. Mr. Norcross reported he had attended that meeting. Sherry Patch, Hardwick Town Administrator, is also a member of the Central Massachusetts Regional Planning Committee (CMRPC) and will be contacting each town to see which unfunded state mandates are hitting each town the hardest. Mr. Norcross added some sentiment was that the towns should stick together and let the Department of Education come in and settle the matter. Others believed the school budget should be level funded. Mr. Blanchard asked Mr. Bullock what his thoughts were. Mr. Bullock stated he preferred Hubbardston to address their assessment. Mr. Norcross did not believe two of the five towns would not support the new assessments. Mr. Blanchard stated this was just a fix for next year but we will have the same situation next year.

Ms. Peterson reported a letter had been received from 48 Gardner Road Management, regarding overdue rent for the Fire Department for the months of July and August. She suggested amending the warrant amount to cover the overdue rent rather than make the landlord wait another two weeks for the rent check. Mr. Stauder requested Fire Chief Hayes appear at the next meeting to report on the overdue rent situation.

Warrant #4

Motion: M. Castriotta

2nd: C. Norcross

To approve amended Warrant #4 in the amount of \$138,135.99

Vote: Mr. Stauder-abstain, Mr. Norcross-yes, Mr. Castriotta-yes

Wage Authorization and Offer Letter for New Treasurer

Mr. Bullock introduced Donna Erickson to the Board members. Mr. Bullock presented the offer letter and wage authorization for newly appointed Treasurer Donna Erickson. Ms. Erickson will be working between 10- 15 hours per week. Her hours will be Monday evenings from 6- 9 PM and Friday afternoons from 2 – 6 PM. The remaining hours will be worked out and off-site hours may also be approved as necessary.

Motion: M. Castriotta

2nd: C. Norcross

To approve the wage authorization for Donna Erickson in the amount of \$32.50 per hour effective July 30, 2012 and authorize Chairman Stauder to sign the offer letter

Vote: All in Favor

*Board of Selectmen
August 20, 2012*

Warrant #4

Motion: M. Castriotta

2nd: C. Norcross

To approve amended Warrant #4 in the amount of \$138,135.99

Vote: Mr. Stauder-abstain, Mr. Norcross-yes, Mr. Castriotta-yes

Two letters were signed for the recording of the removal of properties from 61B status (Agricultural/Recreational) located on Williamsville Road and Bemis Road. The Registry of Deeds had not accepted the previous letters as they were not notarized. This was previously voted and approved at other Selectboard meetings. The Board signed the letters and Ms. Peterson notarized them.

Ms. Peterson presented a certificate of commendation for signatures for Eagle Scout Zachary Charland. Zachary's Eagle Scout Service Project involved repair of a section of fence at the Town Cemetery on Hale Road. He led a team of Scouts and adult volunteers to gather donations of materials and remove broken fence sections, rebuild, and paint. The result is an attractive improvement that the Town otherwise could not afford.

Ms. Peterson presented a letter of sincere thanks for signatures to Lucinda Oates for her 12 years of service.

RFP for Municipal Land Acquisition.

Mr. Bullock acknowledged helpful suggestions from Ed Blanchard, Paul Hale and William Murray in the creation of the second draft of the request for proposals for purchase of land for a new municipal building. He asked for guidance on how much land should be sought. It was decided to seek at least six to ten acres of land. Mr. Stauder expressed opinion that the RFP was premature as the Town does not know what they need yet.

Motion: M. Castriotta

2nd: C. Norcross

To release the Request for Proposals as submitted

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

Building Needs Study Award Recommendation

Mr. Bullock reported he had provided a copy of proposal from Lamoreaux Pagano & Associates, Inc. for the building needs study. The proposal consists of two parts. Part 1 will focus on an inventory of spatial requirements and an assessment of existing buildings to support the current and future services needs of Hubbardston. Part 2 will assess and compare options for solving the short and long term capital needs of each department. Mr. Bullock has worked with this firm before and believes they are competent and thorough. Their quote came in at \$6,600.00.

Motion: M. Castriotta

2nd: C. Norcross

To award the contract between the Town and Lamoreaux Pagano & Associates, Inc. for \$6,600.00 and authorize Town Administrator to sign the contract

Vote: All in Favor

Ms. Peterson presented service agreements approved at a recent Selectboard meeting for the Highway Department.

Motion: M. Castriotta

2nd: M. Stauder

To sign the contracts as presented

Vote: All in Favor

Ms. Peterson presented an Equitable Sharing Agreement and Certification from Police Chief Perron.

This is an annual report to the Department of Justice for \$325.35 deposited in a DEA Law Enforcement Trust account as a result of a past drug forfeiture.

Motion: M. Castriotta

2nd: C. Norcross

To authorize the Chairman to sign the Equitable Sharing Agreement and Certification

Vote: All in Favor

Motion: M. Castriotta

2nd: C. Norcross

To approve the July 30, 2012 meeting minutes as submitted

Vote: All in Favor

Mr. Bullock presented the intermunicipal agreement for Animal Control between Gardner, Hubbardston and Templeton. Each town will be billed based on population. This provides 24/7 coverage. The animal control vehicle may be credited at some point towards the Town. Mr. Bullock reported there still remains some dispute on the previous fiscal year bill submitted to the Town from Templeton. Hubbardston's share will be \$13,000.00.

Motion: M. Castriotta

2nd: C. Norcross

To sign the intermunicipal agreement between Hubbardston, Gardner & Templeton as submitted

Vote: All in Favor

Ms. Peterson reported a Heritage Bible Chapel women's triathlon road race has been scheduled for August 25th; the event would involve swimming at Comet Pond, bike riding from Route 68 to Route 62 and entering into Princeton. Insurance coverage has been provided.

Motion: M. Castriotta

2nd: C. Norcross

To approve the triathlon event on August 25, 2012

Vote: All in Favor

Ms. Peterson reminded the Board of the request for the 3K Tough Mudder request from Central Mass. Young Life scheduled for September 22, 2012. The item will be placed on the September 10th agenda for a final decision. Ms. Peterson added there was a car accident on Main Street on July 28th during the boot drive held by the group. The Board requested Mr. Bullock revise a policy that would not permit any future boot drives. This will be on the September 10th agenda as well.

Ms. Peterson reported there could be a deadlock on voting to sign the land transfer documents to the First Parish Unitarian Church since Mr. Castriotta will not be attending the August 27th meeting. The Board requested rescheduling to September 10th meeting.

Mr. Bratko inquired about any progress on former Class II auto dealer Jon Jonsson cleaning up his property which is adjacent to the Bratko's property. He requested placing a deadline on Mr. Jonsson for completion of removing the junk cars, buses and old trailers. Mr. Stauder explained there is no means to impose fines currently. Mr. Castriotta stated the Building Commissioner is working with Mr. Jonsson to clean up the property. The Board requested Ms. Peterson to invite Planning Board Chairman Dymek to the next meeting to discuss the proposed town general bylaw for junk metal at the annual town meeting.

Mr. Blanchard asked about the request to the Finance Committee for a \$5,000.00 reserve fund transfer to pay for removal of an abandoned derelict building located on Iroquois Avenue. Mr. Stauder stated it was an unanticipated expense. Mr. Bullock stated there is no other resource for funding. Mr. Blanchard suggested looking at the Holden Hospital Board of Health account as it appears to be a health hazard. Mr. Bullock stated it was created for emergency services and asked why this property wasn't appropriate for a controlled burn. Mr. Blanchard reported the floors aren't stable enough to support the firefighters. Mr. Blanchard asked what the town does if the reserve fund transfer does not get approved and we can't

use the Holden Hospital funding. Mr. Blanchard asked why the owner isn't asked to turn over the property to the town if the town is taking on the responsibility of disposing of the building. We can't just keep removing houses and paying for that and getting nothing back in return. Mr. Bullock suggested requesting the deed to the property before doing anything. Mr. Blanchard suggested offering the property to the abutters.

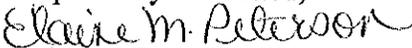
Mr. Blanchard asked if there was an update on the Phillips/55 Old Boston Turnpike appeal. Mr. Bullock will check on this with Kopelman & Paige, PC.

Mr. Norcross reported on a complaint made to him regarding drainage work on Route 68. He reported the Highway Department had subcontracted the job to someone who then turned around and hired another unlicensed contractor to do the drainage work. Mr. Norcross stated the Town is subcontracting a job that they could be doing themselves. He stated he had asked Superintendent Gauthier about it who stated our highway crew is not capable enough to do the work. Mr. Norcross stated the whole process should be examined. Mr. Bullock suggested asking Mr. Gauthier to report on it at the next Board meeting.

Mr. Bullock added some discussion should occur regarding what happens when the Highway Foreman retires at the end of September.

**Motion: M. Castriotta
To adjourn the meeting at 7:43 pm**

**2nd: C. Norcross
Vote: All in Favor**

Respectfully submitted,

Elaine M. Peterson
Town Secretary

Approved: September 24, 2012.