

**BOARD OF SELECTMEN
OCTOBER 9, 2012
Slade Building
MINUTES**

Members present: Matthew Castriotta, Vice Chairman
Chris Norcross, Clerk

Member not present: Michael Stauder, Chairman

Staff present: Brian Bullock, Town Administrator; Elaine Peterson, Town Secretary;
Joyce Green, Town Clerk

Others present: Tom Howlett, Walter Ducharme, William Murray, John Nason

Meeting called to order at 6:33 p.m.

Elections Warrant:

Town Clerk Joyce Green presented election warrants for the presidential primary and the local election to establish a town charter. The Board signed the warrants.

Wage Authorizations:

Ms. Peterson presented wage authorizations for election workers and constables submitted by Town Clerk Green.

Motion: C. Norcross

2nd: M. Castriotta

To approve the wage authorizations as presented

Vote: All in Favor

Ms. Peterson presented wage authorizations for Board of Health flu clinic coverage/medical billing and training the new Land Use Clerk for former clerk Lucinda Oates.

Motion: C. Norcross

2nd: M. Castriotta

To approve the wage authorization for Lucinda Oates at \$16.68/per hour effective October 4, 2012

Vote: All in Favor

Motion: C. Norcross

2nd: M. Castriotta

To approve the wage authorization for Erin McCarthy at \$12.77 /per hour effective October 4, 2012

Vote: All in Favor

Ms. Green thanked the Board and exited the meeting.

Warrant #8

Motion: C. Norcross

2nd: M. Castriotta

To approve Warrant #8 in the amount of \$153, 258.31

Vote: All in Favor

Open Agenda:

Community Center Committee members William Murray and John Nason stated they were interested in any results from the request for proposals (RFP) for municipal land use. Mr. Bullock reported there were no submissions but there was a letter from the Cronholms, who owned property on Route 68, stating they did not have enough time to prepare for the RFP.

Mr. Murray stated he did recommend at a previous Selectboard meeting that the Cronholm property would be a good opportunity for future municipal use especially for getting sewer installation on Main Street as well as a wastewater treatment plant there and a low yield town well with some land available for town use. It is contiguous to DCR land. He encouraged the Board to not let this go by. The Cronholms have a lot of data already regarding wetland delineation, endangered species habitats etc. on the eighty-eight acres. Mr. Bullock asked to meet with Mr. Murray for more discussion.

Mr. Bullock and Mr. Murray will go visit the property next week. Mr. Nason reported the committee is also working on the state land option. Senator Brewer has contacted the committee and would like to meet with them. Representative Gobi is also coming to visit with the Council on Aging on Thursday.

Thank you letters to Representatives Ferguson and Gobi and Senator Brewer and staff were presented for signatures for their assistance in getting the town charter through in time to the Governor's office. The Board signed the letters and requested Ms. Peterson hold them for Mr. Stauder to return from vacation for him to sign.

Minutes of September 24, 2012

Motion: C. Norcross **2nd: M. Castriotta**
To approve the minutes as written **Vote: All in Favor**

Periodic Inspection Contract with Regional Resource Group, Inc.

Motion: C. Norcross **2nd: M. Castriotta**
To authorize Vice Chairman Castriotta to sign the agreement with Regional Resource Group, Inc., 10 Monument Square, Suite 202, Leominster, MA 01453 for periodic inspection services **Vote: All in Favor**

Ms. Peterson reported the Assessors are budgeted in the amount of \$13,400 for the service to be performed by July 1, 2013. Mr. Bullock added they are required by law.

Assessors' Clerk Position

The Board discussed a suggestion by Mr. Bullock to reduce hours from 24 to 19 for the vacant Assessors' Clerk position. Mr. Bullock stated if the candidate requires health insurance, there is no funding available this fiscal year for that benefit.

The Board of Assessors has requested the position not be reduced as this is the bare minimum that a clerk would need to run the office efficiently.

Motion: C. Norcross

2nd: M. Castriotta

To recommend hiring at 19 hours for the vacancy and request working with R.R.G. Inc to make up the difference or request a reserve fund transfer from the Finance Committee

Vote: All in Favor

Motion: C. Norcross

2nd: M. Castriotta

To enter into Executive Session for Reason #2, to conduct strategy sessions in preparation for negotiations with non- union personnel or contract negotiations with non-union personnel and to immediately adjourn at end of executive session

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

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

Motion: C. Norcross

2nd:M. Castriotta

To adjourn the meeting at 7:15 pm

Vote: All in Favor

Respectfully submitted,

Elaine M. Peterson

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Town Secretary

Approved: *November 19, 2012.*