

**BOARD OF SELECTMEN
MINUTES
SLADE BUILDING
MAY 19, 2014**

Members present: Matt Castriotta, Chairman
Michael Stauder, Vice Chairman
Daniel Galante

Member not present: Jeffrey Williams

Staff present: Anita Scheipers, Town Administrator; Elaine Peterson, Town Secretary; Troy Casey, Martin Scott, James Ares, Joyce Green

Others present: Joe Cataldo, Tom Bratko, Ed Blanchard, John Nason, Paul Hale

Meeting commenced at 6:37 p.m.

Open Session: Resident Tom Bratko announced he was running for Selectmen as a write in candidate. He will be present at Candidate's Night.

ID Badges Policy- Ms. Scheipers reported a MEMA grant has funded the ID badge system and supplies. The proposed policy establishes the Selectboard to determine who would need an ID badge. Would the Board approve the draft Town ID Badge Policy?

Motion: M. Stauder
To approve the id badge policy as presented

2nd: D. Galante
Vote: All in Favor

Community Needs Assessment:

Ms. Scheipers presented the draft Hubbardston Social, Economic, & Housing Needs Assessment. The town received around 180 responses to the survey. Based on survey results, CMRPC is seeing issues for housing costs. Ms. Scheipers stated she had received some feedback from Mr. Galante to request to double check some numbers. The public hearing will be on May 27th at 6:30 p.m. in the Slade Building.

Appointment:

Ms. Peterson stated Tom Robinson has requested to be appointed as Planning Board Associate. She also reported Treasurer Kristen Noel was never reappointed after last June. Her appointment would be retroactive from July 1, 2013 through June 30, 2014.

Motion: M. Stauder
To appoint both Tom Robinson and Kristen Noel as submitted

2nd: D. Galante
Vote: All in Favor

Election Warrant - the Board signed the Annual Town Election warrants.

Meeting Minutes Approval

Motion: M. Stauder

To approve Minutes of May 5, 2014 as presented

2nd: D. Galante
Vote: All in Favor

Request to Hire Part-time Officer

Ms. Scheipers reported Chief Perron has requested to hire Robert Fagundes as a part-time officer because the department has been shorthanded due to sickness/injury and vacancies. He is requesting to hire a part-time officer due to another upcoming vacancy. Officer Fagundes has worked for Hubbardston and left on excellent terms when he took a full-time position in Templeton. He would need no training as he has all his certifications, needing only a quick orientation.

Motion: M. Stauder

To confirm the appointment of Robert Fagundes as a part-time police officer

2nd: D. Galante
Vote: All in Favor

Interdepartmental Transfer Requests

The Board reviewed the following requests to transfer according to Chapter 44, section 33B:

- \$3,000 from Treasurer Tax Title 001-158-5300-0000 to Treasurer General Expense 001-145-5700-0000
- \$1,000 from Treasurer Certification 001-145-5190-0000 to Treasurer General Expense 001-145-5700-0000
- \$900 from Copier Expense 001-122-5400 to Slade Maint. 001-122-5210-0000
- \$100 from Copier Expense 001-122-5400 to Other Insurance 001-945-5740-0000
- \$400.00 from Selectboard Expense 001-122-5700-0000 to Other Insurance 001-945-5740-0000
- \$210.00 from Admin.Asst. 001-192-5110-0001 to Bldg. Inspector Salary 001-192-5110-0000

Motion: M. Stauder

To authorize Chairman Castriotta to sign the interdepartmental requests as submitted

2nd: D. Galante
Vote: All in Favor

Mt. Jefferson Road

Mt. Jefferson Road resident Joe Cataldo came in regarding the water runoff on his property. He wanted the town to be notified that he met with the highway superintendent in 2009 regarding the water runoff onto his Mt. Jefferson Road property. He asked that the town install a culvert up the road in case of future problems. He asked "Could the town consider installing a culvert in the future?" Mr. Castriotta suggested he meet with DPW Director Kilhart. Ms. Peterson will provide contact information and a copy of the letter to Mr. Kilhart.

Firefighter Union Recognition & Contract Signatures

The Board invited firefighters Casey, Ares and Scott to the table. The Selectboard and the firefighters signed the union agreement. Ms. Scheipers reminded there is an article on the ATM warrant authorizing moving ahead with the contract and authorizing the FY'14 budget changes as well. There is also a letter acknowledging Ms. Scheipers to sign the agreement

Motion: M. Stauder

To authorize Ms. Scheipers to sign the agreement addendum letter

2nd: D. Galante
Vote: All in Favor

The firefighters exited the meeting.

Town Administrator Report- See attached.
Ms. Scheipers reviewed her report with the Board.

DCR Land Swap Update-

Ms. Scheipers reported she had sent the appraisers report to the Board in advance of this meeting. DCR hired appraisers The Foster Company, out of Leominster. The appraisal states the DCR parcel is worth \$100,000 and the town- owned Mile Road property is worth \$45,000. The town could make up the difference by using the funding approved at ATM to make the deal work. The state is also interested in the Natty Pond Drive land locked property of 46 acres, but we are unsure what this property is worth. An article to offer this land to DCR as well is on the ATM warrant. Ms. Scheipers stated the town may need to add the land *and* cash depending on the appraisal. A suggestion was made to have a peer review on the first appraisal by Places Consultants, Inc. and not to exceed the cost of \$2000. Mr. Hale suggested using a neutral appraiser rather than a town hired engineer. Mr. Nason added that the town has been negotiating by email and he would like a face to face meeting with DCR. Ms. Scheipers stated negotiations will be done across the table at a later date. Discussion ensued using a peer review versus another appraisal.

Motion: D. Galante **2nd: M. Stauder**
To allocate up to \$2000 for the peer review of the first appraisal **Vote: All in Favor**

Mr. Hale asked if it is possible to change the previous meeting's motion for a perc test on the Gardner Road property to the Mile Road property. Discussion on whether there was a perc done already on Mile Road. The Board concurred.

STM/ATM Warrant Review

The Board discussed the agenda at the meeting and who would speak to each article. Mr. Stauder asked doing about the past year overview and the dedication of the 2013 Annual Report before the meeting. Mr. Blanchard asked what the cost of the employee pay study was. Ms. Scheipers stated \$14,000.

The Board recessed from 7:45 to 8:00 p.m. in order to wait for the invited party to the meeting. Meeting reconvened at 8:00 p.m.

Motion: M. Stauder **2nd: D. Galante**
To enter into Executive Session for Reason #1 at 7:56 pm

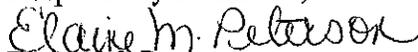
Vote: Mr. Castriotta- yes, Mr. Stauder –yes, Mr. Galante- yes

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

Motion M. Stauder **2nd: D. Galante**
To adjourn the meeting **Vote: All in Favor**

Meeting was adjourned at 9:44 p.m.

Respectfully submitted,


Elaine M. Peterson

Approved: June 16, 2014

To: Hubbardston Board of Selectmen

From: Anita Scheipers, Town Administrator

Date: May 19, 2014

Re: Bi-weekly Town Administrator Report

The following is a summary of key issues handled during the past weeks:

- 1. UPDATE on MassDOT Special Pothole Repair Funds:** As you know, MassDOT proposes to provide us \$54,000 for pothole remediation on town roadways. Our DPW Director has reviewed the roads and feels the best use of these one-time funds would be to repair a badly deteriorating stretch of Williamsville Road (roughly pole 58 to pole 77). He proposes to have the 2500 foot section be milled, tack-coated and paved. This project will be bid out and completed as soon as Tim receives confirmation of the funds being available. By using the special money for this project, it frees up the regular cold patch funds for use on other rutted, but less travelled, roadways. To that point, Tim has switched to a newer type of cold patch that has a higher percentage of adhesive materials and is proving to be a much more effective and long lasting material to fill potholes. Note: To complete the full 2500 feet of road repair, the DPW will need to use approx. \$75,000 of C90 funds. This leaves more than enough C90 dollars to cover the Healdville Road bridge repair (if the state does not provide the funds through the transportation bond bill), as well as funds to cover the Year 3 of 3 payment of the DPW truck, and leaves a balance of funds to be used for other work as needed, or to carry over into the next year to go toward much paving projects.
- 2. Burnshirt Road Projects Update:** According to DPW Director Tim Kilhart, the state has obtained all necessary permitting for the repair of the bridge and the paving of Burnshirt Road. The bridge repair project should be completed by this fall at latest, and will quickly be followed by the paving of the roadway. As we get closer to the project, DPW will work with MassDOT to notify the public of construction dates, and work on any necessary detours for traffic.
- 3. Purchase of Electricity:** Our 7.8 cents per kWh power procurement contract with Hampshire Council of Governments (HCOG) has ended. I am seeking pricing for purchase of discounted electricity for the town. HCOG is developing a new quote for us but it appears the rates will go up as feared. According to Hampshire Council of Governments, short-term pricing looks quite good but the pricing is predicted to go up sharply later this calendar year. A six-month deal would yield 7 cents per kWh, but a one or two year deal will likely be mid-tens or eleven cents per kWh. I am reluctant to work just a six-month deal, and am still pursuing pricing from other providers. Purchase of electricity from one of our local solar farms may be very viable. We currently pay 24 cents per kWh to HCOG, plus the normal distribution charges to NGrid, so we need to act quickly to get locked into a reasonable rate ASAP. I ask that the Board confirm my authority to enter into an agreement with the provider determined to give us the most cost effective deal.
- 4. Update on Solar Farms:** The Planning Board has been keeping me updated on the various issues they have been facing with the solar farms being constructed. The first solar farm, Nexamp, had a serious failure of their erosion controls in March, leading to siltation of wetlands. The Planning Board has coordinated with the various environmental permitting agencies for careful oversight of corrective measures. Nexamp also failed to file their Special Permit at the Registry of deeds. Seaboard Solar violated their approved site plan by overcutting the existing vegetation on site. The Planning Board is working on the enforcement of all these issues with the help of Bill Murray of Places Associates. Should Seaboard Solar not be back in compliance by the time of town meeting, the Planning Board will speak to their non-compliance issue when the article for their PILOT agreement is considered.

5. **Legal Updates:** The Laine vs. Rutland Regional Communications suit on the radio tower has finally been officially dismissed. As you know the original complainant has died and his heir has determined he no longer wished to continue the suit. No further action is needed by the town in this matter. Rutland is now looking to begin planning for the construction of that tower, which will greatly enhance our radio signal coverage in town for Police and Fire.
6. **Police Department Intern:** A local college student attending Roger Williams University's Criminal Justice Program, and will be interning with us this summer. She will be assisting the Police Department with afternoon and evening lobby coverage for 36 hours per week.
7. **Employee Compensation Study:** Our consultant, Human Resource Partners, has completed her interviews and review of all the materials I have provided to her. She is in the process of completing the updated job descriptions and the new wage schedule. I should have completed materials by the end of the fiscal year. This will allow careful review of the recommendations during the summer and fall, and we can begin discussions regarding implementation of the recommendations in plenty of time to inform the FY16 budget planning.