

BOARD OF SELECTMEN
MINUTES
August 25, 2014
Slade Building

Members present: Michael Stauder, Chairman
Daniel Galante, Vice Chairman
Jeffrey Williams, Clerk
Raeanne Siegel
David Simmerer

Staff present: Anita Scheipers, Town Administrator; Elaine Peterson, Town Secretary

Others present: Ed Blanchard, Paul Sweeney, Paula Murphy, Elaine Gauthier, Marcia Howlett,
Jassy Bratko

Meeting called to order at 6:37 pm

Open Session:

Mr. Blanchard commented that the parks and cemeteries look great. He asked about the fence at the Route 68 cemeteries being painted instead of being replaced. Ms. Scheipers stated this was an item to discuss later this evening with the Cemetery Commissioners. Mr. Stauder entered the meeting at 6:39 pm.

Town Administrator Report- see attached

Ms. Scheipers reported we now have the final Community Needs Assessment from MRPC. The electronic version will be posted on the town's website. There is also a helpful resources listing for services available to the public.

Ms. Scheipers and COA member John Nason went to the State House to meet with DCR representatives regarding the DCR land swap; specifically to discuss the discrepancies between the two separate appraisals done on the town owned and the DCR owned land. The group agreed to meet with both appraisal companies to discuss the differences of the values. Ms. Scheipers will be scheduling that meeting with in the next couple of weeks. In the meantime, Ms. Scheipers met with a group of people this afternoon to brainstorm negotiating strategies when the negotiations with DCR continue. An executive session will be scheduled at the September 8 meeting to discuss the strategies using suggestions from the meeting earlier today. If the appraisers cannot agree, a third appraisal will be done based on key points from both parties.

Vincent Family Trust land swap - this is a 5 acre parcel of land on Route 68 that abuts the DCR owned land that the town is negotiating for in the land swap. It has fifty feet of frontage on Route 68. The family is offering to swap this 5 acre property for another parcel of town owned developable land. She added that William Murray of Places Site Consultants stated that land could not support a septic system by itself due to nearby wetlands. If the Board believes this is worthwhile, Ms. Scheipers could continue the conversation with the family.

Ms. Scheipers reported the Lamonica Family Trust has offered to donate an Apache Road parcel to the town. They have attempted to sell it to abutters and others with no success. It is located at the intersection of Shawnee Place and Apache Road and is less than a third of an acre, therefore not buildable. It is worth \$1000. There is no drainage issue in that area and not having any immediate benefit to the town. Discussion about nitrogen loading needs in that area ensued.

Cemetery Commission Meeting:

Cemetery Commissioners Sweeney and Gauthier came to the table. Ms. Scheipers started by recalling the last Selectboard meeting discussion on whether to use the appropriate cemetery trust funds' interest to purchase a new fencing. Ms. Scheipers provided updated interest accrued as of today for Rural Glen; \$9,981, Brookside; \$79,405 and Evergreen \$2,295. Mr. Sweeney stated there are no documents stating how the trust fund interest should be used. He asked how do we determine if this is a legal use. Ms. Scheipers stated we could be guided by state law; only allowing interest to be spent from each account for each cemetery. The second guiding document would be how the trust fund document itself was set up. But since we cannot locate those documents we would defer to state law. Ms. Gauthier stated it was her understanding that only 50% of the interest could be spent. Ms. Scheipers stated that is not in state law but might be in an original trust fund document. Ms. Gauthier stated this is what she was told.

Mr. Stauder stated the Board would appreciate some of the trust funds interest funds being used in addition to town money for the beautification of the cemeteries. Ms. Stauder requested checking with legal counsel in absence of the trust fund documents. A suggestion was made to combine all trust funds into one large fund for all cemeteries. Ms. Gauthier asked who would be in charge of the money. Mr. Stauder stated the Cemetery Commissioners.

Mr. Williams asked the commissioners if they were in favor of using the trust fund interest. They concurred. Ms. Scheipers will follow up with legal counsel for the next Board meeting. Mr. Sweeney, Ms. Gauthier, Ms. Howlett and Ms. Murphy exited the meeting.

APR Public Hearing for Notice of Proposed Acquisition on George Howard Road

Hearing was opened at 7:30 p.m.

Mr. Galante read the hearing notice aloud.

"in compliance with G.L. Chapter 7, section 40I, the Commonwealth Massachusetts, acting by and through its Dept. of Agricultural Resources, hereby gives notice that it proposes to acquire an agricultural preservation restriction (APR) on the real property identified herein for the purpose of protecting in perpetuity its superior and productive agricultural resources by preventing their conversion to other uses. The application received by MDAR indicates the property is owned by Cynthia B. Richards, consists of parcel(s) on George Howard Road as approximately represented on the attached map. The APR may encompass all or parts of the area shown. The current use of the property is: hay.

Ms. Peterson indicated two letters of endorsement of the APR: one from the Planning Board Chair Ritchie and the other from Open Space Chair Bratko. Jassy Bratko stated this property has been considered an important acquisition in town. It is prime agricultural land and part of a greenway corridor that provides access from multiple other DCR parcels. She added it is a beautiful place with views of Mt. Wachusett.

Ms. Peterson noted the Board has the option to consent to a reduction of the 120 day notice period prescribed for the public hearing on the Commonwealth's proposed acquisition of an APR referenced above to not less than 60 days.

Motion: J. Williams

2nd: D. Simmerer

To sign the consent to reduction of the notice period

Mr. Simmerer asked if there was going to be any change to the use of the property and who is managing the property under the new agreement? Ms. Bratko stated the land continues to be privately owned and managed by the current owner and when she sells it, it will need to be approved by the MDAR. The APR is permanent.

Vote: All in Favor

The property needs to be appraised now to place a value of the development rights. The town may need to match up to 20% of the value. North County Land Trust is working with Ms. Richards. Ms. Scheipers noted that CPA funds could be used for the town's portion. Ms. Scheipers thanked Ms. Bratko for coming in tonight. Ms. Bratko exited the meeting.

Ramirez Property Acceptance of Deed –

Ms. Scheipers reported Kopelman & Paige, PC has informed her that there are back assessments on the property that need to be paid before the land can be taken by the Town. We need to confirm that the current property owner had paid those back assessments. In addition there is a Pinecrest Property Owners Association (PPOA) annual user fee to use the association's facilities (pond, lodge) that is around \$150.00 per year. There is also a mandatory deed assessment of \$18.00 per year. Last year's association vote has reduced the annual user fee to \$68.00 per year, but the mandatory deed assessment is going up to \$100 per year. The Board suggested requesting a municipal waiver for the Town if it acquires these properties and any future ones since it will not be using the facilities.

Ms. Scheipers moved on to the other offer of land on Apache Road. Does the Town want to accept land that has no value and handle the user fee and deed assessment fees also? Ms. Scheipers will speak with PPOA President Bill Homans and report back to the Board.

Mass Works Grant Authorization Vote

Ms. Scheipers returned to the Mass Works Infrastructure Program.

Motion: D. Galante

2nd: J. Williams

To accept the state funding for the project if a grant is provided and to authorize Town Administrator Scheipers to submit the application

Vote: All in Favor

Selectboard Goals

Mr. Galante presented his suggestions for the Board's goals.

1. Follow through with enforcement / expenditure of funds for zoning / other infractions
2. Initiate / request Town authorization of funds for the design of the reconstruction of Main Street
3. Request QRSD School Committee / Superintendent provide a written 5 year plan (or some duration that is more than 1 year).

Ms. Scheipers suggested also contacting our school committee representatives and other towns as well in conjunction with item #3. She will contact the school committee members.

Mr. Stauder suggested getting Town of Hubbardston more involved in social media. The Police and Fire Departments have Facebook pages. There is no official Facebook page for the Town. It is another way to disseminate information. Mr. Stauder also suggested using the PEG funding.

Ms. Peterson stated the cable advisory committee had met with a Charter representative to get acquainted with recording, editing and broadcasting equipment.

Mr. Williams reported there will be recommendations coming from the Long Range Facilities Planning Committee shortly. He would like the Board to take an active position on this in order to get it closer to being a reality.

Mr. Simmerer suggested having the Master Plan reviewed and looking at future town growth.

Mr. Williams stated we need to increase revenue for the Town. Mr. Simmerer agreed. He suggested creating a tourist bureau or a promotional brochure for town attractions.

Mr. Stauder stated public drinking water supply and septic parameters inhibit businesses from coming to town. He suggested revisiting the sewer and water feasibility study. What is the next step? The Board will revisit at a later meeting.

Minutes Approval

Motion: J. Williams

2nd: R, Siegel

To approve the minutes of August 11, 2014 as submitted

Vote: Mr. Williams-yes, Ms. Siegel- yes, Mr. Simmerer-yes, Mr. Stauder and Mr. Galante- abstained

Appointments

Motion: D. Galante

2nd: J. Williams

To appoint Kim Landry as Senior Animal Control Officer and Cheryl Slack as Animal Control Officer with a term to expire June 30, 2015

Vote: All in Favor

Motion: D. Galante

2nd: J. Williams

To waive the notification period for the hire of Police Officer Christopher Bergeron

Vote: All in Favor

Enforcement Hearing Officer Mary Delaney – Ms. Scheipers reported she and Building Commissioner Larry Brandy had interviewed her. She also works for the City of Gardner. Ms. Scheipers will be appointing.

Motion: D. Galante

2nd: J. Williams

To waive the notification period of the hire of Mary Delaney as Enforcement Hearing Officer

Vote: All in Favor

Silver Award Commendations for GS Troop 30667 were signed. The five girl scouts decided to create a hiking club for their award work. It was a fifty hour project. They each researched a location, created flyers, and advertised their hikes. They also met with the Open Space Committee to discuss other hikes in Hubbardston in the fall.

Public Question:

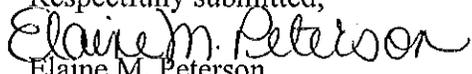
Mr. Blanchard asked where the town school well is. Ms. Scheipers stated it is on the town common.

Motion: D. Galante

2nd: J. Williams

To adjourn the meeting at 8:29

Vote: All in Favor

Respectfully submitted,

Elaine M. Peterson
Town Secretary

Approved: September 8, 2014

*Board of Selectmen
August 25, 2014*

To: Hubbardston Board of Selectmen

From: Anita Scheipers, Town Administrator

Date: August 25, 2014

Re: Bi-weekly Town Administrator Report

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

1. DCR Land Swap: John Nason and I went in on Tuesday August 19th to meet with DCAM and DCR; with Anne Gobi facilitating the meeting. The main discussion was what we do now that the peer review of the Foster Company appraisal recommended we not accept that appraisal. I explained the key points of the Avery peer review findings, and after much discussion, it was decided that the next step will be to have the two firms meet and discuss the discrepancies, to see if they can agree to modify the appraisals. If they cannot agree, we likely will need to have a new appraisal be done – which the Town would have to share the cost of with the State. I will keep you updated as this next step is scheduled.

2. Procurement Activity: I have been moving ahead with the bonding and purchasing of the DPW truck and the Police SUV cruiser. The truck and new body should be ready in December, hopefully before snow flies, and the cruiser will be in by Sept. 5th. Also, I have prepared an RFP packet for the refurbishment of Engine 4 for the Fire Department. This process requires bidders to submit proposals and the contractor is chosen on a qualifications based selection process to ensure the work is done by the most qualified and experienced vendor. I am also working on the bid packet for the insulation of the Slade Building to replace the basement insulation destroyed by mold, and to add the necessary additional insulation in the attic. That project is expected to be done Dec 1st.

3. Auction of Surplus Equipment: I have set up an account with Public Surplus; a web-based auction house that allows municipalities to auction off vehicles, equipment, furniture, etc. We currently have five pieces of equipment up for auction. Please see attached list. I will keep you updated as to the final sale price we receive for each.

4. Legal Expenditures: Attached please find the summary of FY15 legal expenses to date.

5. Massworks Grant Application for the Main Street Design and Engineering: I have prepared the grant application for approximately \$150,000 for the engineering and design of Main Street from Elm Street to Williamsville Road – the section not being design by MMI for the RT 68 North and South projects due to its more complex design. Later on the agenda I will be asking the Board to vote the authorization for my submittal of the grant application.

Town of Hubbardston

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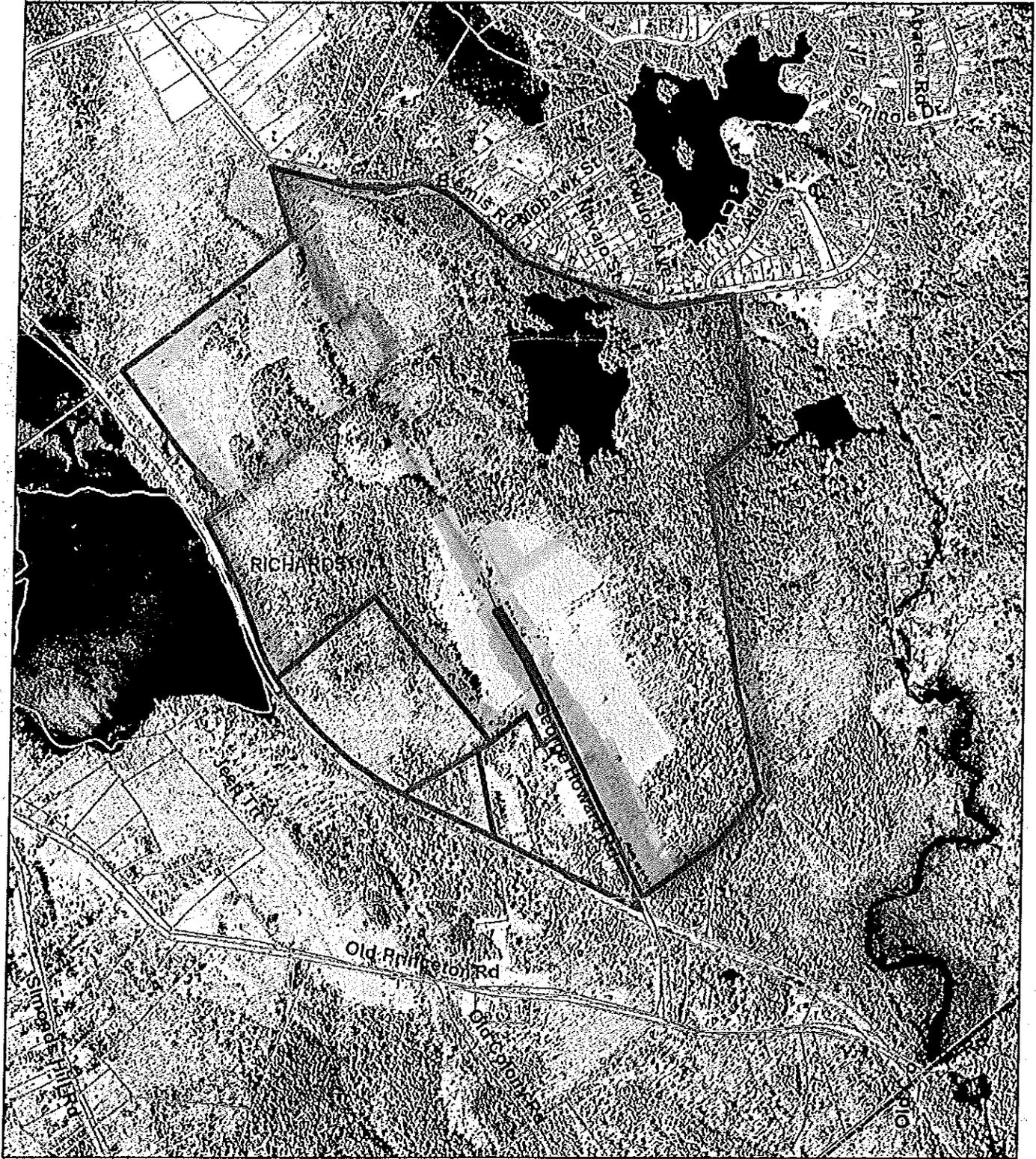
Current Auctions for Town of Hubbardston

All Auctions ▾

Auction	Title		Time Left	Bids	Current Price	Revise	Copy	Retract
1185665	Ford Backhoe		7 days 23 hours	4	\$5,100.00	Revise		
1194425	Stainless Steel Sander 		12 days 20 hours	0	\$250.00	Revise		
1194433	1988 Mack Dump Truck 		12 days 20 hours	0	\$1,000.00	Revise		
1194450	1998 Ford Expedition 		12 days 20 hours	0	\$300.00	Revise		
1194485	1996 Ford F-250 		12 days 20 hours	0	\$500.00	Revise		

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Richards - Hubbardston



0 0.1 0.2
Miles

 Richards Property

Excluded

NORTH COUNTY
Land Trust, Inc.



APR