

Voted and approved 03-23-2010

BOARD OF SELECTMEN'S MEETING  
Tuesday, March 09, 2010  
7:00 PM at Edwards Public Library

**Present:** David McDougall, Chairman  
Douglas Blanchard, Vice Chairman  
Michael Phelan  
Jess Dods  
Ann Roy

Also Present: Diana Schindler, Town Administrator

**PLEDGE OF ALLEGIANCE**

Call to Order

**SCHEDULED APPOINTMENTS**

**7:30 p.m. JOINT MEETING FINANCE COMMITTEE**

Present: Bob Blanchette, Chairman, John Martin, Nancy LaBombard, Jim Fleming and Tammy Tefft

Ms. Schindler stated the departments asked if they have only one line do they need to come in front of the Select Board and the Finance Committee and she stated she told them they do not have to.

Chairman McDougall asked the Finance Committee how they felt about the process of reviewing the budget.

There was discussion regarding the expenses, union and non union wages, wage scale, setting policy on wages. The board asked for a report to see where they are committed with the pay system. They would like a report to show the wages for FY09-10 and FY 10-11. Ms. Schindler stated she will get that for them.

The Finance Committee have not been involved with the discussions regarding union contracts, and once Ms. Schindler inputs all expenses and wages and distributes the information it will give everyone an idea of where they are in the budget.

They would like to have David Kielson present at the next meeting when they are discussing budgets.

There was a discussion about setting funds aside and figuring out what that amount should be.

Selectman Phelan suggested having two budgets and one prepared by the Finance Committee and the other by the Select Board and comparing both, when they get to May or June it would ensure there are no errors

No budget discussions are scheduled for the 16<sup>th</sup>. They will discuss wages on the 23<sup>rd</sup>.

**7:30 P.M. BUILDING INSPECTOR RE: Budget**

Present: Richard Oleksak

Richard Oleksak discussed his budget with the Select Board and the Finance Committee. Mr. Oleksak stated they started off the year pretty good with new growth. The number of permits is down but not by much. He also stated his salary and wage for his admin is 3%. He further stated

he receives a stipend of 200.00 every month for travel. There was question regarding the travel stipend. Mr. Oleksak stated the town was paying him per mile but now he is receiving a stipend. Selectman Blanchard recommended to have all the records put into the building inspector's office that includes the plumbing's inspectors and the electrical inspector records. Mr. Oleksak explained he will be out for at least three weeks and the Alternate Inspector will be covering for him. He also said he would be available, to call his cell phone or call his clerk.

**8:00 P.M. ASSESSORS RE: Budget (730)**

Barbara Laflam, and Judy Snyder

The Assessors discussed the budget with the Select Board and Finance Committee. Mrs. Laflam stated this is a reval year and they are getting maps, consultant expenditure is done every three years. Mrs. Laflam explained the tax relief for senior citizen has been in place since 2002 and has not been changed since then, she recommended changing the amount exempted up to 1000.00, and stated they has to be voted at Town meeting.

The Assessors also asked the Board to look into providing a municipal vehicle for the principal assessor. Chairman McDougall stated that is not going to happen this year. Mrs. Snyder suggested sharing a vehicle. Chairman McDougall repeated that is not going to happen this year.

**I. TOWN ADMINISTRATOR'S REPORT**

Ms. Schindler updated the Board regarding the pending projects:

Greenway Feasibility Study is completed. They have one more round of questions and answers between the Committee and Consultant.

Town Hall Building Feasibility Study was given to the Building Reuse Committee who reviewed it at their last meeting.

Financial Audit has been completed. They are going to receive a draft next week. The Board will have to sign the representing letter stating they have received it. They will get a draft management report to review.

Master Plan Committee has kicked off the survey this week. Selectman Dods stated it is being distributed to places in town, pure food, town hall and library or residents can go onto the website to complete the survey. There will be Vision Workshops to be held at the Norris School. A postcard has been sent to every household.

Community Development Block Grant-Ms. Schindler stated it was submitted on February 18<sup>th</sup> and the town has not received information yet.

Selectman Dods asked to take the Community Garden off the list.

**II. BOARD OF SELECTMEN UPDATES**

Upcoming Events/Meetings

- Select Board Meeting March 16<sup>th</sup> and 23rd
- March 11<sup>th</sup> 5:00 p.m. Last Day to file nomination papers
- March 24<sup>th</sup> 7:00 p.m. Town Caucus
- Public opening of valley vision contest  
They will be at the library tomorrow

**III. OLD BUSINESS**

Chairman McDougall and Ms. Schindler attended a meeting on Friday in Montague where the discussion was about reducing state aid by five percent. The level funding of the budget has been too high. Ms. Schindler has not asked the Assessors for the new growth figure.

**IV. NEW BUSINESS**

Snow Day Policy

Selectman Blanchard spoke with several people and stated there are grave concerns with snow days. There are people who are on salary and people who are hourly; he stated they should consider taking a look at whether or not to pay them. He further stated if the employee is given ample notice not to come in they should not be paid. If they come in and find it is unsafe and they must close they should be paid 'x' amount of hours. He asked for the other members thoughts. Policy states the Chairman determines whether or not to close town hall. Selectman Phelan suggested if they close during M-Th, then the alternative have the employee work on that Friday.

Chairman McDougall stated he does not think the generator is strong enough to help assist the town computer. Selectman Phelan asked to have the department heads in for their input of an idea of a policy. Chairman McDougall asked if they set a policy what is to prevent the elected officials of making their own policies. He suggested a bylaw.

The Board asked Ms. Schindler to send out a notice asking the department heads to attend the April 6<sup>th</sup> meeting.

**V. OTHER CORRESPONDENCE AND SIGNATURES**

Letter of Resignation

The Board read aloud the letter of resignation from Jennifer Peloquin, Council on Aging Director/Administrator

**MOTION:** To send a letter congratulating her and thanking her for the years of service she has provided to the town. (PHELAN, BLANCHARD)

Voted and approved 5-0

**VI. MINUTES OF MEETINGS, APPROVAL & SIGNATURES**

Minutes:

**MOTION:** To approve minutes of January 5, 2010. (BLANCHARD, ROY)

Voted and approved 5-0

**MOTION:** To approve minutes of February 9, 2010 (BLANCHARD, ROY)

Voted and approved 5-0

**MOTION:** To approve minutes of February 2, 2010 (BLANCHARD, ROY)

Voted and approved 5-0

**MOTION:** To approve minutes of January 26, 2010 (BLANCHARD, ROY)

Voted and approved 5-0

Annual Town Caucus Warrant

**MOTION:** To sign the Annual Town Caucus Warrant (BLANCHARD, PHELAN)

Voted and approved 5-0

**VII. OPEN TIME FOR PUBLIC**

Nothing at this time

The Board discussed the possibility of having a new procedure at the end of meetings, if residents had questions for the Select Board to be read during open time. Chairman McDougall announced to send email to them at [selectmen@town.southampton.ma.us](mailto:selectmen@town.southampton.ma.us) or if they feel strongly to please come down and visit them in person.

**EXECUTIVE SESSION M.G.L. CHAPTER 39, §23B #3 Union contract**

**MOTION:** To go into executive session under M.G.L. CHAPTER 39, §23B #3 (PHELAN, ROY)  
roll call vote:

Blanchard – aye; Phelan – aye; Roy – aye; Dods – aye

Chairman McDougall announced they will not reopen regular session.

Having no further business, the meeting was adjourned at 0:00 P.M.

Respectfully submitted

Regina Shea-Sullivan