

Voted and approved 7-12-2011

BOARD OF SELECTMEN'S MEETING
Tuesday, April 5, 2011
Town Hall Meeting Room

Present: Michael Phelan, Chairman
David McDougall
Jess Dods
Ann Roy

Absent: Douglas Blanchard

Also Present: Diana Schindler, Town Administrator

PLEDGE OF ALLEGIANCE

Call to Order

SCHEDULED APPOINTMENTS

7:00 P.M. OPEN TIME FOR PUBLIC

Nothing at this time

7:10 P.M. DEPARTMENT HEAD MEETING

➤ **Energy Committee Re: ESCO Energy Audit**

Present: Kurt Boisjolie, Beth Greenbault, Catherine Ratte from PVPC

Kurt passed out a presentation materials. Beth Greenbault and Catherine Ratte gave a presentation on the ESCO Energy Audit.

Chairman Phelan asked Kurt to come back in to meet with select board when he receives the IGA agreement (to add to next agenda)

➤ **Capital Improvement Committee Re: Review Capital Plan** (welcomes input from Department Heads)

Present: Bruce Coombs,

The Capital Improvement Committee reviewed the capital plan with department heads and Select Board.

Ms. Schindler passed out spreadsheets of capital plan. Mr. Coombs stated they are meeting with Select Board at their request; he also stated they had a meeting first of the year. They have been collecting info from police, school and other departments and recorded on the spreadsheet. They have reviewed the spreadsheet on several occasions it has been amended at the last committee for the recommendation to the Select Board which projects to fund and which not to fund. They have eliminated a couple of items and have agreed with some of the requests.

Ms. Schindler explained the spreadsheet in details. She stated in the FY 12 column everything was in the sheet that was requested they have eliminated some and moved some into future years, items in bold and in project column they are recommended for this year.

The things in fy 12 not highlighted have been removed entirely, item moved to FY13 are bold in column, the total now \$184,573.00

Selectman McDougall asked Mr. Collins about the Norris School roof. Mr. Collins stated the warrant has expired and the whole roof is to be replaced. They are spending money to patch. He further stated part of the roof was under warranty they have spent several thousand every year. There is \$120,000 in the stabilization account now. The first three numbers is currently on the debt schedule. Selectman McDougall asked Ed Cauley, Highway Super about the sweeper needs. Mr. Cauley stated the current sweeper they have is close to 17 years old.

The ADA doors for the library are not funded.

There is \$66,000 for two cruisers on the capital plan. Chief Silvernail stated the car has 145,000 miles on it and stated there are radiator and transmission issues on the car. One has 77,000 miles and another has 111,000.00 and the third has 75,000 mileage.

Ventilation in Norris School- Mr. Collins explained what that is for, he stated there are times when it becomes very hot in those classrooms.

Selectman McDougall asked if Ed would give up the sweeper this year so they could fund the two cruisers and get the sweeper next year. Mr. Cauley stated it is in need of repairs. They have commitments of streets that need to be swept three times a year.

Mr. Blanchette asked if they are to spend the entire stabilization fund on the capital items. He asked is there another way the board discussed doing debt exclusion.

MOTION: to fund the cruisers in the amount of \$66,000 out of stabilization fund and look for alternative financing for including the possibilities of bond issue for other items, if town meeting does not fund those items they will not be funded. (DODS, ROY)

Voted and approved 4-0

Mr. Cauley stated a cruiser should be purchased every year why wasn't it purchased last year. The Select board stated they made a mistake. Mr. Cauley stated we are purchasing one a year. Selectman Dods suggested purchasing one thru stabilization and bond the other.

School roof-The board signed the school building assistance a month ago. If they cannot do the roof thru esco, they may want to bond it. Mr. Cauley asked if there was a program to help maintain thru the state. Mr. Collins stated yes.

Library Shelving- is not on the capital plan. This was funded on FY11.

Mrs. Lafalm asked if they have new growth plus the two and half and they increase there then \$380,000 what happens to that money; she thought they level funded budgets for operating expenses. Selectman Dods stated not true, there are wages, insurance health costs, energy. He further stated by law it does. Mrs. Laflam asked if that would take up 180,000. She hears dept heads they are operating back at level several years ago. Selectman Dods asked how they think the wages are funded, if they look at the fy11 to fy12. Mrs. Laflam asked if there have been new positions added. Chairman Phelan stated no matter how hard they try not to spend money, they

spend money. Ms. Schindler stated they lost \$60,000 in state aid and they used 220,000 in free cash, not to mention winter roads.

Chairman Phelan suggested adding the bullet vests on a rotating schedule to be funded every year. The board thought to consider a reserve fund transfer for those.

➤ **Assessors Re: Mileage**

Present: Barbara Laflam and Judith Snyder

Selectman Dods calculated figures regarding the assessor's mileage and cost of gasoline. Mrs. Laflam stated they cannot predict where the cost of gasoline is going to be. She further stated they have been considering purchasing or leasing a car; she presented an article to go onto the Annual Town Meeting warrant to ask voters if they would approve a vehicle they are not saying to buy or lease just asking for the town to provide a vehicle for the assessors. Mrs. Laflam gave the board a copy of the proposed warrant article along with another article. (see attachment, or copy here) She continued to state they have two articles.

Ms. Schindler stated they need an amount and funding source. Ms. Schindler further stated this article is not correct. Chairman Phelan stated it is their prerogative if they are to any articles on the Annual Town Meeting warrant and he cannot support that article, he stated it is not enough mileage to support the purchase of a car.

Selectman Dods stated the average car is driving 12000 miles a year, and the assessor claims she drives three months out of the year 400 miles a month. From his perspective it is hard to project the use of a car. Selectman Dods asked what they to do with the word meager. Selectman Dods asked for specific calculations to justify the expense, he cannot image to go in front of a Board saying the reimbursement is meager and they need more. Mrs. Laflam stated do not take into account, insurance repairs and replacement cost. Selectman Dods stated he was only going to look at the fixed costs and not the variable costs.

Richard Oleksak, Building Inspector has stated to the Board that he drives 18,000 town miles on his car for \$200.00 a month stipend on his vehicle. He also receives additional mileage when he travels to meetings.

MOTION: Not to put the article on the Annual Town Meeting warrant. (MCDUGALL, DODS)
Voted and approved 3-1
Roy abstained

Mrs. Snyder stated the assessor is asking to borrow or to use a town vehicle for a few hours a week. In the future if possible if a vehicle does become available would they consider it.

Last year they present an article on 41c exemption they give 500.00, last year they voted to give them 1000.00 they asked for the number to be increase for those work make 13 to 15 they are asking number to be increase to 18,000 for single and 20,000 for married. They have no way of knowing how many are going to receive the exemption. They chose not to put forward all at one time. The seniors are struggling with the cost of heat, utilities and they have no method to replace the cost this is for seniors who are 70 or older. Mike asked if there is a projection of the cost, if there was no increase of eligible what would it cost them, if those nine people it would cost 1000 a person.

MOITON: to support the increase of income it will cover a few more adults,(ROY, DODS)
Voted and approved 4-0

David asked maybe the number should be higher.

to be put on the annual town meeting warrant, they asked to have the numbers to increase for those who make 13,000 to 15,000

municipal property exemption they would like to eliminate all PP values for values under thousand dollar they are receiving total person property income is 2974.00, they are using that

they are considering evaluation personal property is complex they are considering that hasn't been done for year, getting a consultant who is a professional. The board asked if the assessor hours were expended and not relying on a consultant. Jess what would happen with hours that would be saved. They answered paper and postage. The number of properties

MOTION: to establish less than five thousand dollars. (DODS, ROY)
Voted and approved 4-0

The department head meeting was scheduled for 7:10pm, the library asked the board regarding the funding for the director. The search committee has selected one outstanding person, the pcf will go to the pppb, then to fc then select board. This is for the part time library director. They asked for the hours that has not been approved for full time.

➤ **Building Inspector & Board of Health Re: Clerical**

Present: Richard Oleksak, Building Inspector and Maureen (Reeney) Groden, Board of Health, Chair

Currently they had one person fill the two positions of ten hours a week. The hours are now down to nine hours a week. The board asked the Finance Committee if they are satisfied with the positions and funds. The Select Board stated that satisfies their needs.

MOTION: to sign the PRF for the Building Inspector and Board of Health Clerical, once found Chairman can find for board. (DODS, MCDOUGALL)

Voted and approved 4-0

7:35 P.M.

JOINT MEETING FINANCE COMMITTEE Re: Budget

The fc did not have time tonight to complete they only had part way thru. They felt the board of health gave a good presentation as to why they need the clerical position, although they did not hear from the building inspector. Next Tuesday they would like to come back. The library will be meeting with fc and the select board next week. The Board of Select Board voted to 4-0 to support the position funding will be the question. By the time december town meeting was over they used a good portion of the free cash for the wages, and by the time winter roads come in they may be in deficit. Bob hopes they are not worse off than they are.

I. APPROVAL OF MINUTES

Nothing at this time

II. SIGNATURES

- Payroll Warrant – nothing at this time
- Bill Warrant – #W11-41 \$297,438.37

Chairman asked the board what they would like to do with a payment to Five Star for 50,067.00. The Board discussed if everything went wrong and they had to do the work themselves would there be enough to cover the cost.

Selectman Dods stated in light of recent circumstances and events and the lack of clarity in the situations, he recommended holding the payment for now and keep in retain age until they get the cost of repairs.

Chairman has seen the cosmetics completed.

MOTION: to hold payment the Five Star of \$50,067.26 (DODS, ROY)

Voted and approved 4-0

Tom Whiteley, BRC member stated they have done a lot of work. Mr. Coombs and Mr. Whiteley said the BRC and Select Board should meet, there have been a lot of emails back and forth and Mr. Coombs asked the Select Board if they have reviewed them. The Select Board said no.

The Board asked how much money is needed for the seniors to get into their space. The only thing they can do is hold the funds to ensure it will get done; releasing money may not be the appropriate thing. Mr. Coombs showed the board a copy of an email of what the latest is. Selectman McDougall asked if they received a cost from Armstrong to redo the floor. No. The closets still do not have ceilings.

The Board stated releasing the money is not appropriate until they fix and the senior are in. Mr. Coombs had the latest on the floor issue he received today. In the letter he read the manufacturer recommends stripping, buffing and they are doing a patch job. Selectman McDougall asked if they received a quote of cost to replace the whole floor and the insulation. The Select Board asked to sit down with the BRC again. Ms. Schindler has been receiving the emails but the Select Board has not received copies. She further stated she did not receive the letter until after four.

MOTION: To approve bill warrant #W-11-41 in the amount of \$297,438.37 minus Five Stars payment of \$50,067.26 (DODS, MCDUGALL)

Voted and approved 4-0

- PCF's & PRF's and other Forms (PRF BI/BOH if approved)
The board voted and approved the PRF for the BI/BOH clerical

- Annual Town Election Warrant (orig in sig folder)

MOTION: To sign the Annual Town Election Warrant. (ROY, DODS)

Voted and approved 4-0.

III. TOWN ADMINISTRATOR'S REPORT

See attached-

IV. OTHER BUSINESS/ANNOUNCEMENTS

Upcoming Events/Meetings

- ❖ April 12th, 19th & 26th Select Board Meeting Room on Main Floor at New Town Hall, 210 College Highway

V. ACTION LIST

MOITON: to appoint Davd McDougall to the Public Safety committee. (DODS, ROY)

Voted and approved 4-0

VI. DISCUSSION ITEMS

- Charter Communications-Charter Settlement orig in sig folder

Chairman Phelan asked the remaining board members to table the settlement until next meeting so they can review the document they just received. Ms. Schindler stated she received today, she will send to the board electronically.

- Timber Cutting Plan(s) Review-nothing at this time
- New Town Hall updates: Custodial, Grand Opening, Council on Aging, Furniture, Security, Punchlist etc.

Ms. Schindler suggested the board meeting with the Building Reuse Committee to discuss the remaining punchlist items

- Building use Policy-nothing at this time

EXECUTIVE SESSION M.G.L. C30A, Sec 21 # Nothing at this time

ADJOURN