

Voted and approved 07-12-2011

BOARD OF SELECTMEN'S MEETING
Tuesday, April 12, 2011
Town Hall Meeting Room

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

Also Present: Diana Schindler, Town Administrator

PLEDGE OF ALLEGIANCE

Call to Order

SCHEDULED APPOINTMENTS

7:00 P.M. OPEN TIME FOR PUBLIC
COA

Nilda Cohen, Council on Aging Member asked the Select Board what is the status of the Senior Center -Council on Aging Room. Chairman stated emails have gone back and forth and they are in process of agreeing replacing the damaged tiles and fluff and buff of the floors, with wax if acceptable to us it will be end. Five Star will stand by the warranty. The initial appearance it looks as good as a new floor. The warranty of floor expires October 2011. She asked when did the Select board changed the direction you were not going to accept that. She received email from Diana that stated the work will likely be finished next week. She asked if they can plan on that. Chairman Phelan stated they have not talked about it tonight. it will be a decision process if they are satisfied they will know better at that point in time, at this time they do not know. They will talk about whether they accept the proposal of removing the severely damaged tiles, or buffing them out and applying a coat of wax.

The Select Board asked Ms. Schindler how long. Ms. Schindler stated if they agree to what she proposed it will be next week it will not take more than a couple of days. If it is done next week they will decide to accept it if the floor is completed. The kitchen remains to be completed and she was told they can move in even though the kitchen is not completed.

They will have another meeting next week and if they accept it the seniors can move in.

Re: Punchlist

Ms. Schindler received emails; she received letter of the close out report and a detailed report of items that are open and closed and a letter from Five Star. (get copy for minutes, close out report email and detailed report that is open and closed at this point and a letter from five star that was passed out to the board members)

She asked the architect and project manager to identify what was left in construction work and under 39K, identifies requirement for payment the only thing they can deduct is the value of the unfinished items, that they agreed on, Ms. Schindler stated she was reminded again, the BRC approved the requisition and they feel with the remaining amount that they would have left is \$60,000 even if Five Star receives the \$48,000 they will have enough. The only real problem is the ice dams. Chairman Phelan stated is not comfortable paying them.

The only issues are the ice dams; Selectman McDougall stated the ceilings are still not installed in the closets. Ms. Schindler stated they installed additional insulation.

Ms. Schindler stated Ed Cauley said it had to do with the amount of snow on the roof

Chairman Phelan said the only alternative is to relief some funds and not all funds as a good faith.

Chairman Phelan said he and Ms. Schindler had a conversation with town counsel regarding this. Ms. Schindler stated in her opinion she does not think the board has legal right, to hold a payment. Selectman McDougall and Blanchard agree not to pay until the full value of the contract, the project was 2 million and they are holding 100,000.00 which is one half percent of the retainer. They have paid for the vast majority of items. Ms. Schindler stated it should clarify retainer. Selectman McDougall stated they are not paying them until the job is completed. They are getting calls from subs asking when are they getting paid.

Selectman Dods asked how to respond to the continued work, they are not getting paid until the floor is completed, the COA have to understand is not getting them in the building it's getting the get the job done.

Chairman Phelan and Ms. Schindler stated they can only hold the value of the incomplete items, the roof contract was 70,000. Chairman further stated that was the shingles. Ms. Schindler stated it was determined the roof is not leaking now. Mr. Cauley stated you hold the retain age until all work is completed satisfactory. Jess asked how we can respond to the standoff.

Selectman McDougall said no payment until floor is completed,

MOTION: To send letter to Five Star the Board will pay the value of the floor and expect the floor to be completed by April 25th. (DODS, MCDOUGALL)

continued discussion

Value of roof, the shingles of the shingles is 70,000 and not the roof. Selectman Blanchard asked we should keep the cost of the roof in mind. Mr. Cauley stated someone should look at the windows. Selectman Blanchard stated he is concerned if they give them too much money, we have an unknown factor what is wrong with the roof.

Mr. Cauley said the water was coming thru the frames on the windows, once snow level was below the frame the water leaked stopped. Selectman Blanchard asked for a report.

The board discussed the method and stated they will pay value of the floor with three coats of wax. Selectman Blanchard was concerned giving them too much money, if they have major problem and they receive the money they don't care.

Selectman Dods amended the motion to: pay 10,000.00 after they completed the floor. (DODS, MCDOUGALL)

Voted and approved 4-1
Roy abstained

7:10 P.M. LIBRARY TRUSTEES RE: PCF Library Director

Present: Library trustees (Linda Summers,

The Library Trustees asked the Select Board to sign the PCF for the new library director. They stated they received 24 applicants and seven finalists and they are pleased with the new employee. They stated the PPPB and the Fin Com signed off tonight. The hourly wage is \$21.24 for 26 hours a week, annual wage is 28,716.48 and it is within their budget.

MOTION: to sign the PCF for new library director. (BLANCHARD, ROY)

Voted and approved 5-0

7:20 P.M. HOUSING REHAB GRANT AWARD FOR MARKET STUDY AND SITE IDENTIFICATION with Calvin Molina

Calvin Molina from PVPC handed out documents, housing plan contract, between town and Bernard she is working on housing needs assessment. Ms. Schindler and Mr. Molina stated they have a proposal for the town to hire a person to complete the housing needs. On March 24th they received one proposal from Hilltown PVPC, made proposal they evaluate, currently they are here now; the board is the awarding authority and need sign off.

MOTION: To approve the market study and site development (ROY, DODS)

Voted and approved 5-0

Board signed document. Mr. Molina said Southampton is eligible for the CDBG –he passed out brochures he asked the board to look over pamphlets of what could happen with CDBG and what project they would like to pursue; they need better sense of what town thinking forward.

7:40 P.M. FINANCE COMMITTEE Re: Budget

Present: Bob Blanchette, Derek Geser, Jim Fleming and David Kielson, Town Accountant

Mr. Blanchette received a request from reserve for \$8,600 to purchase 10 replacement vests for the police department. Mr. Blanchette said this is 25% percent of reserve account, the board asked if they can wait until later in the year to purchase. They just received this request they haven't had time to discuss as a board. Free Cash is less than \$30,000

Chief Silvernail stated they have vests by federal standards and they expire in five years. They will expire in December; he also said they may get 50-100% back.

Selectmen Dods and Blanchard support getting the vests, this is for public safety.

MOTION: to have Chief Silvernail purchase vests and Fin Com track. (BLANCHARD, ROY)

Voted and approved 5-0

The Finance Committee used a percent to project the taxes. They are looking at a hard number of 89874. Bob stated they used the same formula that Ms. Schindler was speaking about. Mr. Keilson number includes \$100,000 new growth. Tax liens they feel this budget is severely strapped this year, they did five year average and the average was \$37,000 a year. They have 20,000 instead of zero, they need revenue. They always collected something, there are no zero years. The rest of line items nothing specific, the meals tax is lower that what was projected in FY 11. Ms. Schindler stated when we did the meals tax it was projected to receive \$48,800. They level funding most of them from the previous year. Chapter 70 is up about \$13,000, unrestricted general government is down \$39,000. The problem is located at the bottom of page FY10-\$157,000, FY11- \$323,000, FY12-0.00 is what they used free cash.

They are looking at a deficit in FY12 of \$323,000.

There is a large increase in tuition of \$60,000.

The one change his requested budget is changing to 40,000, the wage increase column is set at zero across the board.

The library director is funded at same rate. It is not being funded full time in this budget

Last page group health insurance, Mr. Blanchette stated Diana stated it could be lowered by \$40,000.

The want the role in working with the budget, the finance committee hasn't played a role since Town Administrator arrived. They cannot tell you what was done in the previous years.

Mr. Blanchette stated a message needs to go out now any budget that goes over he is not sure where, do not over expend your budget. There is no reserve fund budget.

Mr. Cauley stated they are at 56,000 for winter roads on the plus side FEMA will reimburse a portion of the funds for the winter storms.

Chief Silvernail stated asked the board to consider the cost of fuel.

MOTION: The Select Board co sign a letter with Fin Com telling departments not to overspend their budgets. (DODS, MCDOUGALL) Voted and approved 5-0
Chairman asked to send letter to superintendent and follow up with phone call.

Ed asked about the cemetery commission, the highway dept works in the cemetery and he was told by Diana they (highway) have not received one nickel for helping cemetery

Chairman asked Ms. Schindler to make sure the money is transferred to the revenue line item from the Cemetery.

Ed updated the Finance Committee regarding the work the highway dept has completed for the school and the amount that has not been transferred over.

The Finance Committee do not have a specific plan from their committee to add more to the expenditure side until someone tells them to look at a category. The question is what they are going to do with wages this year.

Selectman McDougall asked the finance committee about proposition 2 1/2 and Bob answered on his own opinion, he is very worried about the budget they have exhausted all sources and unless they want services they are used to or would they like services cut. To reset the minimum services fuel fixing roads and paying people we own money too. We are in this position because of state aid, which has gone down.

The finance Committee will meet with the select board next week about 7:30pm

I. APPROVAL OF MINUTES

03/22/2011

MOTION: to approve minutes of March 22, 2011 as written. (BLANCHARD, DODS)

Voted and approved 5-0

II. SIGNATURES

- Payroll Warrant – P11-42 \$226,096.31

MOTION: to approve payroll warrant #P11 in the amount of \$226,096.31
(DODS, ROY) Voted and approved 5-0

- Bill Warrant –
- PCF's & PRF's and other Forms (Library)

MOTION: To sign the PCFs for part time officers Peter Castillo and Jeffery Silva at 17.63per hour.
(BLANCHARD, ROY) Voted and approved 5-0

III. TOWN ADMINISTRATOR'S REPORT

See attached-No report at this time

IV. OTHER BUSINESS/ANNOUNCEMENTS

Upcoming Events/Meetings

- ❖ April 19th & 26th Select Board Meeting Room on Main Floor at New Town Hall, 210 College Highway
- ❖ (post notice of drug collection here)

V. ACTION LIST

Public Safety complex

The Select Board received the following letters of interest to the PSC. Ian Illingworth, Michael Goyette, George Symborski and Don Snyder

MOTION: To appoint the Michael Goyette to the Public Safety Complex committee (MCDOUGALL, DODS) Voted and approved 5-0

VI. DISCUSSION ITEMS

- Charter Communications-Charter Settlement (tabled from 04-05)(Sig folder)
(see attachment)
Chairman Phelan asked if anyone has problems with the letter, and it has been reviewed by town counsel.
MOTION: To sign Charter Settlement letter. (BLANCHARD, MCDOUGALL)
Voted and approved 5-0
- Timber Cutting Plan(s) Review- Bashista
Mr. Cauley stated he met with the Bashistas and he is all set getting the permits. The new process has been working out.
- New Town Hall updates: Custodial, Grand Opening, Council on Aging, Furniture, Security, Senior Center, Punchlist etc.- see beginning of meeting
- Building use Policy-
The Select Board received an email from Ms. Schindler regarding the Red Cross and the use of town Hall.
- Info for Drug Collection-see small poster
- Public Safety Complex Committee – They received four additional names, Ian Illingsworth, Michael Goyette, George Symborski and Donald Snyder
MOTION: To appoint Michael Goyette to the Public Safety Complex Committee.
(MCDOUGALL, DODS) Voted and approved 5-0
- Town Administrator Review-Selectman Dods asked if all board members gave their reports. He stated he will have it for next week's meeting.

MOTION: to go into executive session under C30A, Sec 21 #1 COA DIRECTOR and #2 TOWN ACCOUNTANT CONTRACT.

Chairman announced they will not reopen the regular session.

ROLL CALL VOTE: DODS-AYE; BLANCHARD-AYE; MCDOUGALL –AYE; ROY-AYE;
PHELAN-AYE Voted and approved 5-0

Chairman asked Jacquie Sears to stay.

8:15 P.M. EXECUTIVE SESSION M.G.L. C30A, Sec 21 #1 COA DIRECTOR

8:30 P.M. EXECUTIVE SESSION M.G.L. C30A, Sec 21 #2 TOWN ACCOUNTANT CONTRACT

ADJOURN

Respectfully submitted
Regina Shea-Sullivan
Administrative Assistant