

Voted and approved 09-07-2010

BOARD OF SELECTMEN'S MEETING  
Tuesday, August 10, 2010  
7:00 PM at Town Hall Meeting Room

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

Also Present: Diana Schindler, Town Administrator

**PLEDGE OF ALLEGIANCE**

Call to Order

**SCHEDULED APPOINTMENTS**

**7:00 P.M. HAMPSHIRE REGIONAL SCHOOL COMMITTEE JOINT MEETING RE:**

**Interview with Jessica McConnell**

Present: (who were present-need list of names)

Both boards interviewed Jessica McConnell for the Hampshire Regional School Committee.

**MOTION:** To appoint Jessica McConnell to the Hampshire Regional School Committee term to expire at next town election. (PHELAN, ROY)

Voted and approved 4-0

Chairman Dods abstained

**7:05 P.M. DEPARTMENT HEADS MEETING RE: Budget and Wages**  
**LOCAL SCHOOL COMMITTEE RE: Wages-could not make the meeting**  
**DISPATCHERS RE: Wages**

Present:

Judith Snyder, Board of Assessors informed the Select Board during the original budget they requested funding for maps which are necessary every year, purchase until every third year. the funding disappeared from the budget request, and DOR are telling them they need to have updated maps in order to do the revals. She would like someone to consider the funding. Chairman asked if he submitted any forms. Mrs. Snyder stated they submitted that on their budget request of \$1,500.00 Ms. Schindler stated there were two items; they did not add anything to the budget this year. She further stated the board level funded the budget, they did add \$10,900 for the reval but nothing else was added.

Chairman Dods confirmed they are asking for \$1,500 to be added in the expense line for maps, the assessors stated yes. Chairman Dods stated they will take it under advisement. Selectman McDougall asked if they can get a copy from the stated the actual regulations of whether it was required. Ms. Schindler stated the board received a copy of the recommendation from the state, she added its not the law.

Ed Cauley, Highway Superintendent updated the board regarding his staff. He stated one person left for retirement after 37 years and the other left to go to Holyoke Fire Fighter. He has advertised. Money is in the budget to replace their personnel. He will be making recommendation to the board in the next month or so of the candidates. They did track filling several roads in town about 7 1/2 miles of paving roads, to resurface.

**MOTION:** To send a letter to Henry Sancouci from the Select board for the gratitude of 37 years of service at Highway and Fire department. (PHELAN, MCDUGALL)

Voted and approved 5-0

Mr. Cauley updated the board on the roads in Southampton, which roads were bad, which roads they are working on resurfacing.

Mr. Cauley stated they always had oddity of water in town they have had a lot of usage this year, water used for lawns, cars house cleaning he asked the public to conserve water if your address is an odd number use on odd day, if house number even use on even days.

Mr. Cauley stated Ms. Schindler approached him about the scholarship money and the use for of it. There is a surplus in there and he would like to get direction from David Kielson. The donations were from the public to the highway to give up cans for scholarships and they have been successful and have given out a lot of scholarships. Mr. Cauley further stated Ms. Schindler wants to use a portion of money for the Almoners. Mr. Cauley informed the Board he has been thinking about increasing the scholarships. He will look into it before giving it to the Almoners.

Eileen Couture, Town Clerk asked the Board if she can be on the agenda for the September 7<sup>th</sup> meeting to go over and hand out papers for the new open meeting laws. Mrs. Couture further stated the postings now have to be done 48hours in advance, not including Saturdays, Sundays and Holidays, including the agenda, no changes can be done. She stated they are postings these for the public. The Attorney Generals office has booklets and she would like to hand then out the dept/boards and they will have to sign an acknowledgment of receiving. She asked for twenty minutes.

David Silvernail, Police Chief stated he believes the Select Board is up to date with the police department, he recapped of the meeting last week regarding the police cruiser, he had intended to replace a 2005 cruiser, he stated next year they will be in place to replace two cruisers. This year, he encourages the Select Board to take care of the non union employee of wages to place over equipment.

Mr. Cauley updated the Board of the sexual harassment policy and the drug enforcement policy he spoke with Kopelman & Paige they stated it will cost \$400 for the sexual harassment policy and for the drug enforcement policy \$1,500.00. Mr. Cauley asked for the Board to get a comparison of attorneys. The training is to be done annually. This will keep premiums down. They should get this updated and current. Updating the two policies and seminar, Kopelman & Paige said it would be \$2,000.00 for everything. Mr. Cauley asked if he could look around for cheaper prices.

**MOTION:** To allow Ed Cauley to look around for cheaper prices for updating the sexual harassment and drug enforcement policies. (PHELAN, ROY)

Voted and approved 5-0

Chief Silvernail stated the police and communications department currently and has been, for the last several years, stayed in compliance with the sexual harassment policy. They go over it annually and they take a test. The law requires employees to receive training for sexual harassment.

Chairman Dods stated the local school committee will not be present tonight due to conflict in schedule, but will be at the all boards meeting on Sept 7<sup>th</sup>, to discuss the wage increase.

Dispatchers and concerns of wages:

Jeremy Larochelle, dispatcher, expressed his and fellow dispatchers concerns for the unfair treatment of the school (non-union) getting the raises and the remainder of the town employees did not. He further stated everyone has families or mortgages and they count on the percentage increase every year, he continued to state they are underpaid as it is. Mr. Larochelle stated when

the letter came out informing them there will be no raises, it was hard to swallow at first; but then the non union personnel of the school received an increase. He understands this is a touchy subject right now.

Selectman Phelan stated this board at no uncertain terms expressed a direction to all boards/committee and depart heads that there was to be no raises given, he further stated we may not have legal authority but it was a moral authority, and it was a slap back at them. Selectman Phelan stated they are waiting for an explanation from the school.

Chairman Dods stated they will be here in September for the all boards meeting. The Board asked what the town wide number total cost for raises is. Ms. Schindler stated \$52,000. Mr. Larochelle stated he understands the town hardship and accepted it but when the school received an increase, it's not good.

Ed Cauley expressed his frustrations with our current insurance company and how they handle registrations. He is unsure if they have gone out for bid for insurance. He recommended MIIA. He stated MIIA provides a lot for the service such as trainings and seminars. MIIA has benefited the town in the past and asked are we looking at insurance again. Selectman Dods stated, MIIA is more expensive with premiums it will take up to a couple of years to see that. Ms. Schindler stated she did talk to MIIA last year.

Ms. Schindler stated we are using Trident. Mr. Cauley has gone up there, and was told the agent is no longer there, Larry Joseph doesn't have an office anymore, and Mr. Cauley stated it is a waste of his time. We are not using Massamont as an agent, but Trident Insurance uses Massamont. Ms. Schindler stated she gets a courtesy stamp but she will check why that is. Chief Silvernail stated he has problem as well with Larry Joseph, he has called there Larry Joseph is in Barnstable, he was trying to get a RMV1 form completed, he is unsatisfied as well. MIIA has offered a number of training programs for the police dept.

Mr. Cauley stated he has a meeting in two weeks in Boston, at DOT (Department of Transportation) for \$500,000 on a grant on Fomer Road; he will go in front of the board and state on that project they would like to see one of the officials to join him, to be involved in that. He asked if one of the board members to go. The date is August 24<sup>th</sup>.

Selectman Phelan asked what happened with the tour of the Larrabee Building. He also stated he would like to see the condition of all Towns buildings. Selectman Phelan asked where we are with the Town Hall. Ms. Schindler stated last week they did the asbestos analysis.

#### **I. TOWN ADMINISTRATOR'S REPORT**

See attached-

RE: Town Administrator's Update – August 10, 2010

1. Annual Commonwealth Capital Application is underway. Needs to be completed by August 27, 2010. A final copy will be presented to the Board once completed.
2. Information regarding Municipal Early Retirement Incentive Program attached for your review. The Board should decide whether it is economically feasible to offer the ERI. If so, the Town Administrator must submit the municipality's plan by September 28, 2010. This information should be reviewed before the next meeting and addressed by the Board as an agenda item on 8/24/10. (see attachment)

Selectman Phelan asked how many employees they are talking about.

3. Fire Department has declared items as surplus equipment. Need Select Board determination per bylaw. (See attachment) she would like to use a company called Municibid.

**MOTION:** To declare this list exhibits A, 72 international fleet as surplus. (PHELAN, MCDOUGALL) Voted and approved 5-0

**MOTION:** To authorize the posting of the equipment with Municibid. (PHELAN, MCDOUGALL) Voted and approved 5-0

## II. BOARD OF SELECTMEN UPDATES

Upcoming Events/Meetings

- Select Board 24<sup>th</sup> , September 7<sup>th</sup> & September 21<sup>st</sup>
- August 31st is executive session with police union
- September 7<sup>th</sup> is an all boards meeting

### Meeting Recap

Canceling the August 31<sup>st</sup> meeting with police union

Asking the police union if they can attend meeting on August 17<sup>th</sup> instead, if not, then schedule for another time.

Try to get the school to come in on September 17<sup>th</sup>.

Eileen Couture stated the State Primary Election is on September 14, 2010.

## III. OLD BUSINESS

Nothing at this time

## IV. NEW BUSINESS

### Community Preservation Meeting

Selectman Blanchard updated the Board regarding the last CPC meeting topic of the preservation of records and compensation for the employment of one of our town hall employees who put in for \$20 hour and their pay rate is about \$15 hour. Selectman Blanchard further stated Mrs. Laflam went before the CPC and asked why this was, she stated to CPC she was under the assumption they would pay \$20 hour. Selectman Blanchard stated he does not recall that conversation during a meeting. He recommended having CPC to meet with the Select board with their minutes and find out what is going on. He also recommended having the Chair of the Assessors be present.

Ms. Schindler stated the reason why this is, a precedent had been set, there had been a preservation project where a person was paid \$20 hour, that person had credentials. That person was not an existing town hall employee. The PPPB acknowledged the position and assigned the \$20 hour. She further stated she is not sure if the person was paid thru payroll or 1099 process. They hired someone to do the project (library). The town hall employee did put that amount thru and the amount was changed. The employee has done a portion of the work and was given a certain parameter or work and was not given the pay.

Selectman Phelan asked should we pay the employee the amount until the issue has been resolved. Ms. Schindler stated the employee was paid with their current rate of pay. Selectman Blanchard stated no other members recall having that conversation. Ms. Schindler stated it goes deeper and they talked about these two years ago. She asked if their credentials are required. The Board asked what they are preserving. Ms. Schindler

stated she does not know, she stated in this situation it just involves taking old items and boxing them up.

**MOTION:** To ask the Chair of CPC to bring in the records of this transaction and the Chair of the Assessors to come in to ratify this topic. (BLANCHARD, MCDOUGALL)

Voted and approved 5-0

Selectman McDougall asked if Joyce, Town Acct. Admin Assistant has a questions of who is getting a raise does she notify the PPPB? Ms. Schindler stated Joyce reports that directly to her.

Budget and Wages

Selectman Blanchard spoke to a few people on the Finance Committee and he recommended giving non union people who did not get a raise one week vacation, which would not cost the town any money. Could they discuss this at the next meeting? Selectman Phelan stated there has to be a cost associated with vacations. Selectman Blanchard stated just think about it and let the Finance Committee tell them how they can do this.

**V. OTHER CORRESPONDENCE AND SIGNATURES**

One Day Permit

**MOTION:** To approve the One Day Beer and Wine Permit for Lucette at Conant Park on August 28, 2010. (BLANCHARD, MCDOUGALL)

Voted and approved 5-0

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

Minutes

**MOTION:** To approve minutes of June 8, 2010 as written (PHELAN, MCDOUGALL)

Voted and approved 4-0

Blanchard abstained

**MOTION:** To approve minutes of June 29, 2010 as written. (PHELAN, MCDOUGALL)

Voted and approved 5-0

**MOTION:** To approve minutes of July 8, 2010 as written. (MCDOUGALL, ROY)

Voted and approved 4-0

Phelan abstained

**MOTION:** To approve minutes of July 15, 2010 as written. (MCDOUGALL, ROY)

Voted and approved 5-0

**MOTION:** To table the minutes of August 5, 2010 until corrected. (MCDOUGALL, ROY)

Voted and approved 5-0

Election Warrant State Primary

Chairman Dods read the warrant aloud.

**MOTION:** To sign the Election Warrant State Primary for September 14, 2010. (PHELAN, BLANCHARD)

Voted and approved 5-0

Bill warrant

**MOTION:** To sign the bill warrant W-11-7 \$193,080.56. (MCDOUGALL, BLANCHARD)

Voted and approved 5-0

**VII. OPEN TIME FOR PUBLIC**

Nothing at this time

Having no further business, the meeting was adjourned at 8:55 P.M.

Respectfully submitted  
Regina Shea-Sullivan  
Administrative Assistant