

Town of Rowe – FY2012
Board of Selectmen - Minutes
Wednesday, February 2, 2012 – 7:00pm
Rowe Town Hall

Call to Order: The meeting was called to order at 7:00pm.

Present: Chairman Noel Abbott; Selectmen Paul McLatchy III and Robert Clancy

Audience: Paul McLatchy Jr, Jodi Brown, Jack Williams, Ron & Rosie Gordon, Cindy Laffond, Bob Dykeman

Tower Clock: Resident Ron Gordon asked that he be given a key to the Janitor's Closet on the 2nd floor and the Storage Room on the 2nd floor so that he has access to adjust the tower clock as needed. The Selectboard voted unanimously to have Ms. Miller give him these two keys.

Audit: Resident Cindy Laffond stated that she was concerned about the current audit taking place. She has seen townspeople conferring with Ms. Sarnelli in the Selectmen's Office, and she wondered why certain people were apparently given access to the auditor. She had never seen any invitation to all townspeople to take part in this process. She said she has also heard rumors about who had asked for this audit. Her impression was that Heidi Cousineau had asked for the audit, but members of the Audit Committee stated that the Selectmen had asked for the audit. She also stated she was told by the Audit Committee that the Selectmen had invited Marilyn Wilson into the Executive Session. Chairman Abbott responded:

- 1) He recalled that Heidi Cousineau had asked for an audit (he recalled that the Finance Committee was in the room at the time),
- 2) Heidi Cousineau requested that Marilyn Wilson attend the Executive Session
- 3) He contacted Walt Quist and Marilyn Wilson to be on the Audit Committee. A third person declined. Walt & Marilyn recommended Pru Berry be on the Audit Committee.
- 4) It was not the Selectboard's intention that just anyone would come in and talk to Jo Sarnelli

Ms. Laffond stated that if citizens are deciding to talk to Jo Sarnelli that is unfair. She asked that if she [Ms. Sarnelli] is talking to non-employees does that taint the process? She also stated that she felt it was a conflict to have Marilyn Wilson on the Audit Committee due to her being a representative of Ms. Cousineau in the Executive Session.

Planning Board Appointment: At the recommendation of the Planning Board the Selectboard voted unanimously (3/0) to appoint Marilyn Belval to the Planning Board. This appointment will expire May 19th (town election).

Fire Department Review: Fire Chief McLatchy joined the Selectboard at the conference table. Status of the department: Not too many people responding to fires. We need to look at people, systems and the structure. We did not shine during the last loss control audit in the housekeeping department. We do need more people in the department. Goal #1 is to boost morale and attract more people to join the department. A list entitled "Fire Dept Ideas" was presented by the Chief. Some of the items include: Communication room, obsolete equipment, outdated radios [Chief will contact MEMA to see if radios can be donated to another entity], update truck signage to display current equipment numbers, have FD personnel complete survey, prepare manual for communication room with sheet for each dwelling indicating location of fuel tanks and other pertinent info, regain respect of surrounding towns, purchase some new turnout gear (\$1800 per outfit). The Chief stated that he has received positive comments so far. Ms. Miller suggested the Chief contact Rick Williams to see what overlay maps may be available with their *ArcView* mapping software that may be usable for the Fire Department. The Fire Chief will meet with the Selectboard again after the annual town meeting to review status of the long "to do" list. Ms. Miller will provide Chief McLatchy with a copy of the statewide public safety mutual aid agreement; a list of

current officers, staff and firefighters; street lists; and email address of the town's insurance account representative.

Chapter 90 Project Reimbursement Request: The Selectboard voted unanimously to approve and sign the project reimbursement request form for the Zoar Road milling/resurfacing project for \$262,479.

DPW: DPW Supt. Jim Taylor joined the meeting to discuss several matters.

- **Depot Street Bridge:** Letter was received from MassDOT stating that a December 28th inspection of the Depot Street Bridge showed serious problems which necessitate that the bridge be posted down to 3 tons immediately. Supt. Taylor picked up state signs from MassDOT and installed them on Monroe Hill Road and adjacent to the bridge. He is also getting a sign made to post at Rt. 2 turn off to Rowe to alert truck drivers so that they can take alternate routes. Ms. Miller will speak with Marcella Stafford Gore of Monroe Town Hall about drafting a joint letter to MassDOT to discuss disposition/bridge replacement.
- **Other Town Bridges:** Mr. Taylor reported that other town bridges have been inspected. He is awaiting inspection results.
- **October Snow Storm:** The town will be receiving FEMA funds for the October snow storm.
- **Dam Inspection Reports:** Final reports have been received. Lenard Engineering has submitted original reports directly to Mass DCR. No change from inspection five years ago.

Fire Chief Retirement: The Selectboard voted (2/1) to have Ms. Miller order an engraved Fireman's Bugle as a retirement gift for recently-retired Fire Chief Ed May. Selectman McLatchy dissented due to the cost of the bugle (\$490.25). It was agreed to hold the event in late spring/early summer at Pelham Lake Park. Other venues were too costly. Ms. Miller will contact Tom Danek of the Readsboro Lions Club to see if they are available to put on a chicken barbeque, and what the cost would be.

Open Meeting Law Complaint: Complaint was received from Lisa Danek-Burke alleging that Messrs. Abbott and McLatchy violated the state's Open Meeting Law on December 20, 2011, as follows:

"Deliberation of Rowe Town public business outside of an open public meeting through oral communication at a Rowe School Committee Meeting among a quorum of the Rowe Board of Selectman."

Chairman Abbott presented a draft response for review/approval. Draft was approved. Ms. Miller printed final copy and Messrs. Abbott and McLatchy signed the letter and asked Ms. Miller to scan the signed letter and email it to Ms. Danek-Burke tomorrow. A hard copy will be forwarded to the Attorney General's Office.

Surplus Truck: The 1999 Ford F-150 pickup truck has been advertised for sale as surplus. Bid opening is February 15th at 7:15pm.

FCCIP Building/Wiring/Plumbing/Gas Permits: Ms. Miller will find out if the town can pay for building/wiring/plumbing/gas permits for residents if the FCCIP transitions to a new program whereby they keep permit fees. Presently permit fees are returned to towns.

VSO Administrative Work: Ms. Miller will ask Sandra Daviau if she is interested in attending the VSO (Veterans Services Officer) training to be held in early March. This training is mandatory to participate in the new online reporting program that will become effective July 1st. VSO David Scrivens is not able to attend this mandatory training. The state VSO informed Ms. Miller that another individual—who does not need to be a veteran—can attend the training and enter monthly online information for the VSO.

Repository of Meeting Minutes for Town Boards/Committees: The Town Clerk was to attend the previous meeting (Jan 18th) to discuss her October 12, 2011, memo asking that effective immediately all boards/committees submit copies of all approved meeting minutes to her office. Ms. Miller provided this evening a draft memo to the Town Clerk she was asked to prepare asking that the Town Clerk attend the Feb 15th meeting to discuss the matter as she did not attend the Jan 18th meeting. The Selectboard agreed to table the matter at this time and the memo will not be sent.

Memo from BOH Member Ann Foshay: The Selectboard received a memo from Ms. Foshay recommending that the town nurse's hours be set at 19½ per week (FY12 hours are 24 hours per week—prior to FY12 it was 16 hours per week). She states that the BOH had no idea that increasing the nurse's hours to 20 or more per week entitled the nurse to sick, vacation, holiday, personal and bereavement time off. She states that these compensated absence days off will only afford the town an overall four extra days in the office each year, while giving the nurse 28 extra days of pay. Selectman McLatchy stated he was upset hearing this information because last year the Selectboard had told the BOH that the nurse's hours should be kept under 20 per week for this very reason. The BOH—including Ms. Foshay—insisted it had to be 24 hours per week and pursued this by presenting a citizens' petition to the Selectboard to have \$8,442.20 appropriated at the May 2011 FY2012 annual town meeting for the services of the town nurse to keep the Health Services office open three eight hour days a week. Ms. Miller was asked to verify the figures in Ms. Foshay's memo. The matter will be discussed at the next meeting (February 8th).

Energy Reduction Plan: The state DOER has requested permission to post Rowe's *Energy Reduction Plan* on their website as an example for other communities to see/follow. The Selectboard unanimously voted (3/0) to give permission for their use of the document.

Minutes: Review/approval of minutes was deferred to a subsequent meeting.

Warrants: TW#17 and PW#16 were unanimously (3/0) approved for payment.

Police Log: Time Log for Dec 2011 was reviewed.

Adjourn: The Selectboard voted unanimously (3/0) to adjourn the meeting at 9:40pm.

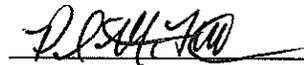
Respectfully submitted,

Ellen B. Miller
Town Coordinator

Approved:



Noel R. Abbott, Chairman



Paul McLatchy III

May 30, 2012

Date Approved

Robert J. Clancy

Attachments:

- Agenda
- Fire Dept Ideas
- C.90 Project Reimbursement Request Form
- OML Complaint received 1/20/12; BOS response dated 2/2/12
- Corres concerning repository of meeting minutes
- Ann Foshay memo received 1/30/12 re town nurse hours