

Town of Rowe – FY2013
Board of Selectmen – Meeting Minutes
Tuesday, October 16, 2012 – 6:00pm

Call to Order: The meeting was called to order by Chairman Abbott at 6:07pm.

Present: Chairman Noel Abbott, Vice Chairman Paul McLatchy III, and Selectman Marilyn Wilson

Audience: Ann Foshay, Dot Page, Cindy Laffond, Joyce Boutwell, Florence Veber, Jodi Brown, Jack Packard, Earl Carlow, Myra Carlow, Donna Flagg, Becky Richardson, Rosie Gordon, Ron Gordon, Betty Vernes, Jenn Morse, Robin Reed, Bill Knittle

Meeting Room Wall Panels: Becky Richardson asked if the room partition between the two hearings rooms can always be left open. It was discussed that this would be possible.

Work Bee at Rowe School: School Committee member Cindy Laffond would like to have a work bee this Saturday, Oct 20th from 9am to 12 noon. Volunteers would be moving furniture and equipment out of the school structure, bringing them to the DPW garage, cleaning them and storing them. She asked if the items can be stored at the Soule barn and the Gracy House. Items in the Soule barn will be covered with tarps. The Select Board voted unanimously (3/0/0) to allow Ms. Laffond to hold the work bee and store the items at the Gracy House or Soule barn. Ellen Miller will put a town-wide call out asking for volunteers.

Audience Comments re School: Several residents shared their thoughts about the school matter:

- Would like to see some kind of vote on what sense of the town is
- Support the idea of letting people make their feelings known
- Appreciate that BOS has slowed down this emotional situation
- If we build a school it should be open all of the time

School Building Committee Clerical Help: In response to the job duties drawn up for the individual to be hired to assist with the school fire matter, Cindy Laffond stated that she felt the School Building Committee (SBC) should be the ones to decide who will assist them, or perhaps one of the members will take meeting minutes. Selectman Wilson agreed. It was decided to amend the job description to remove the duties of assisting the SBC. The Board did state that should the need arise in the future that the SBC is welcome to use the individual as a resource.

DPW Solar Array Bid Award: The following bids for the solar array to be installed on the DPW garage with Green Communities grant funds were received:

• Certified Safe Electric, Inc., Marshfield MA	\$29,900
• BPVS, Adams MA	\$29,250
• EMSA Solar, Parlin NJ	\$28,300

It was determined that Certified Safe Electric was not compliant as they did not acknowledge the addendum, and EMSA Solar was not compliant as they had not been in business for at least (7) years. The Select Board voted unanimously to award the bid to BPVS of Adams MA for the price of \$29,250. Jack Packard and the Energy Committee were thanked for their work.

Storm Window Workshop: Jack Packard announced that Part 1 of the Storm Window Workshop, being paid for through Green Communities grant funds will be held Wed, Oct 24th at the Gracy House at 6:30pm.

Open Meeting Law/Ethics Training: Jenn Morse reported that the training will take place on November 8th at 6pm. She will contact Rowe Camp & Conference Center to see if the training can be held there.

Recall Petition Challenge: Chairman Abbott explained that he has done some research into this matter. His research revealed that the signature on the petition of Brandon Sprague that was not signed by him was incorrectly validated. A person needs to be physically incapacitated—not just inconvenienced—to have someone sign for them. However, that does not invalidate the recall petition. Selectman Wilson stated that she found conflicting information—and stated that it is common and legal as per two lawyers at the Ethics Commission and Black’s Law Dictionary for spouses to sign for spouses. Chairman Abbott stated that his information was received directly from Michelle Tassinari, lead attorney for MA Elections Division. Since there were more than sufficient signatures on the recall petition, the recall election will proceed for December 1st.

MIIA Final Report: The final report has been received from MIIA. It estimates that the total cost to replace structure with similar structure: \$ 7,377,013.11 (copy attached).

Demolition Bid Specs: MIIA is drawing up specifications for the building demolition. School Committee Chair Lisa Miller has put the demolition of the building on the agenda for their October 24th meeting.

School Committee Chair Questions for MIIA: SC Chair Lisa Miller emailed Tom Donaldson of MIIA asking questions about the following: 1) can brick be reused? 2) Can boiler be reused? She also asked if he was aware as to who would responsible for votes needed to be taken. [See email attached for his responses.]

School Purchase Orders: Purchase orders for the replacement of items lost in the fire were reviewed by the Select Board. All were approved except the following:

- **Replacement of musical instruments:** The instruments at the school will be removed on Saturday during the work bee, and will be assessed. If deemed unusable, the purchase order for new items will be approved. If it seems they may be usable, they will be brought to a facility that cleans musical instruments for a professional assessment. If deemed usable by them, they will be professionally cleaned.
- **Smart Board Equipment:** Bill Knittle stated that the immediate need on the CDW purchase order is for ceiling mounting equipment (3 sets) for Smart Board projectors. He stated that Rowe is using classrooms at Hawlemont that had Hawlemont Smart Boards in them. The Smart Boards were moved to classrooms Hawlemont is now using, but the ceiling mounting equipment needs to be moved from the rooms Rowe is using to the Hawlemont rooms, and the purchase order is for mounting equipment to be used in the Rowe rooms. There are six (6) full sets of Smart Board equipment from the Rowe school that is stored at the fire station.

The Select Board asked Bill Knittle to ask Supt. Buonoconti if the Smart Boards and peripheral equipment, musical instruments (if usable), and laptops and MacBooks that we currently have can be brought to the Rowe School at Hawlemont. If the Superintendent says yes, then we will ensure that the equipment is cleaned and inspected before being brought into the school. [See memo to SC attached.] If testing is required, the board would not request they be brought to Hawlemont due to cost.

Busing Costs: Ellen Miller reported that the School Committee has approved the addition of a second bus so that the school day can revert back to the standard schedule: 8:30am to 3:15pm. The schedule since school started in August has been shifted 30 minutes later due to increased busing time. The cost of this additional bus is \$269.75 per day. Total cost will be approximately \$40K, which will be covered by the “loss of income” portion of the town’s insurance. The Central Office is asking for approval to add this additional bus.

Inventory of Items at the School: Bill Knittle stated he is still working on this, and it will be done in a couple of weeks.

Administrative/Accounting Assistance: Selectman Wilson reported that she has contacted three temp agencies concerning pricing. She has one promising agency and two possible candidates from the area that are used to working with municipalities. Chairman Abbott stated that he had received an email from an individual stating that they had problems with a particular agency. It was not stated what agency(ies) are being discussed. Ms. Wilson stated she has spoken with a few persons about the accounting assistance, but she has not spoken with Lynn Hathaway yet.

BOS Letter to Supt. Buonoconti re Possible Fire Expenses: No response yet to Aug 20th email, Oct 2nd letter, or Oct 11th email.

Fire Chief's Report on School Fire: The Fire Chief's report on the August 4th fire was received from Chief McLatchy. Ellen Miller will email a copy to Police Chief Dandeneau.

School Building Committee: The following names have been received for consideration to be on the School Building Committee: Joanne Blier, Michael Buonoconti, Janet Cowie, Ann Foshay, Bill Knittle, Kerri McLatchy, Paul McLatchy III (Selectman), Marjorie Morse, Bob Silva and Susie Zavotka. A School Committee member will also be on the committee. It is presumed that they will inform the Select Board who will represent them following their Oct 24th meeting. A Finance Committee member should also be on the committee. Myra Carlow of the FC stated that she believed Chair Dennis May was interested in serving. The Select Board stated that Mr. May will need to send in a written notice (email is sufficient) of his interest.

There was discussion that this committee should only be made up of townspeople. Bill Knittle stated that School Business Manager Joanne Blier has a great deal of expertise and should be considered for the committee. Chairman Abbott stated that she could be a consultant to the committee. Selectman McLatchy stated that he had researched some building committees and had found that Superintendents and Business Managers had been on these committees.

In light of Town Counsel Joel Bard's recent opinion that the School Committee has authority over school site—and citing that town meeting action took the land to be used for constructing an elementary school—it would be premature for the BOS to appoint a School Building Committee before knowing the intentions of the SC. The BOS will send a memo to the SC asking the SC to take a vote as to whether they want to rebuild the school or not, and to get their answer to the BOS ASAP. If they in fact do not want to build a school, or are interested in building a facility that also encompasses other uses, town meeting action will need to be taken on either of those (or any other) scenarios. [See memo SC attached.]

School Forum: The forum has been put on hold at this point, until the School Committee decides the disposition of the Rowe School building site.

Conservation Committee Vacancy: Myra Carlow reported that the ConCom is meeting this Friday and will discuss possible new members for consideration by the BOS.

Dog Officer Vacancy: Selectman Wilson reported that Loretta Dionne is not interested in this appointment. The matter was deferred to the next meeting.

Police Chief Succession: Chairman Abbott reported that approximately 4 months ago in a meeting with Greenfield Mayor Bill Martin that Mayor Martin suggested a good source that is associated with UMass. The cost was going to be \$12-14K, which was deemed too expensive. He researched other options. He spoke Kurt McKenzie at the MA Dept. of Public Safety who referred him to Phil Adams, past president of the Western MA Police Chief's Association and Hampden Police Chief (Ret.). Mr. Adams, along with Richard Marchese, East Longmeadow Police Chief (Ret.), will attend next week's BOS meeting to provide information on the process to search for a new chief. The cost for their work would be \$4-4.5K. If their services will be used funds will probably need to be sought at a Special Town Meeting. They will meet with Chief Dandeneau before their meeting with the BOS.

Meeting Schedule: Chairman Abbott will be away from Wed, Oct 24th thru Sun, Nov 4th, and will miss the Oct 30th BOS meeting. It was agreed to keep to the same Tuesday evening at 6pm schedule.

Pond Road—One Way Closure: At the request of the Rowe School PTP the BOS agreed to lengthen the closure of Pond Road to one way traffic on Saturday, Oct 27th from 3:30pm-7:30pm to 3:00pm-7:30pm to allow for tailgate trick-or-treating.

Treasury Office Update: Treasurer Donna Flagg reported that all treasury records have now been returned to the town hall. They are working on closing FY2012 as well as performing current year work. She has been working 1 ½ days per week. Ellen Miller reported that Ms. Flagg's bond has been received and needs her signature.

Assistant Treasurer Wages: Ellen Miller reported that a Reserve Fund Transfer request for \$400 has been submitted to the Finance Committee and that she has informed FC Chair Dennis May.

WiredWest: Chairman Abbott reported that 38 people have responded to the WiredWest survey sent to each household, and these 38 have indicated they are interested in WiredWest's services. WiredWest is contacting town treasurers for copies of each town's Verizon bills. Donna Flagg stated that she will comply with any request she receives concerning the request for documents. Chairman Abbott stated that it will be up to the BOS to determine the ultimate provider for the town and town services.

SSA COLA for 2013: Selectman McLatchy reported that the recently-published SSA COLA for 2013 will be 1.7%. This is the rate that has been used for many years as the COLA given to town employees.

Presidential Election Warrant: The BOS signed the Presidential Election Warrant for the November 6th presidential election.

Cultural Council: Selectman McLatchy will speak with Meghan McLatchy to see if she is still interested in continuing her appointment on the Cultural Council. Ms. McLatchy no longer lives in Rowe.

Veterans' Agent Meeting in Rowe: Ellen Miller stated that she has left messages for Leo Parent concerning his interest in holding open office hours in Rowe and in meeting with the BOS. She has not heard back yet on a date/time that he would like to come to Rowe.

FCCIP: Monthly report for Sept 2012 was reviewed.

Police Matters: Chief Dandeneau attended the meeting to discuss the following:

- **24/7 Coverage:** In an attempt to provide 24/7 coverage for the town the BOS had requested that Chief Dandeneau try out a paging system. Chief Dandeneau obtained pagers from CVC Paging of VT on a trial basis. It was hoped that the pagers would provide complete 24/7 town-wide coverage for contacting officers. Chief Dandeneau recommends not using the paging system, as it requires the pagee to get to a phone (either land line or cell phone) to respond to the page. This is inappropriate for a rural town such as Rowe. He recommends the continued use of the two systems currently in place: the 2-way radio system, and the Plectron system used by Shelburne Control to contact public safety personnel (police/fire/EMS).

There was discussion of having Rowe officers be on standby status when not actually working. What, if any, would rate be for standby status? Chief Dandeneau suggested that this should be a negotiated rate. This matter will be discussed at another time.

- **Dog Matter:** Chief Dandeneau reported that a dog had been hit by a car on Sunday on Zoar Road near the King's Highway intersection. Dog owner(s) could not be located. Chief Dandeneau stated that he was in the middle of responding to a domestic dispute so asked a resident to take the dog to the emergency veterinary hospital in South Deerfield for treatment. The vet determined the dog had a broken back. The Chief did get in touch with the dog owner the next morning who in turned called the vet to authorize that the dog be put down. Chief Dandeneau does not know if there will be a charge coming to the town for the vet's services. Chief Dandeneau does recommend that the Dog Officer be a local person who will be close by. He states that the dog in this matter suffered for 12 hours.

Minutes: The followings actions were taken on meeting minutes:

- August 5th: Signed (approved at previous meeting)
- August 6th: Signed (approved at previous meeting)
- August 28th: Unanimously (3/0/0) approved as amended
- September 11th: Unanimously (3/0/0) approved as submitted
- September 25th: Unanimously (3/0/0) approved as submitted

Adjournment: The Selectboard voted unanimously to adjourn the meeting at 9:23pm.

Respectfully submitted,

Ellen B. Miller
Town Coordinator

Approved:



Noel R. Abbott, Chairman



Paul McLatchy III, Vice Chairman



Marilyn Wilson

December 14, 2012

Date Approved *Signed*

(Approved Oct. 30, 2012)

Attachments:

- Agenda
- DPW Solar Array bid information
- MIIA Final Report on School Fire
- SC Chair Lisa Miller email to Tom Donaldson
- Email re Additional School Bus
- Fire Chief Report on School Fire
- Reserve Fund Transfer Request – Asst Treas Wages
- Nov 6th Presidential Election Warrant
- FCCIP Sept 2012 report