

**Town of Rowe – FY2013**  
**Board of Selectmen – Meeting Minutes**  
**Wednesday, January 23, 2013 – 4:00pm**

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**Call to Order:** The meeting was called to order by Chairman Wilson at 4:08pm.

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

**Audience:** Jack Packard, Ann Foshay, Cindy Laffond

**Green Communities Projects:** Jack Packard, Energy Committee Chair, attended the meeting to obtain approval on two of the Green Communities projects being undertaken:

- **Project 4 – Hybrid Water Heater:** This project entailed replacement of the town hall electric water heater with a hybrid water that mainly is heated with ambient air temperature. It is located in the furnace room, which is always warm—especially in the colder months. There is an electric backup system. This project has been completed and paid for (\$1550).
- **Project 5 - Window Quilt Project:** A quote was received from Window Quilt of Brattleboro VT for window quilts for (40) town hall windows for the cost of \$6,892.11. The Select Board voted unanimously (3/0/0) to approve the contract and authorized the Chairman to sign the contract.
- **Project 6 – National Grid Re-Lamping:** This project entails re-lamping most of the major interior and exterior lamps we have. This project is projected to save 4 watts per bulb. The Select Board unanimously approved the project (3/0/0) in the amount of \$447.63 and authorized the Chairman to sign the contract documents

**Minutes:** The Select Board voted unanimously (3/0/0) on the following meeting minutes:

- December 20, 2012: approved as amended
- January 2, 2013: approved as amended
- January 9, 2013: approved as amended
- January 14, 2013: approved as amended
- January 16, 2013: approved as amended

**School Fire Purchase Orders:** The following purchase orders were unanimously (3/0/0) approved by the Select Board:

- PO 1380123 – Wheelwright Consultants: \$40.00 - Replace Serve Safe certificates
- PO 1380186 – Gerry’s Music Shop \$5,482.00 – 17 assorted musical instruments
- PO 1380187 – Kuzmeskus Inc \$32,500.00 – Additional bus added 12/10/12 for remainder of school year

Ms. Miller will forward the signed POs to Laurie Laffond at Rowe Elementary School.

**School Warrant Process:** It was agreed that a meeting be held to sort out logistics of the school warrant process. The following will attend: Marilyn Wilson, FRCOG accountant, Joanne Blier, Bill Knittle, Ellen Miller. Ms. Miller reported that all signed warrants have been forwarded to Suzanne Sumner at the Central Office.

**School FY2014 Budget:** School Committee member Cindy Laffond stated that the School Committee can meet with the Select Board and Finance Committee on Friday, February 8<sup>th</sup>, at 9am to review their FY2014 preliminary budget. It was agreed to meet that date. She stated that Dennis May, Finance Committee Chairman, also agreed to this date.

**Hawlemont/Rowe MOU:** School Committee member Cindy Laffond requested permission to use Special Counsel for review/approval of the MOU (Memorandum of Understanding) being worked on for use of the Hawlemont School for the 2013-14 school year. School Counsel Russ Dupere cannot act on the School Committee’s behalf as he also represents the Hawlemont School Committee. Town Counsel Kopelman and Paige also cannot act on this matter as they represent both the Town of Rowe and the Town of Charlemont. The Select Board voted

unanimously (3/0/0) to authorize use of Special Counsel, and authorized Selectman Abbott to obtain a law firm to handle this matter. He stated that he has the name of a law firm that specializes in school law which he will contact on the School Committee's behalf. [The law firm is Mirick, O'Connell, DeMallie & Lougee, LLP of Westborough MA.] The School Fire Deficit account will be used to fund this item.

**Special Town Meeting Warrant:** At the request of Vice Chairman McLatchy, the Select Board voted unanimously (3/0/0) to ask the Moderator to act on Article 2 (request \$250K for a school building project) before Article 1 (requesting \$250K for a municipal building project) at the January 23<sup>rd</sup> STM.

**School Laptops/MacBooks:** Chairman Wilson reported that a question came up at a recent School Committee meeting asking if the two current line items for School Laptops and MacBooks are interchangeable for other types of computers. They are not interchangeable. The line items will need to be amended at a town meeting if other types of equipment are intended to be purchased. A more generic term ("IT Equipment"?) could be used.

**School Demolition:** Three demolition contractors viewed the school site on Monday, January 21<sup>st</sup>.

**MMA Town Report Contest:** The Town of Rowe came in third place in Category 3 (Towns with population 5,000 and under) for the 2011 Annual Town Report in the MA Municipal Association's Annual Town Report Contest. Ms. Miller was congratulated for this win.

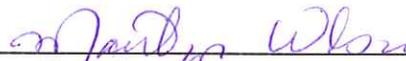
**Warrants:** The following warrants were unanimously (3/0/0) approved for payment: School Treasury Warrant 13-15, School Fire Treasury Warrant 13-15, and School Fire Treasury Warrant 13-06.

**Adjournment:** The Selectboard voted unanimously (3/0/0) to adjourn the meeting at 5:50pm.

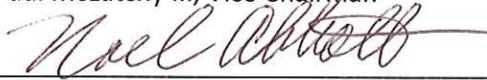
Respectfully submitted,

Ellen B. Miller  
Town Coordinator

Approved:

  
Marilyn Wilson, Chairman

  
Paul McLatchy III, Vice Chairman

  
Noel Abbott

January 30, 2013

Date Approved

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**Attachments:**

- Agenda
- Green Communities Projects 4, 5 & 6
- School Fire Purchase Orders (3)
- MMA Town Report Contest results