

Town of Rowe
Board of Selectmen – Minutes
Wednesday, December 12, 2018 – 6:30 pm
Rowe Town Hall - Hearing Room 1

Call to Order: The meeting was called to order by Vice-Chair May at 6:30 p.m.

Present: Vice-Chair Dennis May, Selectman Chuck Sokol, and Executive Secretary Janice Boudreau
Absent: Chair Jennifer Morse
North Berkshire School Union Superintendent John Franzoni, Carrie Burnett, School Committee Members
Chair Susie Zavotka, Ellen Miller, Treasurer Joanne Semanie and MLP Manager David Dvore

OPEN MEETING

Announcement of recording devices & noteworthy information – one recording device

APPOINTMENTS

6:30pm- Meeting with Rowe School Committee re: OBRA MA Deferred Compensation SMART Plan: The School Committee, Superintendent Franzoni and Business Manager Burnett discussed a request made by the School Committee to change retirement deductions. Town employees currently participate in Franklin Regional Retirement System, the Massachusetts Teachers' Retirement System or Social Security. Ms. Burnett said that the town needed to change from funding the part-time employees who did not qualify for a retirement system, or under 20 hours, to an OBRA retirement plan required by the State.

There were discussions about whether employees who had paid into the social security system would be reimbursed with equal amounts put into an OBRA plan and correct 2018 deductions and enroll affected employees as soon as possible.

Treasurer Joanne Semanie agreed to work on the issue immediately to resolve the situation by reaching out to Harper's Payroll, Town Accountant and the Dept. of Revenue and once has all of the necessary information will provide OBRA applications to the appropriate employees. Member Sokol drafted a cover letter to accompany the applications. Ms. Burnett will verify the list of affected employees.

It was also agreed that all paperwork must be completed with new hires and that they will not get paid unless paperwork is complete.

Superintendent John Franzoni, Carrie Burnett, School Committee Members Chair Susie Zavotka, Ellen Miller, Treasurer Joanne Semanie left the meeting at 7:17 p.m.

MINUTES

1. Minutes of November 28, 2018, December 5, 2018 – tabled until a later date

OLD BUSINESS

1. MLP Update:

Items Completed: Municipal Light Plant Manager (MLP) David Dvore reported that the broadband communications hut was successfully delivered on December 11th. Two new

telephone poles were installed on Cross Road. Electrical hookups to the hut will be done by electrician Gerry Ferguson in the next week or so.

Conflict of Interest: Mr. Dvore reported that Town Counsel was satisfied that the conflict of interest with Mr. Dvore acting as MLP Manager and Wired West Board Member was addressed and satisfactorily reviewed by MA State Ethics Commission.

Contract with Wired West: Mr. Dvore reported that he was in communication with Town Counsel and the Attorney representing Wired West to work out the final terms of the Network Operations and Services Agreement. There remained some points that needed further discussion.

Stand-Alone Operation vs. WiredWest MLP Coop: Mr. Dvore presented materials with a comparison of operating a MLP as a stand-alone operation versus joining a coop such as WiredWest.

Police Detail: There was discussion about whether Police detail would be at their regular rate or detail rate for the broadband project. It was agreed that it needed to be discussed.

2. Reserve Officer Job Description Final Review: The job description for the Reserve Officer – Part-time was reviewed and minor corrections were made. Vice-Chair May reported speaking with Police Chief who was satisfied with the job description for the Reserve Officer.

Motion to Accept Job Description: Member Sokol made a motion to accept the revised job description for the Reserve Officer – Part-time as corrected. The motion, seconded by Vice-Chair May was accepted. (2/0/1)

3. Executive Secretary Job Description Final Review: The job description revision for the Executive Secretary was reviewed.

Motion to Accept Job Description: Member Sokol made a motion to accept the revised job description for the Executive Secretary. The motion, seconded by Vice-Chair May was accepted. (2/0/1)

4. Insurance – Town Contribution email from Town Counsel – Possible Vote- Tabled until a later date
5. Gracy House - Updates: Ms. Boudreau reported that she had contacted several companies to obtain pricing and information related to obtaining an indoor air quality test and mold remediation cleaning. In addition, had been contacting contractors to work on obtaining quotations for the short and long term remediation of the Gracy House mold issue.

EXECUTIVE SECRETARY UPDATES

1. IT Update: Ms. Boudreau reported speaking with Northeast IT Joel Mollison to discuss budget planning and future IT projects. She was working with him to plan the servers and some issues with the quality of recent service were discussed.

2. Follow up Letter to Monroe Resident: Executive Secretary presented a follow up letter to a citizen from Monroe who had complained about road conditions on Monroe Hill Road. Board Members reviewed and signed the response letter.
3. Executive Secretary Posted Hours: Janice Boudreau explained that she was changing her posted hours from 9:00am to 9:30 am until 5:00 pm. Select Board members accepted the change.

MAIL & CORRESPONDENCE

1. Letter from Citizen: A letter was read from Douglas Wilson regarding the Goal Post. It was agreed to discuss the Goal Post at a later date.

WARRANTS:

FY19 W13 Payroll FY19 W12

Vice-Chair May invoked the Rule of Necessity since he had a family member on the payroll.

AJOURNMENT: Seeing no further business, Vice-Chair May made a motion to adjourn the Meeting at 9:45p.m. The motion, seconded by Member Sokol, was accepted. (2/0/1)

Janice Boudreau
Executive Secretary

Approval Date: December 26, 2018

Approved: *Signed copy on file with town clerk*

Jennifer Morse, Chair

Dennis May, Vice-Chair

Chuck Sokol, Select Board Member

Documents:

- Agenda 12-12-18
- Draft Minutes 11-28-18 and 12-05-18
- Email Rowe School Committee Re: OBRA
- OBRA Information Guide
- Police Officer Job Description
- Executive Secretary Job Description
- Letter to G. Cromack
- Police Report October 2018

Mail:

- Letter D. Wilson
- Email D. Dvore: Broadband Operations