

Town of Rowe
Board of Selectmen – Minutes
Wednesday, January 9, 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, Member Sokol and Executive Secretary Janice Boudreau
Absent: Chair Jennifer Morse
Audience: David Dvore, MLP Chair, Paul Hurtig, Gill Engineering Principal Engineer Keith Nelson

OPEN MEETING

Announcement of recording devices & noteworthy information: one recording device

OLD BUSINESS

1. 6:30 p.m. MLP Update- Discuss Wired West Contract:

Select Board Members reviewed the Network Operations and Services Agreement with WiredWest following Town Counsel’s final amendments and review. Municipal Light Plant (MLP) Manager David Dvore explained and reviewed each of the changes recommended by Town Counsel.

Motion to Approve Agreement: Member Sokol made a motion for Municipal Light Plant Manager to enter into agreement with WiredWest to be seen as in the best interest of the town. The motion, seconded by Vice-Chair May, was accepted. (2/0/0)

MLP Manager Dvore will sign the Agreement on the behalf of the town once it is formally approved by WiredWest at their next Board meeting next week.

a) Meetings: Meetings at Westfield Gas & Electric for a tour and the Construction Kick-Off Meeting at Town Hall on Monday, January 14, 2019 were discussed.

b) Town Building Connections: Town Connections to town buildings were discussed including Town Hall, Fire & Police Depts., Library and Refuse Gardens

c) Insurance: Insurance was discussed for the town-owned network equipment and wires. MLP Manager Dvore said he had conducted extensive research and recommended Purma as the most appropriate insurer for the for the network equipment, wires, hut and equipment except for poles which will be covered by MIIA, our current insurer. Mr. Dvore said he was in the process of finalizing the insurance application for Purma.

2. Continue Discussion about Reducing Number of Streetlights: Member Sokol asked home owner Paul Hurtig about his streetlight concerns. Mr. Hurtig said he would like the streetlight directly across from his home be eliminated. Rowe Camp and Conference Center Operations Manager Paulette Roccio said she would like to see the streetlights near the camp remain and especially at the intersection of Zoar and King’s Highway Roads.

MINUTES

1. Minutes of December 26, 2018

Motion to accept Minutes of December 26, 2018: Upon review, a motion was made by Vice-Chair May to accept the Minutes of December 26, 2018 with amendments. The motion, seconded by Member Sokol, was accepted.

APPOINTMENTS

7:30 Police Chief – Discuss Hiring New Officer and Town Speed Limit Signage:

- a). Hiring New Officer: Police Chief said she had to hire a new police officer for additional work. It was agreed to post for the position in the local newspaper. Janice Boudreau said she would take care of it and get it in the weekend edition.
 - b). Town Speed Limit Signage: Chief Shippee reported she was in the process of collecting data for Massachusetts Dept. of Transportation (MassDOT) then will send to MassDot and then they will come out to analyze data and make recommendations.
3. King's Highway Bridge: King's Highway Bridge abutter Paul Hurtig asked about the temporary bridge and roadway plan to accommodate access during construction. Mr. Hurtig was concerned whether the plan would have adequate clearance for his septic tank. Following discussion, Principal Engineer Keith Nelson and Mr. Hurtig agree to leave the meeting and visit the site. Mr. Nelson said a start date of October was discussed as it would have the least amount of impact on the Rowe Camp and Conference Center. Mr. Nelson said an intergovernmental agreement would have to be completed and it was up to the bridge contractor to work out.
4. Gracy House Update: Executive Secretary presented her updates with the progress in dealing with the mold issue at Gracy House:
- a). Quotes for mold surface cleaning and treating: Following discussion, it was agreed to spend \$195.00 to have Sterling Quality Cleaners to visit and prepare a quotation. If the town hired Sterling, the \$195.00 would be subtracted from the quote. Ms. Boudreau said the quote from Sterling would come in a few days. Service Master of the Berkshires had been contacted and they will come out to visit and prepare a quotation in a few days.
 - b). Contractors: Ms. Boudreau scheduled a meeting on Thursday, January 10th with Mike Kumph, a contractor who had worked in the Gracy House basement on a clean-up project following a raccoon causing some issues. Janice will make a 3rd call to Crowningshield to find out if he plans on getting back to me after our initial meeting.
 - c). Floor replacement: Vice-Chair May and Member Sokol wanted to prioritize the floor replacement now if it was needed then do the cleaning next.

d. COA: Ms. Boudreau recommended meeting with the Council on Aging to say that they should expect to make other plans for the next few months while the work is being completed, especially if the floor replacement is recommended. Ms. Boudreau reported that it had been difficult to obtain responses from companies, especially during the holiday period, however, was working on the project each day.

5. Facilities Position Discussion – Tabled until a later date

6. Goal Post – Survey: Select Board Members reviewed a Survey prepared by Administrative Assistant Paul McLatchy III to send to residents asking for their opinion on the Goal Post. Minor changes were made and the survey cover letter to accompany the survey. Select Board Members present signed and Chair Morse will be contacted to sign and will be sent out next week.

NEW BUSINESS

1. DCR – Orders to Prepare an Emergency Action Plan for Significant Hazard Potential Dams: The MA Dept. of Conservation and Recreation (DCR) Office of Dam Safety sent a letter stating that, as a requirement of MA General Law Chapter 21, Section 65, owners of dams must prepare an Emergency Action Plans (EAP) for their dams by the end of the year. Rowe would need 2 plans, one for Mill Pond Dam and the second for Pelham Lake Dam. Executive Secretary reported contacting a firm in Woburn, MA that specializes in plan preparations of this type. She spoke with the Vice-President of GEI Consultants who indicated if she supplied him with the Phase I Inspection/Evaluation Reports for the Mill Pond and Pelham Lake Dams he could review and provide a quotation for the EAP. It was agreed to pursue further and obtain a quotation from the firm.
2. Council on Aging – Contract for Signature: Council on Aging Co-Chair Sandy Daviau asked the Board to sign the contract for \$2716.55 with the Office of Elder Affairs for the FY19 Council on Aging Grant.

Motion to Sign: Member Sokol made a motion to sign the Council on Aging contract for \$2716.55 with the Office of Elder Affairs for the FY19 Council on Aging Grant. The motion, seconded by Vice-Chair May, was accepted. (2/0/0)

3. FRCOG - District Local Technical Assistance (DLTA) Project Requests: It was agreed to review in detail and discuss at the next meeting to finalize.

EXECUTIVE SECRETARY UPDATES

1. CDL – Drug/Alcohol Testing: Chair Morse previously requested that Executive Secretary look into looking into other companies who perform the compulsory MassDOT CDL driver drug/alcohol testing, since the current company recently made the Greenfield collection site an “out of network” area, requiring drivers go to Pittsfield. Ms. Boudreau researched the situation and found Custom Drug Testing, Inc. used by Charlemont to be much less expensive, they come to our location and do work for 180 Massachusetts towns.

Motion to Enroll: Following review, Vice-Chair May made a motion to enroll with Custom Drug Testing, Inc. to perform the compulsory MassDOT CDL driver drug/alcohol

testing joining the MIIA Consortium. The motion, seconded by Member Sokol, was accepted. (2/0/0)

MAIL & CORRESPONDENCE

1. Letter from Citizen: Select Board Members reviewed a letter from Rowe homeowner Mr. Cupples who expressed concern that the King's Highway wouldn't remain open during the King's Highway Bridge construction project next fall. Select Board Members had agreed at a prior meeting to install a temporary bridge that could accommodate vehicular traffic so it was agreed to send Mr. Cupples a copy of the approved Select Board Meeting Minutes that address the issue.
2. Letter from Citizen: Select Board Members reviewed a letter from the Rowe Camp and Conference Center addressing the same concern as Mr. Cupples. It was agreed to respond in the same manner as Mr. Cupples.

Executive Secretary noted that she had contacted both Mr. Cupples and Rowe Camp and Conference Center Director Felicity Pickett by telephone informing them of the vote and agreed to provide written documentation.

WARRANTS:

FY19 W15 Payroll FY19 W14 were reviewed and signed.

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 8:47p.m. The motion, seconded by Member Sokol, was accepted. (2/0/0)

Janice Boudreau
Executive Secretary

Approval Date: *January 23, 2019*
Approved:

Jennifer Morse, Chair

Dennis May

Dennis May, Vice-Chair

CS

Chuck Sokol, Select Board Member

Documents:

- Agenda 01-09-19
- COA – Commonwealth of MA Standard Contract Form
- MIIA – Letter re: Mold Damage at Gracy House Community Center (2 pages)
- DLTA – FRCOG Request for District Local Technical Assistance (DLTA) Project Requests
- DLTA- Request Form (5 pages)

- Mail:
 - Letter from J. Cupples
 - Letter from Rowe Camp & CC
 - DCR Request - Mill Pond Dam (4 pages)
 - DCR Request- Pelham Lake Dam (4 pages)
 - DCR Correction to Emergency Action Plan Order
 - National Grid- Yearly Operational Plan (6 pages)
 - MA Division of Fisheries & Wildlife Re: King's Hwy Project
 - FEMA Risk Mapping, Assessment, Planning & Questionnaire (14 pages)
 - MMA – Annual Meeting (4 pages)
 - GEI Consultants, Inc. Letter re: Dam Emergency Action Plans (4 pages)
 - Town of Rowe Pricing for Drug/Alcohol Testing to meet CDL Driver Requirements – Custom Drug Testing