



Town of Rowe
Board of Selectmen Minutes
Monday, July 13, 2020 –5:00 p.m.
VIA TELECONFERENCE

This meeting will be held via video conference, consistent with Gov. Baker's temporary modifications to Open Meeting Law due to the COVID-19 pandemic.

Board of Selectmen: Chair Charles Sokol, Selectman Ed Silva, Vice-Chair Joanne Semanie
Administrative Staff: Janice Boudreau, Executive Secretary, Paul McLatchy III, Administrative Assistant to the Boards
Audience of Citizens: Rosemary Gordon, MLP Manager David Dvore

Call to Order: Chair Sokol called the meeting to order at 5:03 P.M., a quorum of the board present.

MOTION: Roll call vote to call to order:

Chair Sokol: yes

Vice-Chair Semanie yes

Selectman Silva absent (Selectman Silva joined the meeting at 5:32 p.m.)

Announcement of recording devices: two

New Business:

1. Welcome new member and organization of the Board- officer(s)/liaisons: Chair Sokol welcomed new member to the Board, Joanne Semanie. It was decided to wait until Selectman Silva arrived to discuss Board organization.
2. Emergency Management Director – Letter of Interest: It was acknowledged that a letter of interest had been received and it was agreed to see if additional applicants come forward.
3. Vote to increase hours of Police Chief, retroactive to July 1st: It was noted that the stipend for Police Chief was approved at the Annual Town Meeting and that the Board needed to formalize the increase of the Chief's hours.

MOTION TO APPROVE INCREASE OF HOURS: Chair Sokol made a motion to increase the Police Chief's hours to a maximum of 20 to include all other benefits of a town employee retroactive to the first of July 2020.

Roll Call Vote: Chair Sokol- Yes Vice-Chair Semanie- Yes Selectman Silva- absent (Vote: 2-0)

4. Cemetery Commission: Town Clerk reported that the person elected to the Cemetery Commission declined the position and that a letter or joint meeting with the Commission would need to take place with a recommendation.

Old Business:

1. Chapter 90 – State Aid Reimbursable Request: The document was presented to the Board regarding paving work on Pond Road to Ford Hill Road. It was decided to proceed with the project.

MOTION TO APPROVE THE CHAPTER 90 PROJECT: Chair Sokol made a motion to sign and approve the State Aid Reimbursable Program- Chapter 90 for the paving of Pond Road and Leshure Road to Ford Hill Road. The motion was seconded by Vice-Chair Semanie.

Roll Call Vote: Chair Sokol- yes Vice-Chair Semanie- Yes Selectman Silva- absent
(Vote: 2-0)

Selectman Silva entered the meeting at 5:32 p.m.

Contracts:

1. Town of Charlemont and Charlemont Municipal Light Plant and Town of Rowe and Rowe Municipal Light Plant: Municipal Light Plant Manager David Dvore explained that the two contracts were an even exchange between Rowe and Charlemont to allow for mutually beneficial broadband exchange between towns.
2. Town of Rowe and Rowe Municipal Light Plant and Town of Charlemont and Charlemont Municipal Light Plant: The contract was presented that was contingent upon the previous contract and that Town Counsel presented the agreements as separate contracts contingent upon one another.

MOTION TO APPROVE: Chair Sokol for the use of fiber and shared fiber on Tatro and a small part of Davenport Road for the mutual contracts between the Town of Charlemont and the Town of Rowe. The motion was seconded by Vice-Chair Semanie.

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)

New Business:

5. Chair Sokol restated a welcome new member and organization of the Board- officer(s)/liaisons: Chair Sokol said he would be happy to continue to serve as Chair if members agreed. Members Semanie and Silva agreed with having Chair Sokol continue in the role of Chair. There was discussion about the Vice-Chair position.

MOTION TO APPOINT: Chair Sokol made a motion to serve as the Chair and Joanne Semanie as serve as Vice-Chair of the Board of Selectmen for the next year. Selectman Silva seconded the motion.

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)

6. Warrant signatory- continue with single signatory or resume multiple (vote if continuing with one) – per MGL Chapter 41 Section 56:

MOTION TO APPOINT: Chair Sokol made a motion to appoint Vice-Chair Semanie as Warrant signatory for the FY21 year. The motion was seconded by Selectman Silva.

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)

Minutes:

a) Minutes of June 8, 2020:

MOTION TO ACCEPT THE MINUTES OF JUNE 8, 2020: Chair Sokol made a motion to accept the Minutes of June 8, 2020 as written. The motion was seconded by Selectman Silva.

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- Abstain
(Vote: 2-0-1)

b) Minutes of June 16, 2020:

MOTION TO ACCEPT THE MINUTES OF JUNE 16, 2020: Chair Sokol made a motion to accept the Minutes of June 16, 2020 as written. The motion was seconded by Selectman Silva.

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- Abstain
(Vote: 2-0-1)

c) Minutes of June 30, 2020:

MOTION TO ACCEPT THE MINUTES OF JUNE 30, 2020: Chair Sokol made a motion to accept the Minutes of June 30, 2020 as written. The motion was seconded by Vice-Chair Semanie.

Roll Call Vote: Chair Sokol- yes Selectman Silva- abstain Vice-Chair Semanie- yes
(Vote: 2-0-1)

d) Minutes of June 4, 2020:

MOTION TO ACCEPT THE MINUTES OF JUNE 4, 2020: Chair Sokol made a motion to accept the Minutes of June 4, 2020 as written. The motion was seconded by Selectman Silva.

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- Abstain
(Vote: 2-0-1)

6. FY21 Appointments:

There was discussion about the FY21 Appointments. Following discussion, it was decided to focus on the one year appointments.

**MOTION TO APPOINT: CHAIR SOKOL MADE A MOTION TO APPROVE THE FOLLOWING
ONE-YEAR APPOINTMENTS IN GROUP A. The Motion was seconded by Vice-Chair
Semanie:**

GROUP A

Animal Control Officer - Town	Arthur Samuelson	1
Animal Control Officer-Relief	Henry Dandeneau	1
Board of Registrars - Head Registrar	Paul McLatchy III	1
Board of Registrars - Registrar	Lisa Danek Burke	1
Board of Registrars - Registrar	Kerri McLatchy	1
Board of Registrars - Registrar	Brittani Sprague	1
Bylaw Review Committee	Paul McLatchy III	1
Bylaw Review Committee	Jim Lively	1
Bylaw Review Committee	Christopher Hyytinen	1
Coop Pub Health Ser Oversight Board	Maggie Rice	1
Council on Aging	Sandra Daviau	1
Council on Aging	Christine Tower	1
Council on Aging	Marilyn Belval	1
Council on Aging	Joanne Brown	1
Council on Aging	Doris Fensky	1
Council on Aging	Florence Veber	1
Council on Aging	Shirley Veber	1
DPW Superintendent	Lance Larned	1
Election Clerk	Ashton Morse	1
Election Teller	Paul McLatchy, Jr.	1
Election Teller	Christine Tower	1
Election Teller	Shirley Veber	1
Election Warden	Loretta Dionne	1
Election Warden	Ramon Sanchez	1
Election Warden	Marjorie Morse	1
FC Coop Inspection Program Rep	Janice Boudreau	1
FC Solid Waste Mgt. Dist Rep to	Dan Poplawski	1
Fire Chief	Dennis Annear	1
Forest Fire Warden	Brandon Sprague	1
Franklin Reg Planning Board Rep	David Roberson	1
Franklin Reg Planning Board Rep	Selectman	1

Franklin Reg Transit Authority Rep to	Paul McLatchy III	1
FRCOG Council Alternate Rep to	Paul McLatchy III	1
FRCOG Council Rep to	Janice Boudreau	1
Gracy House Committee	Loretta Dionne	1
Gracy House Committee	Mary Paige	1
Gracy House Committee	Walt Quist	1
Hampshire Group Ins. Trust Rep	Janice Boudreau	1
Hampshire Group Ins. Trust Rep. Alt	Paul McLatchy III	1
Inspector of Buildings	Jim Hawkins	1
Inspector of Electrical	Tom McDonald	1
Inspector of Plumbing & Gas	Andy French	1
Keeper of the Dams	Henry Dandeneau	1
Keeper of the Dams - Alternate	Julie Shippee	1
Local Inspector	David Roberts	1
Measurers of Wood, Bark, Lumber	Thomas Danek	1
Measurers of Wood, Bark, Lumber	Robert Rice	1
Mohawk Woodlands Partnership	Walter J. Quist	1
Open Space Plan Committee	Sean Loomis	1
Open Space Plan Committee	Paul McLatchy III	1
Open Space Plan Committee	Jennifer Morse	1
Open Space Plan Committee	Laurie Pike	1
Police Officer - Auxiliary	Jarod Bellows	1
Police Officer - Auxiliary	Melinda Herzig	1
Police Officer - Auxiliary	Francis Noyes	1
Police Officer - Auxiliary	Austin Willis	1
Police Officer - Special	Henry Dandeneau	1
Police Officers - Part-time	C. Selmi Hyttinen	1
Police Officers - Part-time- Reserve	Kyle Sweeney	1
Supt. Of Pest/Elm Disease Contrl	Lance Larned	1
Town Counsel	KP Law	1
Treasurer - Assistant	Paul McLatchy III	1
Tree Warden	Lance Larned	1
Veteran's Burial Agent	John Magnago	1

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- yes
(Vote: 3-0-0)

MOTION TO APPOINT: Chair Sokol made a motion to appoint ED SILVA as Fence Viewer and Field Driver. The motion was seconded by Vice-Chair Semanie.

Roll Call Vote: Chair Sokol- yes Selectman Silva- abstain Vice-Chair Semanie- yes (Vote: 2-0-1)

MOTION TO APPOINT: Chair Sokol made a motion to appoint JOANNE SEMANIE as Gracy House Committee Member. The motion was seconded by Selectman Silva.

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- abstain (Vote: 2-0-1)

MOTION TO APPOINT: Selectman Silva made a motion to appoint CHUCK SOKOL as Bylaw Committee Member, Field Driver and Fence Viewer. The motion was seconded by Vice-Chair Semanie.

Roll Call Vote: Chair Sokol- abstain Selectman Silva- yes Vice-Chair Semanie- yes (Vote: 2-0-1)

MOTION TO APPOINT: Chair Sokol invoked the Rule of Necessity to make a motion to appoint SUSAN WILLIAMS as an Election Teller. The motion was seconded by Selectman Silva.

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- yes (Vote: 3-0-0) Chair Sokol and Vice-Chair Semanie invoked the Rule of Necessity to vote in this instance due to family relative.

It was decided to continue with the appointments for the three-year terms at next meeting.

7. Board Goals for FY21: The following Goals were presented by the Board for FY21:

- Vice-Chair Semanie:
Vice-Chair Semanie stated that she would like to see the Treasurer and Accountant reconcile their books as she learned, after speaking with Town Accountant, that the books have not been reconciled since November. She further stated she would like to see them reconciled monthly as the longer it goes on the more difficult it becomes to correct.
- Chair Sokol:
Chair Sokol said he would like to have a longer vision for the Rowe Elementary School so that it remains sustainable into the future and would like to work closer with the School Committee. He would like to work on a broad vision for the school and its future.
- Vice-Chair Semanie:
Vice-Chair Semanie said she would like to work with Administrative Staff to complete an index of all town policies, to review, add to and revise where needed to have them all in one spot.

Vice-Chair Semanie said she would like to review the finances of the Fire Department.

- Selectman Silva:

Selectman Silva said he would like to continue working with the Highway Department to develop a more comprehensive long-range plan for the next 20 years for Rowe roads.

Administrative Office Updates:

1. Email migration update- Executive Secretary: Janice Boudreau said the email migration was in progress and that it would be completed by next week and the Office 365 migration had been done as well.
2. Email Policy- Executive Secretary: Janice Boudreau explained that the email assigned to a Board Member, employee, Committee or Commission Chair was intended to be the primary source of correspondence for town business, that it would be transferred to the next person in the appointment and be archived to meet Mass. General Law.
3. Zoom account, non-town use policy- Administrative Assistant: There was discussion about having an additional zoom account for town boards and committees, commissions use since it looked like it would be needed for some time. It was decided to do so. Administrative Assistant would have a draft policy for next meeting addressing non-town usage such as the Historical Commission.
4. Tents: Janice said the school had asked for permission to the use of town tents for the early fall for school teaching. Following discussion, it was decided it would be fine for them to use.
5. Financial Seminar: Janice said Administrative Assistant Paul McLatchy III had been offered a scholarship to attend the Mass. Municipal Management Association for the Mass. Government Finance Officers Association for the Fall 2020 program. Their Board agreed to pay the full \$825.00 tuition. Following discussion, it was decided Paul could attend the seminar and Janice Boudreau agreed to fill in for the Friday office coverage for the 5 class days.
6. Meeting Process: Following discussion, it was agreed to meet on Thursdays of the warrant weeks and the view items for the meeting on the preceding Tuesday.
7. Line Item Transfer Requests: There were Line Item Transfer Requests to review.

MOTION TO APPROVE: Chair Sokol made a motion to accept the following Line Item Transfer Requests of Funds:

LIT05: \$11,469.46 from DPW Vehicle Fuel to Winter Roads Account

LIT06: \$0.84 from Town Clerk Expenses to Town Clerk Stipend

LIT07: \$420.64 from Police Dept. Operations to Police Officer Compensation

Roll Call Vote: Chair Sokol- yes Selectman Silva- yes Vice-Chair Semanie- yes

(Vote: 3-0-0)

Future Meetings: Chair Sokol said the next meeting would be on July 23, 2020

Discussion to include: Liaison Appointments, Continue FY21 Appointments, Treasurer and Payroll issues, Fire Dept. Budget and Zoom Account policy.

Adjournment:

MOTION: Chair Sokol made a motion to adjourn the meeting at 7:05 p.m. The motion was seconded by Selectman Semanie.

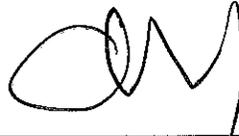
Roll Call Vote: Chair Sokol- Yes Vice-Chair Semanie- Yes Selectman Silva- yes
(Vote: 3-0-0)

Respectfully Submitted,

Janice Boudreau, Executive Secretary

Approval Date: JULY 23, 2020

Approved:



Chuck Sokol, Chair

Ed Silva, Selectman



Joanne Semanie, Vice-Chair

Documents:

1. Agenda 7-13-2020
2. Draft Minutes of June 4, 2020
3. Draft Minutes of June 8, 2020
4. Draft Minutes of June 16, 2020
5. Draft Minutes of June 30, 2020
6. Email from Willian Morse Parent with Resume
7. FY21 Appointment List
8. Notice from Town Clerk- Planning Board Vacancy
9. Notice from Town Clerk- Cemetery Commission Vacancy
10. Chapter 90 – State Aid Reimbursable Request
11. Town of Charlemont and Charlemont Municipal Light Plant and Town of Rowe and Rowe Municipal Light Plant
12. Town of Rowe and Rowe Municipal Light Plant and Town of Charlemont and Charlemont Municipal Light Plant
13. Executive Secretary Updates

Mail:

- Town Clerk – Conflict of Interest Disclosure
- Marilyn Wilson Letter re: Cemetery Commission