



Town of Rowe
Board of Selectmen Minutes
Thursday, August 5, 2021–6:00 p.m.
Rowe Town Hall – Hearing Room 1

Board of Selectmen: Chair Charles Sokol, Vice-Chair Joanne Semanie, Selectman Ed Silva
Executive Secretary Janice Boudreau

Audience: Cindy Laffond, Hannah Poplawski

Call to Order: Chair Sokol called the meeting to order at 6:03 P.M.

Announcement of recording devices- One
Noteworthy Announcements- None

Citizen Comments

Cindy Laffond asked about the condition of Monroe Hill Road and Vice-Chair Semanie said that she had spoken to Highway Superintendent and that it was to be skimmed coated this Summer and Leshure Road would be paved to the Vermont border. She also asked why the Board of Selectmen had been involved with a Rowe neighbor dispute. Chair Sokol said that the Board had not been involved in a neighbor to neighbor dispute, that the Board had responded to a letter presented by a citizen involved in the dispute to inform him of the town right of way and that any neighbor to neighbor dispute was not the purview of the Board.

Cindy Laffond left the meeting at 6:12 p.m.

Ongoing Projects:

1. Policy Updates and Review: There was discussion about the status of Police Policies and it was decided to have Executive Secretary contact Town Counsel to discuss and set a goal to have policies in place by September 30, 2021 and final policies in place by October 30, 2021.
2. Updating Job Descriptions with Wage Chart Column Assignments - Tabled until a later date
3. Bylaw Review - Tabled until a later date

APPOINTMENT: 6:30 p.m. Hannah Poplawski – Rowe Representative on the MTWP re: Forest Legacy Plan:

Rowe Representative to the Mohawk Trail Woodlands Partnership (MTWP) attended to ask for town support for the Forest Legacy Program which preserves land under certain guidelines and protects property against development. Questions were asked about whether the town had a say in the approval process and the question was raised that if the land was protected would it be off the tax rolls and become a concern of losing revenues. Hannah said she would find out more information and report back to the board.

Hannah Poplawski left the meeting at 6:49 p.m.

Old Business:

1. House Burn Follow-Up: There was discussion about the debris left at the Middletown Hill property that was used for firefighter training exercises and how it was to be cleaned up. There was discussion about having debris requiring removal and that it was more than what initially it was thought to be which was just a simple fill by the Highway Department. Vice-Chair Semanie agreed to look into companies to remove debris.

Selectboard Business:

Minutes:

1. Board of Selectmen Minutes of July 22, 2021:

MOTION TO ACCEPT MINUTES: Chair Sokol made a motion to accept the Minutes of the Meeting of July 22, 2021 as presented. The motion, seconded by Selectman Silva was accepted. (vote: 3-0-0)

New Business:

Job Description for Administrative Assistant Position:

The Board reviewed a revised Job Description for the Administrative Assistant Position. It was agreed to post the position at Grade Level G and pay between \$21-\$25 depending on experience.

MOTION TO ACCEPT JOB DESCRIPTION: Chair Sokol made a motion to accept the Job Description for Administrative Assistant and designation of Pay Grade Level G of the Wage Chart on the Wage and Salary Schedule. The motion, seconded by Vice-Chair Semanie, was unanimously accepted. (vote: 3-0-0)

Warrants/Contracts:

1. Review Warrants FY22W3 and FY21PW3: Vice Chair Semanie would review on Friday.
2. Commonwealth Security Trust Fund FY22 Grant: The contract for the Commonwealth Security Trust Fund FY 22 for the Police Laptop and video conferencing system to be used for training was reviewed.

MOTION TO SIGN: Chair Sokol made a motion to sign the Community Security Trust Fund Contract for the amount of \$9,960.00 for the Police laptop and video conferencing system. The motion, seconded by Selectman Silva was accepted. (Vote: 3-0-0)

Unforeseen Business (within preceding 48 hours)

Next Meeting: It was agreed to have the next Board of Selectmen Meeting on September 2, 2021.

Adjournment:

MOTION TO ADJOURN: Chair Sokol made a motion to adjourn the meeting at 8:02 p.m. The motion was seconded by Vice-Chair Semanie and unanimously accepted. (Vote: 3-0-0)

Respectfully Submitted,

Janice Boudreau, Executive Secretary

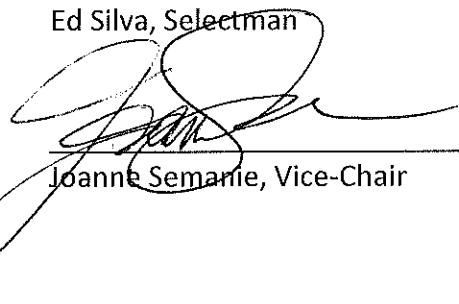
Approval Date: September 16, 2021

Approved:



Chuck Sokol, Chair

Ed Silva, Selectman



Joanne Semarie, Vice-Chair

Documents:

1. Agenda August 5, 2021
2. Board of Selectmen Minutes of July 22, 2021
3. DCR re: The Forest Legacy Program
4. About the Forest Legacy Program
5. Q & A re: Forest Legacy Program
6. Draft Letter re: Forest Legacy Areas Designation Support
7. Job Description – Town Administrator
8. Job Description – Draft Administrative Assistant
9. Commonwealth Security Trust Fund (CSTF) FY22 Grant for Police Laptop & Video Conferencing System
10. Executive Secretary Updates
11. Sample Policies - Erving
12. Wage Worksheet
13. FY2022 Wage Schedule

Mail:

1. Executive Office of Housing & Economic Development re: Mass Works Grant
2. John Magnago Letter
3. Dept. of Public Utilities re: Notice of Filing