

Town of Rowe - FY 2015
Board of Selectmen – Minutes
Tuesday, January 20, 2015 – 3:00 pm
Rowe Town Hall

Call to Order: The meeting was called to order by Chair Wilson at 3:00 pm.

Present: Chair Wilson, Vice-Chair Susan Gleason, Selectman Quist and Administrative Clerk Janice Boudreau

Audience: None

1. Earned Time and Federal Holidays: Chair Wilson presented a chart with Earned Time details for review. There was discussion concerning limiting the amount of time that an employee can roll over into the new year since it could have an effect on the budget if an employee retires and has a large accumulation of Earned Time to cash in. There was discussion about informing all departments about Earned Time once all final details are in place and identify all dates given to Earned Time. Chair Wilson said Town Counsel was reviewing materials and would report back.
2. Facilities Manager Job Description: A draft job description for Facilities Manager was presented by Selectman Quist. Review hours and responsibilities again for next meeting.
3. Charlemont Ambulance: Select Board Members reviewed a letter from the Charlemont Ambulance Service Advisory Committee. Committee recommendations included encouraging an EMT School Program to the Mohawk School District. It was agreed to send a letter to Mohawk Principal Dole encouraging her to consider adding the EMT Program to the School Program.
 - a. Discuss new Service Zone: Two letters came in from Heath appraising Rowe they were working on a EMS Service Zone Plan incorporating Colrain and Charlemont services to improve service to the Town. Vice-Chair Gleason will speak with Charlemont to discuss their ambulance response.
4. Reasons for Broadband Service: Chair Wilson said that MA Broadband Institute (MBI) is trying to bring broadband to western MA with WiredWest who is comprised of a group of volunteers. She said that wireless does not work out here due to the topography of the land and fiber optic technology brought greater possibility. An estimate of 40 Million is needed to bring fiber optic to the 44 underserved towns. If towns put resources together the cost could be reduced and, at present, 32 Towns expressed interest in joining together. It was agreed to inform residents on the benefits of broadband for the future of the Town.
5. Budget Review: Chair Wilson presented items for recommended increases to certain Departments and the Select Board was in agreement that essential departments were underfunded including Town Clerk and Police Chief due to more training and State requirements. Concerns over heat and electricity line items are being addressed. The Fire Department requests were reviewed. In addition without FRCOG, new accounting software will need to be purchased, the first year cost is \$3462.00 and second year cost is \$ 1132. The Accountant stipend of \$15,500. 00 was discussed.

6. **Motion to Finalize Accountant Stipend:** Following discussion, Vice-Chair Gleason made a motion to pay Town Accountant a stipend of \$15,500.00 for the next three years. The motion, seconded by Chair Wilson, was unanimously accepted.
7. **Joe Maruca Report:** A meeting with Joe Maruca who prepared a report about the Fire Department following his visit, interviews and discussion with them. A meeting was scheduled at the Rowe Elementary School on Saturday, February 7th at 10:00 am for him to come out and meet with interested parties. Selectman Quist will follow up to obtain the draft report from Mr. Maruca to have enough time to review.

New Business

1. **Sign FC Solid Waste Management District Transfer Station Certification Form:** Select Board Members reviewed the MA Dept. of Environmental Protection (MA DEP) 'Certification for the Operation of a Transfer Station' form.
2. **Motion to Sign DEP Form:** Following review, Chair Wilson made a motion to sign the MA Dept. of Environmental Protection 'Certification for the Operation of a Transfer Station' form. The motion, seconded by Vice-Chair Gleason was unanimously accepted. (3/0/0)

Adjournment:

Seeing no further business, Chair Wilson made a motion to adjourn the Meeting at 5:15 p.m. The motion, seconded by Selectman Quist, was accepted. (3/0/0)

Respectfully Submitted,

Janice Boudreau

Approval Date:

FEBRUARY 18, 2015

Approved:

Marilyn Wilson
Marilyn Wilson, Chair

Susan Gleason
Susan Gleason, Vice-Chair

Walter J. Quist
Walter J. Quist, Selectman

Attachments:

- Agenda 01/20/15
- Earned Time – Draft
- MA DEP – 'Certification for the Operation of a Transfer Station'
- Facilities Manager – Draft Job Description