

Town of Rowe - FY 2015
Board of Selectmen – Minutes
Wednesday, January 28, 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 and Administrative Clerk Janice Boudreau
Selectman Quist was not present
- Audience:** Rick Williams - Chair Assessors, Sandy Daviau – Clerk Assessors

New Business

1. Tax Classification Hearing – 3:00 pm: Chair Wilson Opened the FY15 Tax Classification Hearing at 3:00pm. At 3:40pm Chair Wilson said the Tax Classification Hearing would continue on Friday, January 30, 2015 at 10:00am.
2. Select Board Annual Town Report: Chair Wilson presented her amended 2014 Select Board Report for the 2014 Annual Town Report.

Motion to Accept Select Board Report: Vice-Chair Gleason made a motion to accept the Select Board Report for the 2014 Town Report with amendments. The motion, seconded by Chair Wilson, was accepted. (2/0/1)

3. Proclaim Old Home Day – July 11, 2015: Chair Wilson reported the Old Home Day Committee requested that July 11, 2015 be declared Old Home Day in Rowe.

Motion to Proclaim Old Home Day: Chair Wilson made a motion to make July 11, 2015 be declared Old Home Day in Rowe. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1)

4. Northeast IT Decommission Request: Chair Wilson reported Information Technology (IT) Consultant Joel Mollison recommended decommissioning 3 old servers and a tape drive. The decommission process is as follows:
 - a. All hard drives in the units are removed
 - b. Serial numbers are recorded
 - c. Drives are wiped
 - d. Drives are destroyed (we use a drill press)
 - e. Send photographic evidence of the drives with serial numbers to clients proving they were destroyed.
 - f. The physical servers (less drives) are then recycled

Motion to Decommission: Chair Wilson made a motion to decommission the following:

1. Server 1: Dell Power Edge T310, ST#6QJQCP1
2. Server 2: Dell Power Edge T300, ST#1RQPSJ1
3. Server 3: Dell Power Edge 2900, ST#JNYZ9G1
4. Dell Tape Drive

The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1)

Old Business

1. Facilities Manager Discuss Pay, Job Description and Hours: Item tabled until Selectman Quist was present.
2. Earned Time Details: Chair Wilson presented new figures regarding Earned Time that included the 11 Holidays and what each employee could receive as determined by the number of hours worked. In addition, she had contacted Town Counsel to review several questions including accrual of time and legal aspects of the Earned Time and had not heard back as yet.
3. Charlemont Ambulance: Vice-Chair Gleason indicated that Charlemont was still responding to ambulance calls dispelling a rumor to the contrary and that dispatch establishes the protocol to respond to an emergency call.
 - a. Discuss new Service Zone. It was noted that Charlemont was the most appropriate to respond to calls in Rowe.
4. Broadband Service Update: Chair Wilson said she was contacting citizens to get a sense of Whether there was interest in the idea of bringing fiber optic cable to the Town. It was noted that there is a great need to have fiber optic cable for emergency services support.
5. Canopy over Mailboxes: Chair Wilson reported that she spoke to Steve Crowningshield and it was his opinion that the canopy would not solve the problem due to wind conditions and there was not a good method to attach it in that location so thought it would not be a good idea.

Warrants: FY15W16 and FY15PW16 were reviewed

Audience of Citizens:

Adjournment:

Seeing no further business, Chair Wilson made a motion to adjourn the Meeting at 4:55 p.m. The motion, seconded by Vice-Chair Gleason, was accepted. (3/0/0)


Respectfully Submitted,

Janice Boudreau


Approval Date:

FEBRUARY 18, 2015

Approved:


Marilyn Wilson, Chair


Susan Gleason, Vice-Chair


Walter J. Quist, Selectman

Attachments:

- Agenda 01/28/15
- Earned Time – Draft
- MA DEP – ‘Certification for the Operation of a Transfer Station’
- Facilities Manager – Draft Job Description

[Faint, illegible text]