Town of Rowe – FY2010
Board of Selectmen
Minutes – Wednesday, March 31, 2010 – 5:00pm

Call to order: The meeting was called to order at 5:00pm by Chair Bill Loomis.

Present: Selectmen Bill Loomis and Paul McLatchy III; Town Coordinator Ellen Miller

Also Present: Finance Committee members: David Dvore and Susan Wood; School Superintendent Michael Buonoconti, School Business Manager Joanne Blier, and School Committee member Becky Richardson

School Budget: The following items were discussed:

- MB: School budget talks begin in Sept/Oct; School Committee adopts budget in February
- MB: Use 2.5% budget increase each year, unless other information is received from the town
- MB: Current teachers' 3-yr contract expires in June 2011...talks will begin this fall
- MB: Non-teaching staff raises determined annually by individual evaluation. They receive COLA + 1-4% merit raise. Max allowed 6%. They use COLA in teachers' contract (currently 3%)
- Town officials: We would like parity on the annual COLA.
- MB: That would be a good topic for discussion between town and school officials
- JB: For teachers' raises it is cheaper to continue the old approach of giving step raises + COLA, as burden of proof is on district to prove teacher SHOULDN'T receive raise.
- DD: Why large increase (17%) in food manager salary line?
- MB: Budgeting for anticipated retirement of cafeteria manager...includes retirement bonus and sick leave buy back. Budget plans that new cafeteria manager will be brought in at Mohawk rate—which is $7/hr lower than current rate. [Though stated this is not decided yet.]
- MB: Selectmen are invited to be part of contract negotiations.
- DD: Can Finance Committee be invited also?
- MB: It's up to School Committee. Don't see a problem with that.
- DD: Are Supt. and Business Manager on side of teachers/employees or taxpayers' side?
- JB: On taxpayers' side
- DD: How do you decide on COLA?
- JB: Union reps ask for BIG number, and we start low. There is no algorithm.
- DD: Why is teaching staff budget increase only 2% for FY2011?
- School: Because some teacher staff members leaving.
- MB: For FY2012 budget, have conversations with us in early fall (Sept). Tell us then if you want level fund. By the November meeting our budget has become very focused.
- DD: When the last teacher retired, why wasn't reflected in budget?
- MB: Will speak to School Committee at April 13th meeting about decreasing budget $5000. Doesn't expect that it will be a problem.

Planning Board Budget: The Finance Committee recommends the following changes: $2,500 for consulting expenses (vs. $5,000 for legal expenses), and $10,100 for Goal Post Operations (vs. $12,100). The Selectboard voted unanimously to adopt these changes. Chair Loomis will email PB Chair Roberson to inform him of budget status and wording change for consulting expenses.

Library Budget: Revised Library budget as follows: Ops: $16,494 (orig $16,092); Mini-Net $4,040 (orig $4,472). Net change ($28).

DPW Budget: Per request from DPW Supt. Taylor, the Selectmen and Finance Committee agreed to reinstate $4,125 that had been shaved from the Annual Projects budget, bringing the total back up to $40,000. Of major concern is gravel needed to maintain dirt roads. If maintenance not kept up with, they deteriorate rapidly.

Special Town Meeting Warrant: Two items to add to May 10th STM warrant: $4,000 from Free Cash for solar project engineering; transfer $2000 from Yankee Land Committee Operations account to a new Energy Committee Operations account.

Annual Town Meeting Warrant: Ms. Miller will prepare a draft warrant on Wed, April 7. Finance Committee will meet on Friday, April 9th, to prepare their recommendations for the warrant. The Selectmen voted unanimously to close the Annual Town Meeting Warrant at 10:00am on Monday, April 12th. Ms. Miller will inform the Finance Committee of any last minute changes. Selectmen will sign warrant Wed, April 14. Ms. Miller was asked to place an article on the warrant about the school solar array to get townspeople's vote on the project.

FCSWMD Appointments: Per request from the Board of Health, the Selectmen voted unanimously to appoint Jim Lively and Ted Palmer as Co-Reps to the FCSWM District.

DPW Complaint: A letter dated March 15th was received from Monroe Bridge resident Wendy Norcross concerning what she felt was inadequate winter road maintenance on Monroe Hill Road. A copy of the letter was given to the DPW Superintendent. He attended this evening's meeting to discuss the matter. The Sunday morning in question was the morning that clocks changed. He forgot to change clocks, and called crew members in an hour late. He apologized for the mistake. He was thanked for his efforts. The weather was very poor at the time. It was not long after 7am that this road was cleared safely.

Energy Forum: Ms. Miller was asked to put out town-wide calls about the upcoming Energy Forum on Tuesday, April 6th at 6pm at Rowe School on both this Saturday at noon and this coming Tuesday at noon.

Renewable Energy Committee: The Selectmen voted unanimously to appoint BJ Roche to the Renewable Energy Committee.

Police Dept: Chair Loomis reported the following:

- Police Dept Annual Town Report – done
- New officer from Ashfield, Melissa Salls, is waffling on working for Rowe
- Chief Dandeneau will meet with Horace concerning IT upgrades and on-line gun permitting in a couple of weeks.
- Class for new officer is unscheduled at this time
- Chief agreed with budget cuts for FY2011

Bear Swamp / Blackboard Connect: Ms. Miller reported that Bear Swamp's use of Blackboard Connect system is up and running. Bear Swamp is very appreciative of the arrangement allowed by the Town of Rowe.

Dog Complaint: Dog Officer Russ Powers has warrant for investigation of Quinn complaint. He will investigate today or tomorrow. There is no state law limiting number of dogs at a household. This is done via town bylaw. Dick Quinn & Russ Powers agreed to meet with Selectmen. Chair Loomis will contact Lisa Bryant (dog owner) to ask her to come to a meeting.

Dispatch Survey: FRCOG is interested in studying emergency dispatch needs of Franklin County. They are looking for concurrence from Selectmen. Ms. Miller will inquire further.

State Ethics Requirements: Reminder that new required training deadline is April 2nd.

Town Counsel Attend Town Meeting: The Selectboard agreed that Town Counsel should be present. Ms. Miller will contact Attorney Pumphrey. See letter from K&P attached.

Public Record Request: Four formal requests dated March 22, 2010, for records were received from David Roberson (on Planning Board letterhead). Chair Loomis will attend next Planning Board meeting to ascertain why these records are needed.

WiredWest Fiber Optics: Non-disclosure agreement for National Grid was signed by Selectboard. Town Clerk will attest signatures.

Street Lights: Acting on requests from homeowners, the Selectboard voted unanimously to:

1. Have street light in front of 63 Middletown Hill Road shut off, and
2. Switch billing for street light in front of 476 Tunnel Road from Paul Adams to Town of Rowe.

Ms. Miller will contact National Grid to ask them to make these changes.

FY2011 CDBG Funding: The Selectboard voted unanimously to apply for FY2011 funding. Ms. Miller will inform FCRHRA.

Caucus instead of Election: A citizen has asked if the Town of Rowe can switch from holding the annual town election to holding an annual caucus to elect town officials. Ms. Miller was asked to have Town Clerk research the item.

Police Log: None

Minutes: None submitted

Adjournment: The Selectboard voted unanimously to adjourn the meeting at 8:30pm.

Respectfully submitted,
Ellen B. Miller, Town Coordinator

Approved:

William A. Loomis, Chair

Paul McLatchy III

[Vacant]

June 22, 2010
Date Approved

Documents:

- Agenda
- Monroe Hill Road complaint letter dated 3-15-2010
- Dog Complaint dated 3-18-2010
- FRCOG Dispatch Study letter dated 3-15-2010
- Kopelman and Paige letter dated 3-5-2010
- Public Records Request (4) dated 3-22-2010
- WiredWest non-disclosure agreement for National Grid

Met w/ BOS + FinCom 3/31/10 @ TH (MB+JB)

Rowe School District
Proposed Budget Summary
FY11

Budget Hearing: February 9, 2010

Put w/ 3-31-10 minutes

Proposed Budget Summary FY11	FY07 Budget	FY08 BUDGET	FY09 BUDGET	FY10 BUDGET	FY11 PROPOSED OPERATING BUDGET	OVER/(UNDER) PRIOR YEAR
		Actual Increase 2.5%				
ROWE SCHOOL LOCAL BUDGET						
Instructional Programs	*439,095*	*465,932*	*467,939*	*471,546*	*499,468*	*27,922*
Technology	6,700	6,493	6,219	5,065	6,417	*1,352*
Instructional Staff Training	*11,950*	*5,020*	*8,620*	*8,620*	*8,620*	-
Special Education	*95,682*	*80,939*	*83,582*	*86,747*	*94,624*	*7,877*
Library Services	*27,291*	*38,411*	*40,231*	*36,093*	*37,563*	*1,470*
Health Services	*59,546*	*61,263*	*62,882*	*64,904*	*67,330*	*2,426*
School Committee	*4,525*	*4,330*	*4,825*	*4,950*	*5,950*	*1,000*
Principal's Office	*107,379*	*93,107*	*97,541*	*102,259*	*106,065*	*3,805*
Food Services	*26,133*	*27,428*	*29,801*	*31,606*	*35,624*	*4,018*
Plant Operations	*85,014*	*100,020*	*126,980*	*126,881*	109,852 + 20,570 = 130,422	*3,541*
TOTAL ROWE SCHOOL LOCAL BUDGET	***863,315***	***882,943***	***928,619***	***938,670***	***992,082***	***53,412***
		Percentage Increase				**5.7%**
SHARED SERVICES						
General Administration	$28,981	$30,311	32,242	25,508	25,938	*430*
Instructional Services & Prof Dev	$12,049	$15,798	12,545	9,002	16,194	*7,192*
Technology	$10,089	$9,376	9,883	8,360	10,666	*2,306*
Facilities	$4,848	$1,029	1,064	2,579	3,920	*1,342*
Fixed Costs (Insurance, Benefits)	$15,402	$25,030	22,359	14,263	15,792	*1,529*
Transportation	$20,251	$23,969	$21,840	$51,480	$51,297	*(182)*
TOTAL SHARED SERVICES BUDGET	***$91,620***	***$105,513***	***$99,933***	***$111,191***	***$123,807***	***$12,616***
		Percentage Increase				**11.3%**
TOTAL K-6 BUDGET	***$954,935***	***$988,456***	***$1,028,552***	***$1,049,862***	***$1,115,889***	***$66,028***
		Percentage Increase				***6.3%***
HIGH SCHOOL EXPENSES (Mohawk - Tech)						
SpanTch @ Middle School	$15,000	$15,000	15,000	15,000	15,000	-
Mohawk FY11=18 FY10=16 FY09=16 FY	$128,000	$161,500	127,232	128,000	144,000	*16,000*
Tech Tuition - FY11=2 FY10= 1 FY09=3	$51,500	$42,000	43,500	(1) 14,000	31,000 *	*17,000*
Transportation - Regular - to Mohawk				48,313	46,679	*(1,634)*
Mohawk late bus	$16,400	$17,200	16,145	16,825	17,330	*505*
TOTAL HIGH SCHOOL BUDGET	***$210,900***	***$235,700***	***201,877***	***222,138***	***254,009***	***31,871***
		Percentage Increase				**14.3%**
TOTAL BUDGET (Including revolving account -not including Grants)	***1,165,835***	***1,224,156***	***1,230,430***	***1,272,000***	***1,369,898***	***97,898*** 9.29%
		Percentage Increase				**7.7%**
TOTAL USE OF REVOLVING ACCOUNTS	90,000.00	***127,000***	105,800	84,977	153,268	***68,291*** 82%
		Percentage Increase				**80.4%**
TOTAL BUDGET REQUEST	***1,075,835***	***1,097,156***	***1,124,630***	***1,187,023***	***1,216,630***	***29,607***
		Percentage Increase				**2.5%**

(1) actual 45K for FY2010

* actual will be $45,000 (2@14K + one@17K)