Town of Rowe - FY 2014
Board of Selectmen – Minutes
Wednesday, September 18, 2013 - 3:00 pm
Rowe Town Hall

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

Present: Select Board Chair Marilyn Wilson, Vice-Chair Susan Gleason, Select Board Member Noel Abbott, Secretary Janice Boudreau

Audience: Ann Foshay, Attorney John Gates, John Magnago, Paul McLatchy, III, Paul McLatchy Jr., Ellen Miller, Betty Vernese

Minutes:

Minutes of September 11, 2013: Following review, Chair Wilson made a motion to accept the Minutes of September 11, 2013 as corrected. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. 3/0/0

Old Business:

1. Fire Department Discussion: Fire Chief McLatchy reported on several items:

   a. The 1993 MR600 Mack Truck converted to Engine 4 Fire Truck has minor problems and they were in no way affecting it from operating effectively as a fire engine

   b. Rowe was participating in a Training Session on October 19, 2013 with Charlemont Ambulance, State Police and others

   c. He spoke with Town Nurse about Safety Grants

   d. Read a letter to the Select Board concerning actions that were taken by Police Department to move into his office and move out items without prior notification

   Chair Wilson responded to Chief McLatchy with an apology for the lack of courtesy concerning the move into his office without prior notification. Selectman Abbott suggested all parties concerned meet with the Select Board to open lines of communication. Vice-Chair Gleason presented a 'Fire Assessment Survey' from the Franklin County Fire Service Study to Chief McLatchy for completion.

2. Municipal Custodian Hours: Chair Wilson explained that the custodian hours were insufficient to complete the cleaning which included Gracy House and be increased from ten to twelve. The additional hours could come from Gracy House Operations budget.

Motion to Increase Hours: Chair Wilson made a motion to approve the Municipal Custodian hours to twelve hours the time spent at the Gracy House should be paid for from the Gracy House Operations line item. The motion, seconded by Vice Chair Gleason, was unanimously accepted. 3/0/0

3. Town Response to Audit Report:

Motion to Table Town Response to Audit Report: Vice-Chair Gleason made a motion to table the audit report response until more time was available. The motion, seconded by Chair Wilson, was unanimously accepted. 3/0/0

4. IT Update:

a. Chair Wilson reported that files appeared on the Police Chief's computer and Northeast IT Systems had increased security measures.

b. Selectman Abbott offered that in late December there would likely be radically different options for IT once the broadband connections were made available to the Town. He suggested staying with the computer hardware system as it is until then.

c. Selectman Abbott verified that he enrolled Rowe in an IT Broadband study with Franklin Regional Council of Governments (FRCOG) at no charge.

Ellen Miller and Attorney John Gates entered the meeting at 3:45 p.m.

5. Possible Reserve Fund Transfer: There are three items for which the Select Board has asked the Finance Committee for a Reserve Fund Transfer:

- An increase in the elevator maintenance contract causing the account to be under funded.
- The purchase of the Veterans' bronze flag holders which cost more than initially anticipated, depleting the Cemetery Commission's budget.
- The removal and replacement of the oil tank behind the Fire Station.
  Decisions were yet to be made by the Finance Committee.

Executive Session:

Chair Wilson made a motion at 3:53 pm to enter into Executive Session for Purpose #1 and # 2 and not to reconvene into Open Session following the Executive Session:

Purpose #1:

To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties.

Purpose #2:

To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.

The motion was seconded by Vice-Chair Gleason and a roll call vote was made:

Chair Marilyn Wilson:	- aye
Vice-Chair Susan Gleason:	- aye
Selectman Noel Abbott:	- aye

The meeting convened to Executive Session at 3:55 p.m.

Respectfully Submitted,

Janice Boudreau
Secretary

Approval Date: _____

Approved:

Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Noel R. Abbott, Selectman

Attachments:

- Agenda 09/18/13
- Letter from Fire Chief Paul McLatchy, Jr