Town of Rowe - FY 2014
Board of Selectmen – Minutes
Wednesday, September 25, 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: Jodi Brown, Rosey Gorden, John Magnago, Paul McLatchy, III, Chris Tower

Minutes:

- The Minutes of August 28, 2013 and September 11, 2013 were signed.

- **Motion to Accept Minutes**: Following review, Chair Wilson made a motion to accept the Minutes of September 18, 2013 as corrected. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. 3/0/0

Old Business:

1. Town Response to Audit Report: Chair Wilson presented draft responses to the Town Audit conducted by Melanson and Heath for the Select Board to review and discuss. Following discussion, Selectman Abbott requested additional time to review the draft responses and properly respond. It was agreed to return to the matter in 2 weeks.

Motion to Table Discussion: Chair Wilson made a motion to table discussion of the Community Post Office Concept for 2 weeks. The motion, seconded by Vice-Chair Gleason was unanimously accepted.

2. OML Complaint: The Select Board reviewed a letter from the MA Attorney General's (AG) Office regarding an Open Meeting Law complaint filed regarding a November 5, 2012 Select Board Meeting. The AG finding was that the Select Board was in compliance and no response was required.

3. Franklin County Mutual Aid Agreement: Select Board Members reviewed and discussed a Franklin County Law Enforcement Mutual Aid Agreement.

Motion to Sign Agreement: Upon review Chair Wilson made a motion to sign the Franklin County Law Enforcement Mutual Aid Agreement. The motion, seconded by Selectman Abbott was unanimously accepted. 3/0/0

Motion to Change Name: Chair Wilson made a motion to change the Police Chief's name from Henry Dandeneau to Julie Shippee on the Franklin County Law Enforcement Mutual Aid Agreement. The motion, seconded by Vice-Chair Gleason was unanimously accepted.

New Business:

1. Old Home Day Committee Presentation: The Old Home Day met with the Select Board to discuss the possibility of expanding Old Home Days from one day to two days and presented a draft schedule for the two-day event.

Following discussion it was agreed to review the costs of having police on duty for the extra day and discuss ways to raise money to offset any additional expense that the expanded schedule may cause to stay within the established budget.

2. **Motion to Accept Motor Vehicle Excise Abatement**: Chair Wilson made a motion to accept two excise vehicle abatements. The motion, seconded by Selectman Abbott was accepted. 2/0/1 Susan Gleason recused herself from the vote as she was on the abatement list.

3. Community Post Office Concept: Select Board Members reviewed an email from Town Nurse about the Community Post Office Concept that has been adopted by some area towns as a response to closing or reducing Post Office hours. It was agreed to continue discussion in 2 weeks.

4. Emails on Town Server for Select Board: Selectman Abbott raised the issue of having specific email accounts for each Select Board member and retain them on server for Select Board business only to become a part of the permanent records. It was agreed to do so.

5. Non-Binding Advisory Vote Regarding Treasurer Position: Selectman Abbott suggested that a non-binding Advisory Vote be added to the next Special Town Meeting to make the Treasurer's position appointed rather than elected. He further indicated it would make a strong statement if the Select Board presented a unified position and educate citizens with rationale for advocating this position. Vice-Chair Gleason said she would agree with the position under certain conditions and needed time to craft a statement for future discussion with Select Board members.

6. FRCOG Retirement to State: Linda Dunlavy of Franklin Regional Council of Governments (FRCOG) requested that the Select Board review a draft support letter which would move the Franklin County Retirement System (FCRS) for town employees to the state system and save FRCOG towns money.

   Motion to Sign Letter: Upon review and discussion Chair Wilson made a motion to authorize her signing the letter of support on behalf of the Select Board to transfer the FCRS retirement system for town employees from the FRCOG managed system to the state system. The motion, seconded by Vice-Chair Gleason was unanimously accepted. 3/0/0

7. FC Selectmen's Association Meeting: Selectman Abbott reported he was attending the Franklin County Selectman's Association Meeting on September 26, 2013.

8. CIC Grant: Selectman Abbott presented a draft letter of support for Select Board to consider. It encourages the Community Software Consortium (CSC) to initiate a grant application for a State Community Innovation Challenge Gran for the development of a remote Cloud Storage system for area municipalities with regards to computer cloud backup systems. Selectman Abbott made the point of becoming one of many towns to encourage CSC to act to save money and efficiency. It was agreed to pursue further.

9. IT Liason: Chair Wilson asked Selectman Abbott if he were willing to act as the Town's IT Liaison and he asked for a week to think about it.

10. FRCOG Representative to FRPB: Select Board members discussed the FRCOG Representative to Franklin Regional Planning Board.

Motion to Appoint FRCOG Representative to FRPB: Vice-Chair Gleason made a motion to appoint Chair Wilson as FRCOG Representative to Franklin Regional Planning Board. The motion, seconded by Chair Wilson was unanimously accepted. 3/0/0

11. SBC Request to Reduce Membership: Select Board members reviewed a request made by School Building Committee (SBC) Chair Susan Zavotka to reduce the membership from 13 to 11 due to recent resignations.

Motion to Reduce SBC Membership: Chair Wilson made a motion to reduce the School Building Committee Membership from 13 to 11 members. The motion, seconded by Vice-Chair Gleason, was unanimously accepted.

11. HCOG: Revised Agreement for Signature: Select Board members reviewed a petition and supporting attachments for the Department of Utilities Municipal Aggregation Plan for the Town prepared by the Hampshire Council of Governments.

Motion to Sign HCOG Agreement: Following review, Vice-Chair Gleason made a motion to sign the petition and supporting attachments for the Department of Utilities Municipal Aggregation Plan for the Town prepared by the Hampshire Council of Governments. The motion, seconded by Chair Wilson, was unanimously accepted. 3/0/0

12. Assessor's FY14 RECAP: Chair Wilson reported the FY14 Tax Classification would be made soon and ahead of schedule and the FY14 Tax Rate was potentially dropping.

13. Flood Plain Bylaw: Chair Wilson raised concern about the Planning Board looking into a flood plain bylaw since citizens raised concerns about either not being able to obtain flood insurance or that premiums were high. It was agreed to speak with the Planning Board.

14. Executive Session Scheduling: Chair Wilson indicated time for three Executive Sessions needed to be scheduled for the coming week. It was agreed to meet on Thursday October 3rd to accommodate all Select Board Members attendance with Open Session at 3:00 pm and Executive Session at 4:00 pm on October 3, 2013.

Audience:

- Paul McLatchy III reported a light out over outside Bulletin Board and presented information about the prior Custodian's hours

Warrants: TW14-W07 and PW14-07 were reviewed. School payroll warrants were not signed since amounts were incorrect and Chair Wilson reported Treasurer and Assistant Treasurer were working to resolve the matter.

Adjournment: Seeing no further business, Chair Wilson made a motion to adjourn the meeting at 5:52 p.m. The motion, seconded by Vice-Chair Gleason was unanimously accepted. 3/0/0

Respectfully Submitted,

Janice Boudreau
Secretary

Approval Date: _____

Approved:

Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Noel R. Abbott, Selectman

Attachments:

- Agenda 09/25/13 - Revised
- Reponse to Audit Report - Draft prepared by Chair Wilson
- Open Meeting Law Complaint Office of Attorney General response 9-3-13
- FC Law Enforcement Mutual Aid Agreement
- Rowe Old Home Day Two-Day Draft Schedule - presented by Paul McLatchy III
- Rowe Old Home Day Draft Goal Post Article - presented by Paul McLatchy III
- Motor Vehicle Refunds Report 09/25/13
- Town Nurse Email re: Community Post Office Concept
- Email from Assessors - from Rick Williams
- HCOG DPU Petition and Supporting Attachments for Municipal Aggregation Plan for Rowe
- Draft Support Letter to CSC - presented by Selectman Abbott
- Town Custodian Hours Report - Presented by Paul McLatchy, III
- Letter of Support Re: FRCOG transferring FCRS to MA State