Town of Rowe - FY 2014
Board of Selectmen – Minutes
Wednesday, October 3, 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: Diane Broncaccio, Jodi Brown, June Brown, Jim Davison, Mary Ann Dykeman, Robert Dykeman, Ann Foshay, Cindy Laffond, Mary Lenth, John Magnago, Ed May, Katherine May, Judy Pierce

Minutes:

- The Minutes of September 18, 2013 were signed.

- **Motion to Accept Minutes:** Following review, Chair Wilson made a motion to accept the Minutes of September 25, 2013 as corrected. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. 3/0/0

New Business:

1. Chapter 90 Reimbursement Request: Select Board Members reviewed contract for Chapter 90 Reimbursement Requests for Yankee Rd. and Ford Hill Rd. Projects approved on 6/28/13 for the amount of $147,811.00 at $100% Reimbursement Rate. Attached forms document payment of approved expenditures totaling $84,100.28. Amount expended to date is $187,150.43.

Motion to Sign Chapter 90 Reimbursement Request: Chair Wilson made a motion to sign the Chapter 90 Reimbursement Request for the Yankee and Ford Hill Roads Projects requesting $34,001.28. The motion, seconded by Selectman Abbott, was unanimously accepted. 3/0/0

2. Vaccine Billing Contract: Select Board Members reviewed a Contract for vaccine purchases and vaccine administration enabling reimbursement for flu vaccine from participating insurance companies who will be billed by Commonwealth Medicine on behalf of the Town.

Motion to Sign Vaccine Billing Contract: Chair Wilson made a motion to sign the 'Agreement By and Between the Rowe Board of Health and the University of Massachusetts Medical School' for services related to collecting reimbursement for vaccines that are administered on behalf of the Town of Rowe. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. 3/0/0

3. Funds to be Carried Forward FY13 to FY14: Chair Wilson reported there were projects that had funds appropriated and not used with regards to ongoing projects that had not yet been completed. Chair Wilson will make up a list to notify Accountant.

Motion to Notify Accountant: Chair Wilson made a motion to identify accounts that require funds to be carried over from FY13 to FY14 and present to Select Board prior to notifying Accountant. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. 3/0/0

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Old Business:

1. Human Resources Policy- Concept of Earned Time: Chair Wilson presented the concept of employees having earned time with employees having time in bank and the employee chooses how and when to use time allotted and rollover to next calendar year or receive a payout. It allows flexibility, discretion and ease for payroll to track. There was discussion about Holidays and that federal Holidays were excluded. Marilyn will supply some website links with information for Select Board members to review and discuss further at next meeting. In addition, the pay rate at the time of work and at the time of collecting on payout would need to be established.

Executive Session:

Chair Wilson made a motion at 3:35 pm to enter into Executive Session for Purpose # 3 and not to reconvene in Open Session:

The BOS will go into Executive Session under purpose # 3 of the Mass Open Meeting Law:

3. To discuss strategy with respect to collective bargaining or litigation regarding Negotiations with Non-Union Personnel if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

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

Motion to Reconvene into Open Session: Chair Wilson made a motion to adjourn the Executive Session and reconvene into Open Session at 6:05pm. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. 3/0/0

Audience:

- Lenny Laffond made a comment of support for Rowe Fire Department
- Judy Pierce asked a question about the Police Department's office
- Jodi Brown made a comment of support for Rowe Fire Department
- Chris Tower thanked Fire Chief and Deputy Fire Chief for their support of elders in town

Adjournment: Chair Wilson made a motion to adjourn the meeting at 6:10 p.m. The motion, seconded by Vice-Chair Gleason was unanimously accepted.

Respectfully Submitted,

Janice Boudreau
Secretary

Approval Date: _____

Approved:

_____
Marilyn Wilson, Chair

_____
Susan Gleason, Vice-Chair

_____
Noel R. Abbott, Selectman

Attachments:

- Agenda 10/03/13
- Agreement By and Between the Rowe Board of Health and the U Mass Medical School'
- Chapter 90 – Reimbursement Request – Yankee & Ford Hill Roads