Town of Rowe - FY 2014
Board of Selectmen – Minutes
Wednesday, January 15, 2014 - 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: Sandy Daviau, Lance Larned, Jim Taylor, Chris Tower, Shirley Veber, Wayne Zavotka

Minutes:

Motion to Accept Minutes of January 2, 2014: Following Review, Chair Wilson made a motion to accept the Minutes of January 2, 2014 with amendments. The motion, seconded by Selectman Abbott, was unanimously accepted. (3/0/0)

Motion to Accept Minutes of January 8, 2014: Following Review, Chair Wilson made a motion to accept the Minutes of January 8, 2014 with amendments. The motion, seconded by Selectman Abbott, was unanimously accepted. (3/0/0)

Budget Hearings

1/. Highway Department Budget:

Highway Superintendent Jim Taylor and Assistant Superintendent Lance Larned presented their FY 15 Budget for review and explanation.

Highlighted Recommendations:

- Fuel Cost: Fuel costs are increasing due to winter demand. Will ask for FEMA funds for 2013 of $12,000 be put into funding extra winter costs.
- Cost of Living Adjustment: Jim requested an increase of 2.5% rather than the 1.5% authorized by the Select Board for FY15.
- Furnace replacement: Jim recommended replacing 1962 furnace for more efficiency and potential for failure, which might be more costly. It was agreed to put it on Annual Town Meeting Warrant. Selectman Abbott recommended finding an alternative to heat town complex with possible grant funding.

Special Project Funds:
a/. Paving: Put funds aside to re-institute the effective paving program with resurfacing of each road in town every 10 years with proper milling and reclamation to retain the quality of the road system. Put aside $50,000 annually for the purpose. Some roads have not been paved in 15 years and in the long term, with price increases, will cost more.
Discussion included citizens saving money on car repairs if roads are not maintained.

19
mw

b/. 5-year Bridge program: Set aside $100,000 each year for 5 years to allow for engineering studies and repairs for Lesure and King's Highway Bridges to aid in applying for federal assistance to fully fund projects. Start with 2 bridges on Zoar and Cyrus Stage Roads which are smaller projects. This planning ensures a 30 year life expectancy of bridges. Potentially create a special Capital Stabilization Fund specific for highway projects alone and set up on a 5 or 10 year plan.

c/. Replace 2005 Ford F-550: on a 10-year life span to then trade due to heavy duty work of maintaining, sanding and plowing unpaved roads. It was stressed that reliability will be ensured with a 5-year replacement plan.

Sandy Daviau, Shirley Veber and Chris Tower entered the meeting at 4:00 pm.
Jim Taylor and Lance Larned left the meeting at 4:05pm.

2/. Council on Aging Budget:

Sandy Daviau explained the reason for increasing the budget by $ 600.00 was due to cost of food and gas and an increase in senior participation numbers. She explained that the state funded Council on Aging grant from the Office of Elder Affairs specifies uses of monies and limited to specific items such as Franklin Regional Transportation Authority busing and material. It was explained that funds were used to assist seniors needing assistance with shoveling and small repairs to their home. It was agreed to increase the budget by $ 1000.00.

Shirley Veber and Chris Tower left the meeting at 4:20 pm.

3/. Tax Collector Budget:

Tax Collector Sandy Daviau explained the cost increases due to software increases, tax title work and the use of the Point Software to match state requirements.

Sandy Daviau left the meeting at 4:30 pm.

New Business

1/. Special Town Meeting (STM):

a/. Police Vests: Chair Wilson reported learning that the vote taken at Special Town Meeting for the Police Department bullet proof vests as recommended by 4 Department of Revenue (DOR) sources and Town Counsel did not need to be taken since the request could be made to transfer from one line item to another. The funds were revenue from detail work and needed only Select Board approval.

b/. Treasurer - Elected vs. Appointed: Chair Wilson said that MA DOR recommended having the position be appointed for the professionalism and experience required. She is researching the rationale of other towns and would like to propose a Special Town Meeting to vote on it.

89 mw

c/. Chair Wilson reported an incident observed by a citizen seeing a person physically pushing another citizen's arm when voting. She said that voter intimidation was illegal and the problem may need addressing.

2./ Protocol for Submitting Agenda Items: Chair Wilson asked that Select Board members submit agenda items to the Chair for consideration and it was up to the discretion of the Chair whether to include them.

3./ School Fire Deficit Binder: Vice-Chair Gleason inquired about the binder prepared by Janice Boudreau and Dan Pallotta of P3 and its whereabouts. Chair Wilson reported that the binder was being reviewed by the School Building Committee and that they would meet with MA Interlocal Insurance Association (MIIA) Representative Thom Donaldson to discuss several specific items for determination of whether they could be considered for 'Loss of Income' or 'Replacement' categories. The concern was that 'Replacement' items came out of the construction budget.

4./ Post Office ABA Compliance Report: Janice Boudreau reported speaking with US Postal Service (USPS) Beverly O'Leary, Leased Space Accessibility Compliance Coordinator concerning 8 items needing remediation to comply with the Architectural Barriers Act (ABA) to bring Town Hall and Post Office in compliance with code. The projects would be scheduled and paid for by the USPS and take place in the near future.

Old Business

1./ Review and Select Candidate for Administrative Clerk Position: Chair Wilson reported calling references for all candidates and all were exceptionally good. Chair Wilson had sent a scoring model taken from a Human Resource expert to aid Select Board members to objectively compare candidates by scoring knowledge, experience and qualifications taken from the resumes and interviews.

Combined scores of Chair Wilson and Selectman Abbott for the candidates were:

- Christine Danek Bailey : 596 points
- Ray Ellsworth: 741 points
- Jenn Morse: 797 points
- Janice Boudreau: 876 points

Vice-Chair Gleason did not use the scoring model and based her choice performance and observation over the last few months of the improvement of the office functioning.

Motion to Hire: Following discussion, Chair Wilson made a motion to hire Janice Boudreau for the position of Administrative Clerk. The motion, seconded by Noel Abbott, was unanimously accepted. (3/0/0)

2/. Broadband Update: Selectman Abbott reported that the town broadband was not live yet and testing was still occurring. He learned the school was not included in the Community Anchor Institution (CAI) and would contact MA Broadband Institute to learn how to proceed to have it included.

19

3/. HCOG Electricity Provision: It was agreed to discuss the Hampshire Council of Governments (HCOG) contracts for fixed priced electricity purchase bids at a later meeting.

mw

Audience: None
Correspondence Reviewed

Adjournment: Seeing no further business, Chair Wilson made a motion to adjourn the Meeting 5:58 p.m. The motion, seconded by Selectman Abbott, was unanimously accepted. (3/0/0)

Respectfully Submitted,

Janice Boudreau
Secretary

Approval Date: JANUARY 22, 2013

Approved:

Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Noel R. Abbott, Selectman

Attachments:

- Agenda 01/15/14
- Scoring Model - presented by Chair Wilson and Selectman Abbott
- DPW Proposed Budget Sheets
- Council on Aging Proposed Budget Sheets
- Tax Collector Proposed Budget Sheets

MW