Town of Rowe - FY 2014
Board of Selectmen – Minutes –
Wednesday, January 29, 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, Selectman Abbott, Secretary Janice Boudreau, Vice-Chair Susan Gleason was absent from the meeting.

Audience: Jodi Brown, Mary Ann Dykeman, Robert Dykeman, MaryJo Fuller, Sean Loomis, Dennis May, Lesley McLatchy, Paul McLatchy Jr., Ginny Ray, David Roberson, Jim Taylor, Doug Wilson

Minutes: The Minutes of January 22, 2014 could not be reviewed as Vice-Chair Gleason was absent.

Budget Hearings

1/. Planning Board Budget: The Planning Board presented their FY15 budget as level-funded. Two Items were presented as Special Project items: A locking fire proof file cabinet and possible legal expenses should Seaboard Solar appeal the Planning Board's decision that rejected the application for a Solar Installation on Tunnel Road.

2/. Park Commission Budget: Park Commission Chair MaryJo Fuller and Park Ranger Sean Loomis presented level funded budgets. Special Park Projects or Capital Improvement Plan Items included:

1- Beach Sand – remove and replace
2- Fitness Room – Flooring and Weight Rack Adjustable Bench and Weights
3- Tennis Court Resurfacing
4- Pond Lake Weed Control
5- Park Headquarters Repair – Siding and Sills
6- Play Structure – New Play Structure
7- New Double Fireplace on West Side of Beach

New Business:

1/. Chapter 90 Project Request: Highway Superintendent Jim Taylor presented the Select Board with a Chapter 90 Project Request for the State reimbursement amount of $133,000.00 for work on Monroe Hill and Ford Hill Roads.

Motion to Sign Chapter 90 Project Request: Following discussion, Chair Wilson made a motion to sign the Chapter 90 Project Request for $133,000.00 State reimbursement for work on Monroe Hill and Ford Hill Roads. The motion, seconded by Selectman Abbott, was accepted. (2/0/1) Vice-Chair Gleason was absent from the vote.

MW

2/. Review Agreement With Janice Boudreau: Chair Wilson presented a draft Agreement Letter with Janice Boudreau for the position of Administrative Clerk. Since the position of Administrative Clerk is in Town Bylaws hours were discussed. Since 32 hours fit into the FY14 Budget, it was agreed to review prior to Town Meeting to see if it is adequate time to perform the duties. Selectman Abbott was concerned that there were not enough hours budgeted for the position and asked about seeking some funds in reserve should an emergency occur and time additional hours would be needed as a cushion.

Motion to Accept Agreement: Chair Wilson made a motion to accept the Agreement with Janice Boudreau for the Administrative Clerk position with the addition of referring to definitions from the Personnel Policy Manual. The motion, seconded by Selectman Abbott, was accepted. (2/0/1) Vice-Chair Gleason was absent from the vote.

3/. Discuss Brian Donelson's School Report: A report was not received in time from Mr. Donaldson and Chair Wilson said that the Select Board should review out of concern for the financial future of the Town.

4/. Heating & Electrical Wires: Chair Wilson reported a problem with a heating unit and noticed that all Town Offices need to get wires and items lying on heating units away from heating units as a malfunction could cause units to heat up and cause a fire hazard. She indicated it was being worked on.

5/. National Fish & Wildlife Foundation Support Request: An Administrator from National Fish & Wildlife Foundation (NFWF) requested a letter of support from the Rowe Select Board in support of the Franklin Conservation District's proposal, "Creating Resilient Communities in the Deerfield River Watershed." It supports NFWF efforts to restore inland areas affected by Irene and other severe storms.

Motion to sign NFWF Support Letter: Chair Wilson made a motion to sign a letter of support to National Fish & Wildlife Foundation and their proposal, "Creating Resilient Communities in the Deerfield River Watershed" with efforts to restore inland areas affect affected by Irene and other severe storms. The motion, seconded by Selectman Abbott, was accepted. (2/0/1) Vice-Chair Gleason was absent from the vote.

4/. Special Town Meeting (STM)- Treasurer Elected to Appointed: Chair Wilson explained the process of changing the position of Treasurer from elected to appointed. It first required a vote 60 days in advance of a town election in favor so it could be placed on the Annual Town Election ballot so it was necessary to schedule a Special Town Meeting for the purpose. She further stated that she will prepare a fact sheet for explaining the reasons for the change.

Old Business

1/. Discuss Budget Schedule: The Budget Hearing Schedule was reviewed.

2/. Discuss HCOG Contract: Chair Wilson and Selectman Abbott reviewed the Hampshire Council of Governments (HCOG) Hampshire Power fixed price electricity contract and following discussion it was noted that the fixed price index was in fact higher than without the fixed price. It was agreed to remain with the variable market rate and review in greater detail when the variable rate contract is renewed.

MW

3/. Cell Tower: Chair Wilson reported making an initial call to a consultant for AT & T about having a cell tower in Rowe. She further stated that options will be explored.

4/. Earned Time Credit: Chair Wilson said she was giving up on implementing the Earned Time Credits System for Town Personnel since the Select Board is not the Appointing Authority in all cases. Chair Wilson said she will schedule time to work on the Personnel Manual.

5/. Wired West: Selectman Abbott reported that Wired West had provided an annual assessment for the Town.

Warrants: FY 14 W16 and FY14 PW16 were signed and reviewed.

Audience: None

Adjournment: Seeing no further business, Chair Wilson made a motion to adjourn the Meeting 7:05 p.m. The motion, seconded by Selectman Abbott, was accepted. (2/0/1) Vice-Chair Gleason was not present for the vote.

Respectfully Submitted,

Janice Boudreau
Secretary

Approval Date: FEBRUARY 12, 2014

Approved: _____
Marilyn Wilson, Chair

_____
Susan Gleason, Vice-Chair

_____
Noel R. Abbott, Selectman

Attachments:

- Agenda 01/29/14
- Proposed Budget Sheet- Planning Board
- Proposed Budget Sheet- Park Commission
- Chapter 90 Project Request – Monroe Hill and Ford Hill Roads
- Deborah Shriver – Email NFWF support Letter
- Rowe Support Letter on behalf of NFWF
- HCOG Electricity Supply Contract – Fixed Price Plus Index
- Offer Letter to Janice Boudreau – Administrative Clerk