Town of Rowe - FY 2014
Board of Selectmen – Minutes
Wednesday, February 19, 2014 - 3:00 pm
Rowe Town Hall

Call to Order: The meeting was called to order by Select Board Chair Marilyn Wilson at 3:03 pm.

Present: Select Board Chair Marilyn Wilson, Vice-Chair Susan Gleason, Selectman Noel Abbott, Administrative Clerk Janice Boudreau,

Audience: Myra Carlow, Thom Chiafolo, Robert Dykeman

Minutes:

Motion to Accept Minutes of February 11, 2014: Following Review, Chair Wilson made a motion to accept the Minutes of February 11, 2014 as presented. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1) Selectman Abbott was not present for the vote.

Minutes of January 22, 2014: Chair Wilson explained that an amendment to the Minutes of January 22, 2014 had been overlooked and that she wanted an amendment attached to the Minutes to read under the heading: "STM – Treasurer Elected to Appointed" to be added to the paragraph as follows:

> ... a Selectman from *Eastern Massachusetts said, " a person elected with no experience could be disaster for a town"*

The new paragraph would now read as follows:

- Rationale: Rationale for the change to appointed included MA Department of Revenue offered strong recommendation, Treasurer being the custodian of town funds, invests bond funds, oversees payroll, and a Selectman from an eastern Massachusetts Town said, " a person elected with no experience could be disaster for a town" . Chair Wilson said experience and credentials are required and the learning curve from private experience to municipal is large.

Motion to Amend Minutes of January 22, 2014: Chair Wilson made a motion to add an amendment to the Minutes of January 22, 2014 to be permanently attached to the Minutes. The motion, seconded by Vice-Chair Gleason, was accepted. Selectman Abbott was not present for the vote. (2/0/1)

Selectman Abbott arrived at the meeting at 3:20 pm.

Budget Hearings

1/. Assessors Budget: Select Board Members reviewed the Assessors FY15 Budget that was sent in. It was noted that it was a revaluation year and requested money to be set aside for the amount of $15,000.

2/. Conservation Commission: Conservation Commission Chair Myra Carlow and member Thom Chiafolo presented the FY15 Budget. Chair Carlow explained the reason for the increase in the budget was due to the increase in activity of the commission, the need for attending educational sessions and the occasional need for the opinion of a Consultant.

Old Business:

1/. STM Warrant and Discussion of Free Cash: Select Board Members reviewed a final version of the Special Town Meeting Warrant for March 5, 2014.

Motion to Accept Special Town Meeting Warrant: Following review, Vice-Chair Gleason made a motion to accept the Special Town Meeting Warrant for March 5, 2014 in its final version. The motion, seconded by Chair Wilson, was unanimously accepted. (3/0/0)

Constable Dykeman entered the meeting at 4:55 pm to sign the Special Town Meeting (STM) Warrant and left at 5:00 pm to post the Warrant.

It was agreed to have Town Counsel Brian Reilly attend the March 5, 2014 Special Town Meeting.

Chair Wilson presented 2 documents that would accompany the STM Warrant sent to Rowe voters; one to explain the reason for the re-vote on Articles on the STM and the second for the rationale for having the Treasurer position be changed from elected to appointed. Documents were accepted by Select Board Members.

2/. Work on BOS Budget: Chair Wilson tabled discussion to a later date.

3/. Work on Personnel Policy Manual: Chair Wilson tabled discussion to a later date.

4/. Selectman Abbott Email Discussed: Chair Wilson submitted a rebuttal to the several emails that Selectman Abbott had made to Franklin Regional Council of Governments (FRCOG), MA Department of Revenue Staff Members and several other individuals concerning the Free Cash votes at the Special Town Meeting (STM) of January 9, 2014. She requested that the rebuttal to the email be attached to the Minutes of February 12, 2014 and again with today's meeting since it was discussed. Selectman Abbott stated he would issue an apology to Chair Wilson concerning his email comments if there was a response from the Department of Revenue indicating the Free Cash certification was made prior to the STM and that clear information was given. Selectman Abbott said he will attach a response to the Minutes of February 12, 2014 and February 19, 2014 with regards to Chair Wilson's rebuttal.

Motion to add Response: Chair Wilson made a motion to attach an amended response to the Minutes of February 12, 2014 and February 19, 2014 concerning specific emails Selectman Abbott had sent to Franklin Regional Council of Governments (FRCOG), MA Department of Revenue Staff Members and several other individuals concerning the Free Cash votes at the Special Town Meeting (STM) of January 9, 2014. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1)

New Business:

1/. Policy for Posting Meetings: a Reasonable Time Frame: Chair Wilson raised the issue that Committees are submitting Agendas to conform to the Open Meeting Law for posting were submitting them to Town Hall Personnel at the very last minute and that it was causing unnecessary confusion and work. Further, due to the part-time schedules of the Town Hall Personnel and their need to attend meetings on and off-premise, it was not always possible to post Agendas at the last minute. Following discussion, it was agreed to adopt a policy for Committee Chairs to submit Agendas:

a). Be responsible for your posting
b). Use the format in the sample template
c). Take responsibility for filing to the Town Clerk
d). Use the template
e). Unless extreme conditions exist , submit the Agenda to Administrative Clerk Janice Boudreau, Administrative Assistant Sandy Daviau or Town Clerk Jenn Morse.
f). You will receive a confirming posting response from Janice, Sandy or Jenn.

2/. Policy for Notification Town Hall Closures Due to Weather: Following discussion, it was agreed to set up an employee list on the Town notification system which could be accessed remotely and have notifications sent to them as well as Town residents in the event the Town Hall closes due to storm conditions.

3/. Problem with Dogs in Town: Chair Wilson reported she was made aware of a problem regarding a household in Rowe leaving their pets unattended for extended periods of time. Animal Control Officer Ed Grinnell was monitoring the situation to make certain the pets were not left for more than 3 days; otherwise the State Police would be called as it is a felony to leave pets unattended for more than 3 consecutive days.

4/. Fiber Optic at Rowe School: Selectman Abbott reported that a fiber optic "juniper" box could be set up in the current Operations trailer at the Rowe School building site which would require a simple move to the school when it was appropriate to do so.

5/. Wired West Update: Selectman Abbott reported that due to a snow date the next WiredWest meeting was scheduled at the Charlemont Academy on March 19, 2014 and that because he was attending the Regional WiredWest Board of Directors meetings it didn't make sense for him to attend this one. He suggested that the other Select Board Members attend.

Audience: None
Correspondence Reviewed

Adjournment: Seeing no further business, Chair Wilson made a motion to adjourn the Meeting 5:20 p.m. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. (3/0/0)

Respectfully Submitted,

Janice Boudreau
Secretary

Approval Date: FEBRUARY 26, 2014

Approved:

Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Noel R. Abbott, Selectman

Attachments:

- Agenda 02/19/14
- Assessors FY15 Budget Request
- STM – 03-05-14 Warrant
- STM – handouts – prepared by Chair Wilson - 2 pages
- Wired West update -2 pages
- Selectman Abbott Email to DOR - 4 pages (submitted by Marilyn Wilson)
- Response to Noel Abbott's Allegations – 1 page (submitted by Marilyn Wilson)