Town of Rowe - FY 2014
Board of Selectmen – Minutes
Wednesday, March 26, 2014 - 3:00 pm
Rowe Town Hall

Call to Order: The meeting was called to order by Chair Wilson at 3:00 pm.

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

Audience: Rosie Gordon, Lance Larned, Jim Taylor, Mary Vilbon

Minutes

Motion to Accept Minutes of March 12, 2014: Following Review, Vice-Chair Gleason made a motion to accept the Minutes of March 12, 2014 as presented. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1) Chair Wilson was not present at the meeting and abstained from voting.

New Business

1./ Reserve Fund Transfer Request: Highway Superintendent Jim Taylor presented a request for a Reserve Fund Transfer for heating oil due to the harsh winter.

Motion to Accept Reserve Fund Transfer: Upon review, Chair Wilson made a motion to accept the Reserve Fund Transfer for the amount of $294.18 due to the heating oil expense of the harsh winter. The motion, seconded by Vice-Chair Gleason was unanimously accepted. (3/0/0)

2./ Shelburne Falls Business Association : Executive Director of the Shelburne Falls Business Association Mary Vilbon made a presentation to the Select Board informing them of resources offered by the group offered to local businesses and efforts to attract tourists to the region. In the future they are working on a database for artists in the area. It was agreed to link their website to the Town's website as a resource of information.

3./ Computer Purchase Request: Select Board Members reviewed requests for computers for the Board of Health and the Nurse due to inability to upgrade operating systems which could put the computers at risk to viruses. In addition, the battery backup system for the Nurse's computer is no longer functioning. It was agreed that the purchase could come from the Board of Health's operating budget.

4./ Broadband Collective Procurement Request: There was discussion about the long term potential of broadband connections to surrounding homes and businesses. A request from Linda Dunlavy of Franklin Regional Council of Governments concerning joining a collective procurement request for broadband fiber connection.

Motion to Join Bid Process: Following discussion, Chair Wilson made a motion to join the Broadband Collective Procurement Process through Franklin Regional Council of Governments. The motion, seconded by Susan Gleason was unanimously accepted. (3/0/0)

5./ Review Job Description Highway Superintendent: A job description presented by Jim Taylor for the position of Highway Superintendent was reviewed. It was agreed to return to the issue after reviewing comments from Selectman Abbott.

6./ Hazardous Waste Collection Registration for Signing: Franklin County Solid Waste Management District asked to have a form signed to update a requirement by MA Department of Environmental Protection for Hazardous Waste Collection.

Motion to Sign Agreement: Chair Wilson made a motion to sign the MA Department of Environmental Protection for Hazardous Waste Collection Generator Registration form to authorize Rowe collection of hazardous waste. The motion, seconded by Vice-Chair Gleason was unanimously accepted. (3/0/0)

7./ Rowe Camp Conference Center Check: Rowe Camp Conference Center donated $2000.00 to the Town of Rowe as a gesture of good faith towards Rowe for the recent acquisition of a property on Zoar Road. It was agreed to discuss further where to spend the money to benefit the Town.

8./ Budget Items: There was discussion regarding budget line items that needed the transfer of funds. It was agreed to table until May when legal to do so.

9./ Wired West Report: Selectman Abbott reported that WiredWest would be providing a warrant item for each town to include on their Annual Town Meeting Warrant. In addition, he said that it might be a good idea to re-form the Broadband Committee into an IT Committee.

10./ Equal Pay Day Proclamation: Chair Wilson reported receiving correspondence regarding the Proclamation of April 8, 2014 as Equal Pay Day to honor business and professional woman in the workforce receiving equal pay as their male counterparts.

Motion to Support Proclamation: Chair Wilson made a motion to include Rowe in support of the Equal Pay Day Proclamation Day of April 8, 2014. The motion, seconded by Selectman Abbott, was unanimously accepted. (3/0/0)

11./ Ballot Question: Chair Wilson presented a ballot question to be added to the Annual Town Election regarding the Treasurer becoming an appointed position for approval.

Motion to Approve Ballot Question: Following review, Chair Wilson made a motion to accept the ballot question for the Town Election as presented. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. (3/0/0)

12./ Petition for Bylaw Amendment: Chair Wilson said a petition was presented by a citizen to amend Bylaw Article 3 Section 11 regarding the Finance Committee. She indicated that the same citizen had changed the same Article in the past and stated the Bylaws should not be frivolously changed and amended and she intends to oppose the Amendment.

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13./ Budget Concerns: Chair Wilson said the individual Department Heads need to monitor their budgets more carefully and would send a memo to remind them.

Selectman Abbott left the Meeting at 4:47pm.

Old Business

1./ FY15 Budget: Select Board Members discussed FY15 Budget with Finance Chair Dennis May. Concerns discussed were:

a.) FCCIP – There was discussion about the cost to homeowner for building projects and how the cost might be reduced. It was agreed to look into the matter.

b.) FRCOG budgets was reviewed and it was noted that training and services were expensive but the benefits of being in compliance and reports filed in a timely manner could potentially save the Town money.

c.) It was noted that all departments were in need of locked filing cabinets.

d.) Increasing hours for the Town Clerk was discussed since her responsibilities have increased, training required and she reported consistently working more hours than is paid for. A memo from Jenn Morse was reviewed.

Adjournment: Seeing no further business, Chair Wilson made a motion to adjourn the Meeting at 5:23 p.m. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1) Selectman Abbott was absent from the vote.

Respectfully Submitted,

Janice Boudreau

Approval Date: APRIL 9, 2014

Approved:

Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Noel R. Abbott, Selectman

Attachments:

- Agenda 03/26/14
- Ballot Question Memo
- FRCOG Memo concerning Broadband connection
- FCSWMD Memo concerning Hazardous Waste Paperwork
- Highway Superintendent Job Description Draft
- Northeast IT recommendations
- Town Nurse IT report
- WiredWest Report
- Jenn Morse