Town of Rowe - FY 2014
Board of Selectmen – Minutes
Wednesday, July 2, 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 and Vice-Chair Susan Gleason, Selectman Walt Quist and Administrative Clerk Janice Boudreau

Audience: Jodi Brown, Rosie Gordon

Minutes: **Motion to Accept the Minutes of June 18, 2014:** Following review, Chair Wilson made a motion to accept the Minutes of Select Board Meeting of June 18, 2014 with corrections. The motion, seconded by Selectman Quist, was accepted. (3/0/0)

Executive Session:

Chair Wilson made a motion to convene into Executive Session and reconvene into Open Session. The motion, seconded by Vice-Chair Gleason, was unanimously accepted.

Marilyn Wilson - Aye
Susan Gleason - Aye
Walt Quist - Aye

Convene into Executive Session for Purpose # 3:

To discuss strategy with respect to collective bargaining or litigation 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 Meeting reconvened into Open Session at 3:45 p.m.

New Business

1. School Building Committee Appointments: Chair Wilson opened discussion with concerns about the School Building Committee (SBC) and asked members to reconsider appointing the SBC for a shorter duration of 6 months.

Motion to Reappoint SBC: Following discussion, Chair Wilson made a motion to reappoint the School Building Committee for a period of 6 months. The motion, seconded by Susan Gleason, was unanimously accepted. (3/0/0)

2. Reassign Liaisons: There was discussion about assigning liaisons to various Town Departments.

Motion to Appoint Liaisons: Chair Wilson made a motion to appoint Vice-Chair Gleason to act as Highway Department liaison. The motion, seconded by Selectman Quist, was accepted. (2/0/1)

Chair Wilson made a motion to appoint Walt Quist to act as Fire Department liaison. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1)

3. Letter of Hire for New Highway Superintendent: Chair Wilson reported that she was working on letter of hire for the new Highway Superintendent and would have it for next meeting.

4. Annual Leave for Town employees: Chair Wilson reported that Assistant Treasurer had brought it to Chair Wilson's attention that there were discrepancies between policies approved and policies in the Personnel Policy Manual that needed correction such as the personal days and leave time. Selectman Quist agreed to draft a leave policy. There was discussion about DPW Superintendent Larned working during his vacation due to closing out things with the retiring Superintendent.

Motion to Grant Larned Vacation: Following discussion, Chair Wilson made a motion to allow Highway Superintendent Lance Larned to take vacation outside of the fiscal year due to the situation of working with the retiring Superintendent in the transition that required him to work during his scheduled vacation time. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. (3/0/0)

5. Invite Finance Committee to Consider Financing Long Term Road and Bridge Work: It was agreed to meet with the Finance Committee in the future to discuss long term planning for Bridge work in town.

6. FRCOG – Request for Mohawk Trail Woodlands Partnership Advisory Committee: Franklin Regional Council of Governments (FRCOG) requested that Rowe provide a representative to participate in a newly forming organization that would focus on partnering with area towns for forest conservation and economic development.

Motion to Appoint Selectman Quist: Following discussion, Chair Wilson made a motion to appoint Walt Quist to represent Rowe for the Mohawk Trail Woodlands Partnership Advisory Committee. The motion, seconded by Vice-Chair Gleason, was accepted. (2/0/1)

Old Business

1. Correct and initial Line Item Transfer Request from Hwy Dept.: A change was required to a request for a Transfer of Funds Between Existing Line Items due to an error.

Motion to Correct Line Item Transfer: Chair Wilson made a motion to correct the Line Item Transfer from DPW Account 001-422-5810 to 001-422-5430. The motion, seconded by Walt Quist was unanimously accepted. (3/0/0)

2. Replacement of Gazebo: suggestions?: Chair Wilson asked that the Board think about the issue of the Town Gazebo and think about whether to repair or replace.

3. Norma Donelson has donated a picture for Congressman Neal's office: Chair Wilson reported Norma Donalson donated a photograph for Congressman Neal's Office.

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4. Policy Manual review by Town Counsel: It was agreed to furnish the Personnel Policy Manual to Town Counsel to review once corrections are made.

5. Appointments continued: Select Board Members discussed appointments.

Motion to Appoint: Chair Wilson made a motion to appoint the following positions for one year, unless noted, ending at the end of FY15:

- Gail May:	Emergency Medical Services
- Chris Hyytinen:	Emergency Medical Services
- Sandy Daviau:	Field Driver
- Thomas Danek:	Measurers of Wood, Bark, Lumber
- Bob Rice:	Measurers of Wood, Bark, Lumber
- Jim Williams:	Measurers of Wood, Bark, Lumber
- Donna MacNicol:	Town Counsel
- Leonard Laffond:	Yankee Atomic Electric Company Citizen Advisory Board
- Marilyn Wilson:	MMAC (Mohawk Municipal Advisory Committee)
- Lance Larned:	Environmental Officer
- Lance Larned:	Tree Warden
- Sharon Hudson:	Historical Commission
- Marilyn Belval:	Gracy House Committee
- Mary Ann Dykeman:	Gracy House Committee
- Robert Dykeman:	Gracy House Committee
- Cynthia Laffond:	Gracy House Committee
- Leonard Laffond:	Gracy House Committee
- Sharon Hudson:	Gracy House Committee
- Judith Pierce:	Gracy House Committee
- Melinda Herzig:	Detail Officer
- Chief Jarod Bellows:	Police Officer 2014 Old Home Day
- Chief Henry Dandeneau:	Police Officer 2014 Old Home Day
- Officer Melinda Herzig:	Police Officer 2014 Old Home Day
- Chief Margo Newton:	Police Officer 2014 Old Home Day
- Officer Ryan Martin:	Police Officer 2014 Old Home Day

6. Policy for access to Fundware: Following discussion, it was agreed that Vice-Chair Gleason would draft a policy for the use of the Fundware Program for town Department heads.

7. Form Committee Consisting of Broadband Committee, Finance Committee, and BOS to Explore High Speed Internet Capabilities: Chair Wilson discussed re-establishing the Broadband Committee and proposed having joint discussions with the Finance Committee to review how to finance the implementation of Broadband in Rowe since it is unlikely, according to David Epstein of WiredWest, Linda Dunlavy, Executive Director of FRCOG who has been working with the Mass Broadband Initiative, Peter deRiccho of Leverett, MA and others that the state will fund the WiredWest project. It was agreed to contact the Broadband Committee members to discuss reestablishing the committee.

8. Interconnection Service Agreement: Select Board Members reviewed the 'Interconnection Service Agreement' between Massachusetts Electric Company and the Town of Rowe to transfer the solar interconnections credits from the Rowe Elementary solar installation from Town Hall back to the Rowe Elementary School.

Motion to Sign Interconnection Service Agreement: Following review, Chair Wilson made a motion to sign the 'Interconnection Service Agreement' between Massachusetts Electric Company and the Town of Rowe transferring Rowe Elementary solar array installation credits from Town Hall back to Rowe Elementary School. The motion, seconded by Vice-Chair Gleason was unanimously accepted. (3/0/0)

9. Goal Post Discussion: Chair Wilson reported that the service agreement for the copy machine in Administrative Clerk's Office costs 1.3 cents for black and white copies and 7 cents for color copies. She indicated that this cost to print the Goal Post was coming out of Administrative budget and that it needed to be properly attributed to the Planning Board's budget in the future.

10. Accountant Issue: Chair Wilson reported that there was an erroneous rumor circulating that FRCOG Accountant was fired from her position in Charlemont which is untrue as she had asked to be transferred from the position. FRCOG Executive Director Dean indicated he was very pleased with her work.

11. Fire Hoses: Chair Wilson reported that there were obsolete hoses in the Fire Department gear that could be salvaged for the brass. Vice-Chair Gleason agreed to check with area towns to make sure they were not needed for compatibility with other area towns in mutual aid instances.

12. Ambulance Meeting: Vice-Chair Gleason discussed the problems with the emergency response directives issued from the State and that there were ongoing meetings to address remedying the situation to meet State requirements.

13. Fire Department Issues: Chair Wilson raised the issue about problems with the Fire Department and that more information needs to be obtained to discuss further. Stipends were discussed for the Fire Dept. and whether they would be paid for members with non-attendance.

Motion to Table Discussion: Chair Wilson made a motion to table discussion about the Fire Department until obtaining additional information. The motion, seconded by Vice-Chair Gleason was unanimously accepted. (3/0/0)

14. Comprehensive Emergency Management: Following discussion, it was agreed that Vice-Chair Gleason would contact Ed May to inquire about whether the Comprehensive Emergency Management plan is up to date.

15. Department of Accountancy Hearing: Chair Wilson reported a meeting with the Board of Public Accountancy in the matter of Scott M. Sawyer, CPA. She presented information on behalf of the town and was informed they would give the matter consideration and respond.

Citizen Comments: Rosie Gordon raised the issue about road culverts and whether budgets accurately reflected department budgets.

Warrants: Warrants FY14 W27 FY15 W01and PW27 were reviewed

Adjournment:
Seeing no further business, Chair Wilson made a motion to adjourn the Meeting at 6:24 p.m

Respectfully Submitted,

Janice Boudreau

Approval Date: JULY 16, 2014

Approved:

Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Walt Quist, Selectman

Attachments:

- Agenda 07/02/14
- FRCOG Mohawk Trail Woodlands Partnership Advisory Committee
- Request for Transfer of Funds Between Existing Line Items
- MTRSD Letter Re: FCTS Tuition
- National Grid Interconnection Service Agreement