Town of Rowe - FY 2015
Board of Selectmen – Minutes
Wednesday July 1, 2015 – 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 Quist and Administrative Clerk Janice Boudreau

Audience: Erica Coutu, Jennifer Morse

Minutes:

Motion to accept Minutes of June 17, 2015: Upon review, a motion was made by Vice-Chair Gleason to accept the Minutes of June 17, 2015 with corrections. The motion, seconded by Selectman Quist, was unanimously accepted. (3/0/0)

OLD BUSINESS

1. School Accounting: Chair Wilson reported there were errors with regards to the School Accounting and when Susan Zavotka returns she will ask the School Committee to come in and meet with Town Accountant and the Berkshire Union Business Manager to resolve issues.

2. School Invoices: There were some problems with Shared Services from Mohawk incorporated into the MTRSD assessments that were budgeted for and need to be paid. Some invoices were paid and others not. Chair Wilson worked with Town Accountant to correct problems.

3. Continue with Appointments: Chair Wilson spoke with Finance Committee Chair Wayne Zavotka about the Finance Committee vacancy which is the responsibility of the Select Board to appoint. There was discussion about candidates presented by the Finance Committee.

Motion to Appoint: Following discussion, Chair Wilson made a motion to appoint Loretta Dionne to the Finance Committee to serve for the term. The motion, seconded by Selectman Quist, was unanimously accepted. (3/0/0)

Following discussion Select Board Members continued to work on FY16 Appointments:

Agricultural Commission	Carol Lively	7/1/2015	7/3/2015
	Jonathan Lively	7/1/2015	7/3/2015
	MaryJo Williams	7/1/2015	7/3/2015
	Susan Gleason	7/1/2015	7/3/2015
Beautification Committee	Thom Chiofalo	7/1/2015	7/3/2015
	Joanne Brown	7/1/2015	7/3/2015
	Christine Tower	7/1/2015	7/3/2015
Measurers of Wood, Bark, Lumber	Thomas Danek	7/1/2015	7/3/2015
	Robert Rice	7/1/2015	7/3/2015

	James Williams	7/1/2015	7/3/2015
	Melinda Herzig	7/1/2015	7/3/2015
Police Officers Part-time	Henry Dandeneau	7/1/2015	7/3/2015
	Jarod Bellows	7/1/2015	7/3/2015
	Margo Newton	7/1/2015	7/3/2015
	Holland Herzig	7/1/2015	7/3/2015

4. Format for Annual Review Assessments: There was discussion about coming up with a format and Selectman Quist will bring a sample format he used in a former position.

5. Interviews for Fire Dept. Administrative Assistant:
   5:00 pm Erica Couture
   5:30 pm Jenn Morse

Motion to Appoint: Following discussion and interviews, Chair Wilson made a motion to appoint Jennifer Morse as Administrative Assistant for the Fire Department. There was discussion about a possible conflict of interest due to Ms. Morse being the wife of the Fire Chief. It was agreed to consult with Town Counsel on the matter. The motion, seconded by Vice-Chair Gleason, was unanimously accepted. (3/0/0)

5. Hoosac Tunnel Bridge - Working with Sen. Ben Downing's office and Mass DOT: Chair Wilson reported that after several attempts to communicate with the owners of the bridge, Pan Am Southern, there has been no response. She visited the bridge with the Highway Superintendent and she saw first-hand the need for immediate action, the bridge is dangerous due to rotten boards needing replacement. She contacted Sen. Ben Downing's office to see if they can provide any assistance since it is a great safety hazard.

NEW BUSINESS

1. Annual Reviews:
   - Administrative Assistant review was tabled until next meeting

2. Sign contract with FCCIP: Select Board Members reviewed the Franklin County Regional County of Governments (FRCOG) Contract for Services of Building, Plumbing & Gas, Wiring and Zoning Enforcement with Rowe under the Franklin County Cooperative Inspection Program.

Motion to Sign Agreement: Following discussion and review, Chair Wilson made a motion to sign the Building, Plumbing & Gas,Wiring, Inspection and Zoning Enforcement Professional Services Agreement by and Between the Franklin County Regional County of Governments and the Town of Rowe beginning July 1, 2015. The motion, seconded by Vice-Chair Gleason, was accepted.
(2/0/1)

3. MBI contract: Chair Wilson presented a $5,000.00 grant application for the legal and financial services and sign it over to WiredWest to act on our behalf. She indicated that she would complete the application process.

Motion to Authorize: Following discussion, Chair Wilson made a motion to sign the grant application

and, if awarded, to sign the grant proceeds to WiredWest to act on our behalf for the legal and financial services required to bring fiber optic services to the Town of Rowe. The motion, seconded by Selectman Quist, was unanimously accepted. (3/0/0)

4. Sam.gov: Chair Wilson reported working on Sam.gov website to enroll the Town of Rowe which will aid in facilitating the process of completing future grant applications.

6. Sex Offenders: Chair Wilson said a Citizen raised the question of whether registered level 3 sex offenders were restricted from residing within proximity to a church. It was agreed to check with Town Counsel since there were no Rowe bylaws addressing the matter.

7. Seaboard Solar: Chair Wilson reported that Seaboard Solar has withdrawn their case against the Rowe Planning Board.

8. Monroe Bridge: Chair Wilson reported receipt of a letter confirming that the final inspection had been completed and the Monroe Bridge Replacement Project has been completed.

Warrants: Review FY15W26 and FY15PW26

Audience of Citizens:

Adjournment: Seeing no further business, Chair Wilson made a motion to adjourn the Meeting at 5:52 p.m. The motion, seconded by Vice-Chair Gleason, was accepted. (3/0/0)

Respectfully Submitted,

Janice Boudreau

Approval Date: July 15, 2015

Approved:

Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Walter J. Quist, Selectman

Attachments:

- Agenda 7/1/15
- Strong Start for MA Children Letter
- FCIIP Contract
- MassDOT – Monroe-Rowe Bridge Replacement Letter