Town of Rowe - FY 2015
Board of Selectmen – Minutes
Wednesday October 21, 2015 – 3:00 pm
Rowe Town Hall

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

Present: Chair Wilson, Vice-Chair Susan Gleason, Selectman Quist and Administrative Clerk Janice Boudreau

Audience: None

Minutes:

Motion to accept Minutes of September 09, 2015: Upon review, a motion was made by Chair Wilson to accept the Minutes of September 9, 2015 with amendments. The motion, seconded by Selectman Quist, was accepted. (2/0/1) Vice-Chair Gleason abstained from the vote as she was not present for a portion of the meeting.

Executive Session

Chair Wilson made a motion to go into Executive Session for Purpose #1 and to reconvene into Open Session:

> (1) To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties. A public body shall hold an open session if the individual involved requests that the session be open. If an executive session is held, such individual shall have the following rights:
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> i. to be present at such executive session during deliberations which involve that individual;
> ii. to have counsel or a representative of his own choosing present and attending for the purpose of advising the individual and not for the purpose of active participation in the executive session;
> iii. to speak on his own behalf; and
> iv. to cause an independent record to be created of said executive session by audio-recording or transcription, at the individual's expense.
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> The rights of an individual set forth in this paragraph are in addition to the rights that he may have from any other source, including, but not limited to, rights under any laws or collective bargaining agreements and the exercise or non-exercise of the individual rights under this section shall not be construed as a waiver of any rights of the individual.

The motion to convene into Executive Session and to reconvene into Open Session was voted upon:

- Marilyn Wilson – aye
- Susan Gleason – aye
- Walter Quist – aye

The meeting reconvened into Open Session at 4:05 pm

Old Business

1. Ambulance Contract Review: Select Board Members reviewed the Emergency Medical Services Agreement provided by North Adams Ambulance Service. It was agreed to have Town Counsel review as a next step in the process.

2. Hampshire Power: Chair Wilson reported speaking with Hampshire Power about saving money on electricity charges. Janice Boudreau had looked into the matter, found the contract with Hampshire Power and checked with another company about saving money on the electricity supply charge. She reported that Hampshire Power had the lowest rate and that our contract with them is automatically renewed each year unless we notify them.

3. Inspection of Town Buildings: Chair Wilson said that Town Buildings needed an inspection to determine what needed to be done to assist in the formation of the Capital Improvement Plan for the municipal facilities. Chair Wilson contacted a contractor from Rowe who declined. It was agreed to contact a Contractor for the purpose and make Administrative Clerk aware of any names that might be appropriate so it could be accomplished before it snowed.

4. Policies Presented by Town Accountant; Review and Discuss Town Counsel's Input: Town Counsel reviewed Town Accountant Policies. It was agreed that Administrative Clerk would insert the recommendations that were presented by Town Counsel and would review at next meeting.

5. Hazard Mitigation Plan – Request from FRCOG: Administrative Clerk reported speaking with Police Chief, Highway Superintendent and Emergency Medical Services Coordinator and they agreed to meet with Kimberly McPhee of Franklin Regional Council of Governments (FRCOG) who will prepare a Hazard Mitigation Plan for Rowe as part of a grant that was received for area towns. It requires two meetings one to work on the plan and the second to review and edit. Selectman Quist agreed to serve on the committee. Selectman Quist said Fire Depart. Admin Assistant and Emergency Management Director should be contacted and ask to participate.

6. FC Regional Housing Authority – Community Development Strategy: Administrative Clerk presented a draft Community Development Strategy to the Board for review as part of the Application Process for Housing Rehabilitation 0% interest loans for citizens. It was updated with the assistance of Megan Rhodes at FRCOG. There was discussion about the need to first review the plan and fine tune it, hold a hearing to present the plan and send a letter to all citizens informing them of the potential income based 0% housing loans and what they could be used for. Following review of the letter to citizens, it was agreed to mail out as soon as possible.

New Business

1. Governor's Listening Tour: Chair Wilson reported that she intended to attend a listening session hosted by the Executive Office for Administration and Finance in Springfield seeking public input on regulations affecting municipalities in Springfield on November 24th. She especially wanted to address the mandates that were unfunded and don't apply to the more rural communities. She asked members to provide her with any issues they would like to see addressed prior to her attending the meeting.

2. Review Policies for Use of Town Property (Public Purpose Limitation Law): Chair Wilson raised discussion about a recent use of the large white tent that is designated specifically for Town events. She pointed out that there were 3 tents available for private citizen use and that

law, public property should not be used for private purposes. It was agreed to indicate the big white tent is not available to borrow for private groups on the 'Agreement for Borrowing/Using Town Tents'.

3. Discuss new Budget Format as Recommended by MA DOR/DSL: Select Board members discussed the new format as recommended by Massachusetts Dept. of Revenue.

4. Shelburne Falls Area Business Association Breakfast on October 30th: Chair Wilson spoke about the Shelburne Falls Area Business Association Breakfast on Friday, October 30th with Sen. Downing, State Rep. Kulik and Rep. Mark in attendance.

5. Cultural Council Allocation Contract: Select Board Members reviewed the Local Cultural Allocation for the Rowe Cultural Council Contract.

Motion to Sign Contract: Chair Wilson made a motion to sign the Local Cultural Allocation for the Rowe Cultural Council Contract for $4,400.00 from Massachusetts Cultural Council motion, seconded by Vice-Chair Gleason, was accepted. (3/0/0)

6. Administrative Clerk Updates: Smoke Alarms: Administrative Clerk discussed the need to repair the smoke detector alarm in Town Hall. She met with a representative from Detecto Guard who indicated that the system needed to be tested once a year by a licensed Fire Alarm Specialist. Detecto Guard, who currently handled our camera security and the school's alarms could test as could a qualified electrician. It was agreed to work with Detecto Guard since they were already working with other departments.

Warrants: Review FY16W09 and FY16PW09

Adjournment: Seeing no further business, Chair Wilson made a motion to adjourn the Meeting at 6:20 p.m. The motion, seconded by Selectman Quist, was unanimously accepted. (3/0/0)

Respectfully Submitted,
Janice Boudreau

Approval Date: NOVEMBER 18, 2015

Approved:

Marilyn Wilson, Chair

Susan Gleason, Vice-Chair

Walter J. Quist, Selectman

Attachments:

- Agenda 10/21/15
- MA Cultural Council Contract (3 pgs)
- FRCOG Multi-Hazard Mitigation Planning Letter
- North Adams Ambulance Service Draft Contract (3 pgs)