

Select Board Minutes

October 17, 2012

Present: Doug Field, Select Board Chair, Poullette Leukhardt

Executive Town Administrator: Mary Fitz-Gibbon

Asst. Municipal Clerk/ Scribe (1st draft): Lynn Taylor

5 Audio recorders present

Meeting called to order at 7:01 pm

MINUTES:

Poullette makes a motion to accept the minutes of October 10, 2012, as amended. 2nd by Doug.

Discussion: Poullette would like to add two sentences to Select Board civility solutions paragraph, which she produced in writing and read aloud. Doug would like to see the Board members listed by seniority in these minutes and in future minutes. Both members agreed with changes. **VOTE: 2-0-0 passes unanimously.**

Poullette makes a motion to accept Executive Session minutes for October 10, 2012. 2nd by Doug. **VOTE: 2-0-0 passes unanimously.**

Doug reads a letter of resignation from Karen Sullivan who is resigning from the School Committee effective at the end of November.

Poullette makes a motion to accept the letter of resignation from Karen Sullivan with regrets. 2nd by Doug. **VOTE: 2-0-0 passes unanimously.**

Mary will put a notice in the Ashfield News and on the Town website seeking a volunteer to accept an appointment to fill an unexpired term to the School Committee.

OLD BUSINESS:

Time Sheets: Poullette makes a motion to accept the new employee time sheets. 2nd by Doug.

Discussion: The new timesheet will be put into effect pay period after next to allow the treasurer time to contact department heads and distribute the new form. **VOTE: 2-0-0 passes unanimously.**

FRCOG Accounting Services and Software contract: The modified contract has been sent to Bob Dean. Once Bob has replied in response to the requested changes the matter will come back before the Board.

Rehabilitation Revolving Loan Program: Mary will invite Robin Sherman, Executive Director of the Franklin County Housing and Redevelopment Authority, to the November 7 Select Board meeting. The Finance Committee is invited to attend the meeting as well..

Annual Audit update: Mary, the Accountant and the Collector have come up with the names of four firms that conduct area municipal audits. The names have been passed to Ted Murray, Chair of the Finance Committee, as that committee will be doing some research on the possibilities. Mary has also contacted Scanlon and Associates to let them know that if they will confirm a November audit date the town will go ahead, as planned, with Scanlon and Associates to conduct the FY 11 & FY12 audits.

Action on old Police cruiser (car): Based on an assessment of the condition of the vehicle Curt at the Highway Department has made a recommendation to replace the four new tires on the cruiser with old ones and sell the car to a junk yard rather than selling it for use as a vehicle thus relieving the Town of any potential liability.

Paullette makes a motion to have Curt Pichette salvage the four new tires from the cruiser and make arrangements with a junk yard to sell the Ford Taurus for junk only relieving the Town of any liability. 2nd by Doug. **VOTE: 2-0-0 passes unanimously.**

NEW BUSINESS:

Select Board Appointments:

Paullette makes a motion to appoint Irene Branson of Hill Rd. and Louise Poissant of Norton Hill Rd. as Election Workers for the term of one year. 2nd by Doug. **Vote: 2-0-0 passes unanimously.**

Paullette makes a motion to appoint Chris Mattson of Deerfield and Randall Williams of Conway as Special Reserve Officers to the Police Dept. for a term of one year. 2nd by Doug. **Vote: 2-0-0 passes unanimously.**

Paullette makes a motion to appoint Tom Poissant, Creamery Road and Mike Skalski, Baptist Corner Road to the Hilltown Resource Management Cooperative (HRMC) for the term of one year. 2nd by Doug. **Vote: 2-0-0 passes unanimously.**

LIAISON REPORTS:

Fire: Dell and a crew of seven firefighters went to Vermont to see the fire truck chassis; pictures were passed around for all to see.

Highway: Tom is working on the dirt roads, getting them ready for winter. Tom is also hoping to start work on Smith Rd. before winter sets in. Tighe & Bond have submitted their plans to the DEP regarding the problem with the Pleasant Street culvert.

Personnel Board: The Personnel Board is waiting for Ron's input on the administrative procedures that will accompany the employee performance review sheet; when he returns the Personnel Board will get back to work on that.

MAIL:

Mohawk Trail Regional School District Rowe tuition calculation analysis and recommendation report prepared by The Abrams Group. Distributed to Select Board for future discussion.

Letter regarding Union contract negotiations at Mohawk. Paullette reads the letter.

Letter from the Assessors requesting a Tax Rate & Classification Hearing date; Mary will try to have them on the agenda of the November 7, 2012 Select Board meeting.

Letter from Side Hill Farm is read aloud by Doug informing the Board that they have put their property on Beldingville Rd., which is in Chapter 61A, up for sale.

E-mails sent or copied to the board entered into the record.

Next Meeting October 24, 2012 at 7:00 pm

Paullette makes a motion to adjourn. 2nd by Doug. **VOTE: 2-0-0 passes unanimously.**

Meeting adjourned at 8:37 pm.

Document List

Employee Time Sheet approved by the Select Board 10-17-12

Mohawk Trail Regional School District Rowe tuition calculation analysis and recommendation report prepared by The Abrams Group.

Two color pictures: new fire truck chassis.