

**Town of Ashfield**

**Select Board Minutes**

**October 7, 2013**

The Ashfield Select Board meeting was held on Monday October 7, 2013 at the Ashfield Town Hall. The meeting was called to order by Tom Carter- Chair at 7:00 PM. There were four audio recorders and one video recorder in use during the meeting. There were approximately five audience members in attendance.

Select Board members: Tom Carter- Chair, Ron Coler-Vice Chair, Paullette Leukhardt

Executive Administrator: Mary Fitz-Gibbon

Scribe: Assistant Municipal Clerk, Lynn Taylor

Board reviews and signs the Warrant:

Payroll Warrant WP14-08 dated October 9, 2013(**document 1**)

Vendor Warrant W14-08 dated October 9, 2013(**document 2**)

MINUTES:

September 30, 2013: **MOTION:** Carter makes a motion to accept the minutes of 9/30/2013, seconded by Leukhardt. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0(**document 3**)

September 30, 2013 Executive Session Minutes: **MOTION:** Coler makes a motion to accept and open the Executive Session Minutes of 9/30/2013, seconded by Leukhardt. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0(**document 4**)

APPOINTMENTS:

Chief Droney, APD: MIIA Risk Management Grant Application: Chief Droney would like to apply for this year's \$5,000.00 MIIA Risk Management Grant if awarded he would purchase a cruiser-mounted camera. He expresses his concerns with the fact that the Officers are always out on patrol alone and this camera would be a proactive step in order to protect the officers. Droney received a proposal for such a camera and the price would come in under the \$5,000.00. A signature from both the Chair of the Select Board and of the Treasurer is needed. **MOTION:** Leukhardt makes a motion to sign the MIIA Risk Management Grant as presented by Chief Droney, seconded by Coler. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0. (**document 5**)

Chief Droney advises the Board of a few issues regarding a strong storm that happened earlier this evening. Watson Spruce Corner and Bear Swamp Road had trees down which the Highway has cut up. Bear Swamp had wires down also and WMECO has repaired the lines.

Tom Poissant, Highway: Grader Bids. On September 24, 2013, Poissant opened the bids along with Lynn Taylor and Ann Dunne. There were two bids listed below.

	SouthWorth Milton Inc.(Caterpillar)	Schmidt Equipment Inc.(John Deere)
Base Bid price:	\$252,761.00	\$286,400.00
Trade Allowance:	\$ 35,000.00	\$20,000.00
Total Final Bid Price:	\$217,761.00	\$266,400.00
Optional Dozer Blade:	\$5,445.00	\$9,550.00
Warranty:	Five Yr. 5000 Hrs. whichever comes first	One Yr.

Board reviews the bids. **MOTION:** Coler makes a motion to authorize and accept the bid as presented from SouthWorth Milton Inc., seconded by Carter. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0(**document 6**)

Poissant informs the Board that the highway crew is working on the fall grading and scraping of the dirt roads. Hill Rd and Baptist Corner Rd have just been resurfaced and will now be needing shoulder work done before winter.

Poissant also informed the Board that he has received a few applicants for the Highway job. The Board told Poissant that when the deadline date arrives he should start right in with the interviews. And when they are complete Poissant will bring his recommendation to the Board.

Poissant has presented Chief Droney with an estimate on the repairs that need to be done before winter on Watson Spruce Corner Rd. The cost of the repairs to the road will be \$5,070.00 . Chief Droney informs the Board that he will be filing a complaint at district Court tomorrow 10/8/13 the individual will be charged with malicious destruction of property, which is a felony. The individual will have to appear in court with in a few of weeks. Leukhardt questions why the intersection in that area is so large it is explained that there used to be an island in the middle of that intersection, however that was taken out in order to make plowing easier, and also make it easier for the milk truck, grain truck, log truck that traveled those roads on a daily basis.

Ted Murray, Finance Committee: Lift inspections, Town Audit, Regionalization issues: Murray has a discussion with the Board regarding the lifts at the Church, Town Hall, and Library. At this time the lifts in the Town Buildings need to be inspected every year by law, however Murray feels that lifts that get minimal use like Ashfields should maybe be extended to every five years. There was discussion about perhaps entering into a contract with FRCOG in May of 2014 for inspections of the lifts. Murray would also like the Board sign a letter to the Legislators that he has drafted pertaining to lift inspections and the length of time between inspections.

**MOTION:** Coler makes a motion to authorize sending the letter relating to the lift inspections as presented by Ted Murray, seconded by Leukhardt. **VOTE:** 3-0-0(**document 7**)

Audit (management letter) Murray reviews and discusses with the Board the Management Letter pertaining to the Audit done by Scanlon Assoc. (**document 8**) also there was a discussion in regards to preparing a Financial Policies and Procedures Manual for the Town. Everyone agrees that this is definitely something to look into having for the Town. Murray expresses his opinion about hiring a new firm for the Audit and having the Audit performed every other year.

Murray and Fitz-Gibbon attended a regionalization Conference in Worcester on September 16, 2013 Murray gives the Board an overview of the conference and some of the highlights he found interesting and worthy of future discussion. 1. Animal Control regionalization, central dog pound in Turners MA. 2. Sheriff's office providing training for Reserve Officers. 3. Federal monies will be going out first to the Communities involved in Regionalization.4. Regionalization of Police Departments.

Nan Pariti, Elmer's Store: Fall Festival beer garden. Robert Taft is present to inform the Board of Elmer's plans to have again this year at Fall Festival its beer garden. It will be set up behind Elmer's enclosed, all patrons will have to enter and exit through the front door. They intended to sell only beer and wine.

Corporal Wilder wanted the Board to be aware that Ashfield does not have an open container law at this time.

**OLD BUSINESS:**

FY 14 FRCOG Accounting Services Contract(sign)Coler has compared the 2012 contract changes from Kopelman & Paige and the current Contract to be signed by the FRCOG he feels very comfortable signing the contract as presented. Carter also has no issues signing the contract as presented. Leukhardt would like the contract reviewed again by Kopelman & Paige. **MOTION:** Carter makes a motion to sign the FRCOG Accounting contract as presented, seconded by Coler. **VOTE:** Carter-aye, Coler-aye, Leukhardt-Nay. Passes 2-1-0(**document 9**)

Sign letters to Firefighters that participated in MIIA driver training. The Board signs the letters and Taylor will mail the letters out on 10/8/2013.(**documents 10**)

Status of Various grants being pursued, Ron Coler report: (document 11) Coler distributes a copy of his memorandum pertaining to grants being pursued and reviews it with the Board. Disaster Recovery Funding( grant offered through MA Dept. of Housing &Community Development)Relating to Smith Branch Road Reconstruction it appears the Town has made the cut but now has to submit a more detailed application the FCRHDA will be working directly with Tom Poissant(Highway Superintendent) to finish the application.

FEMA's 2013 Pre-Disaster Mitigation and Flood Mitigation Grant Programs: Coler pursued this grant as it might offer funding relative to the easement strip around the dam, However he was informed that this would be a rehab project and would not qualify for funding. Coler has some better ideas how to persue this grant next year.

**NEW BUSINESS:**

Open Sealed bids for unused Town owned equipment Accept or not Accept:

Lynn Taylor Fuji Mountain bike \$20.01

Laura Blakesley large projector screen \$5.00

Lynn Taylor Pro Flex Mountain bike \$20.01

Mary Fitz-Gibbon paper shredder \$5.00

Ben Hay 85 Chevy 1 Ton \$1115.67

Luke Pantermehl 85 Chevy 1 Ton \$ 1025.00

Chief Pat Droney \$15.00 for each Mountain bike

**MOTION:**Carter makes a motion to accept the bid of \$1,115.67 from Ben Hay for the 85 Chevy 1 Ton, seconded by Leukhardt. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0

**MOTION:** Carter makes a motion to accept the two bids of \$20.01 each from Lynn Taylor for the two mountain bikes, seconded by Coler. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0

**MOTION:** Carter makes a motion to accept the bid of \$5.00 from Laura Blakesley for the large projector screen, seconded by Coler. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0

**MOTION:** Carter makes a motion to accept the bid of \$5.00 from Mary Fitz-Gibbon for the paper shredder , seconded by Coler. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0

**MOTION:** Carter makes a motion to contact Mike Scalski and have him take the leftover auction items that were not bid on for his tag sale on Fall Festival weekend if he picks up and dispose of them, seconded by Coler. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0

Ashfield's Community Development Block Grant Housing and Rehabilitation Revolving Loan Fund Report(document 12)Board reviews and discusses the report.

Liaison Reports:

Coler hands out a packet from Tighe & Bond pertaining to the retention wall at the Old Sanderson fields. Coler advises the Board he is still waiting on legal counsel for and estimate associated with the project.(document 13) Coler also informs the Board that the easement with the Nolan's will need to be a warrant article.

Leukhardt advised the Board that Bryan Mollison Captain of Ashfield Fire department will be retiring after 30 Years of service for the Town of Ashfield.

MAIL:

A letter from WMECO pertaining to WMECO moving out of Greenfield (document14)

Documentation pertaining to MIIA credit reimbursements. (document 15)

Fitz-Gibbon brings a copy of the letter that was sent to the AG's Office and Secretary of State on August 1, 2013 as requested by Leukhardt. (document 16)

Next Select Board meeting will be October 21, 2013 @7:00 PM

**MOTION:** Carter makes a motion to adjourn the meeting, seconded by Coler. **VOTE:** Carter-aye, Coler-aye, Leukhardt-aye. Passes 3-0-0

Meeting adjourned at 10:23 PM

#### Document List

1. Payroll Warrant WP14-08 dated October 9, 2013
2. Vendor Warrant W14-08 dated October 9, 2013
3. Select Board draft Minutes of September 30, 2013
4. Select Board Executive Session draft Minutes of September 30, 2013.
5. Chief Droney, APD: MIIA Risk Management Grant Application
6. SouthWorth Milton Inc. bid contract for the grader

7. *letter relating to the lift inspections as presented by Ted Murray*
8. *Management Letter pertaining to the Audit*
9. *FY 14 FRCOG Accounting Services Contract*
10. *Copies of the letters sent to Ashfield Firefighters pertaining to MIIA driver training*
11. *Status of Various grants being pursued, Ron Coler report*
12. *Ashfield's Community Development Block Grant Housing and Rehabilitation Revolving Loan Fund Report*
13. *packet from Tighe & Bond pertaining to the retention wall at the Old Sanderson fields*
14. *A letter from WMECO pertaining to WMECO moving out of Greenfield*
15. *Documentation pertaining to MIIA credit reimbursements*
16. *copy of the letter that was sent to the AG's Office and Secretary of State on August 1, 2013 as requested by Leukhardt*
17. *SB Agenda of October 7, 2013 used in the meeting*
18. *Amended minutes of 10/07/2013.*

*Note: These minutes were discussed, amended, and approved at the Select Board meeting dated 10/21/2013 and filed in the folder of the actual date of the said minutes.*