**Town of Petersham Massachusetts**

**SELECTBOARD MINUTES**

**Regular Meeting-Town Offices**

**April 29, 2013 Monday**

**5:00 p.m.**

**Present**: Rick Marsh, Tim Clark, Peter George **Absent**: None. Bette Davis-Barre Gazette, Kate Fulton AND-7:00pm late arrival, Administrative Coordinator Steven C. Boudreau, Nancy Allen, Deb Bachrach, Allen Bachrach, Roy Nilson, Chuck Berube **AFC**-Bob Bellefeuille, Dave Davis, Gilbert St. George Sorel, Fred Cotton, Vincent Giambrocco, Tim Graves.

1. **Call to order**

Chairman Rick Marsh called the meeting to order at 5:00 p.m. He announced the meeting was being taped and that there was a 6:00pm executive session schedule which he would recues himself from.

1. **Approval of Minutes**

On a motion made by Tim Clark seconded by Peter George it was voted unanimously to review the regular session minutes of April 22, 2013. On a motion made by Peter George seconded by Tim Clark it was voted unanimously to accept as written the regular session minutes of April 22, 2013.

1. **Meetings 5:15PM**

**RE: Meeting with Vincent Giambrocco – IEG Asbestos Removal & Demolition of Nichewaug Inn**

The Selectboard met in person with Fred Cotton and Vincent Giambrocco of International Engineering Group and retired Ware, MA DPW Supt Gilbert Saint George-Sorel to discuss the asbestos removal and demolition of the Nichewaug Inn. Mr. Giambrocco was asked to put himself in the Selectboard’s shoes and discuss what steps would need to be taken to have the asbestos removed and the Nichewaug Inn demolished within the requirements of the state and federal laws and regulations. Discussion ensued. Mr. Giambrocco reviewed from his view the steps the town would have to take. Bottom line of the discussion was that the town would have to engage the services of a professional industrial hygienist to start the project and carry it through to the end of the project. The Selectboard took the presentation and advice of Mr. Giambrocco under advisement.

1. **New Business**

**RE: Approval of Bills Payable and Payroll Warrants**

The Selectboard provided signatures for the payroll and bills payable warrants as requested by the accountant.

**RE: Discussion of Town Wide New Email Program**

The Selectboard discussed possibly establishing a town wide news program email service to alert the public to town events, town news and town announcements. Glenn Goodvale town webmaster suggested www.sendblaster.com free software be used through town website sign up. Resident Roy Nilson stated he supported an email news services for better informing and getting residents more involved in Petersham local government. Chairman Marsh supported the idea of collecting emails and establishing a master group send list to be distributed through the Verizon email system. Discussion ensued. On a motion made by Peter George, seconded by Tim Clark it was voted 2 AYE-George, Clark, and 1 NAY-Marsh to support and implement the sendblaster email program through the town website.

**RE: Discussion FRTA Representative Vacancy**

The Selectboard noted the vacancy in the Franklin Regional Transit Authority with the recent death of Petersham FRTA Representative Charlotte Kennan and requested the Administrative Coordinator advertise the vacancy for a possible replacement.

**RE: Discussion Setting May 2013-September 2013 Selectboard Meeting Dates**

No Selectboard action was taken. The matter will be taken up at the next Selectboard meeting on May 6, 2013.

1. **Correspondence**

The Selectboard reviewed the following pieces of correspondence: 4/29/2013 Agenda, Email Notifying Tim Graves of Executive Session under reason 5, Report of Tim Graves RE: Highway Department Events of April 11, 2013, Accounting Expenditure Report #22, Letter to Deb Bachrach RE: Appointment as Interim Animal Shelter Manager, Email from Mary Patenaud Quarterly Savings Report Electric Purchase, IEG Qualifications Report, Misc Information on asbestos removal requirements, FRTA Notice of Meeting, Email from Roy Nilson RE: Notification of Meetings, Email from S. Boudreau to Glenn Goodvale RE: New website program, copy Massachusetts Shared Services Manual.

1. **Other Business**

**RE: Various Business Certificates Approval**

No business certificates acted upon.

**Annual Review for Selectboard Dept Heads & Direct Reports:** Chairman Marsh asked the Selectboard to consider scheduling annual performance evaluations for Selectboard department heads and direct reports. On a motion made by Tim Clark, seconded by Peter George it was voted unanimously that the Selectboard begin annual evaluations of department heads and direct reports.

1. **Executive Session-6:00PM To investigate charges of criminal misconduct or to consider the filing of criminal complaints.** Chairman Marsh recused himself and left the meeting at 6:10PM. At 6:15pm on a motion made Tim Clark, seconded by Peter George, it was voted unanimously by roll call vote to enter into executive session under reason number 5 to investigate charges of criminal misconduct or to consider the filing of criminal complaints and then to re enter regular session only to adjourn the meeting. Roll call vote: AYE-Clark, George, NAY- None, Abstain-Marsh.
2. **Next Meeting**

The next meeting of the Selectboard will be Monday May 6, 2013 at 7pm at Town Offices and Monday May 13, 2013 5pm at Town Offices.

1. **Adjournment**

There being no further business, Peter George moved to adjourn. Tim Clark seconded the motion and it was voted unanimously to approve. The meeting adjourned at 6:46PM.

Respectfully submitted,

**Peter George, Clerk**

**Meeting Documents:** 4/29/2013 Agenda, Email Notifying Tim Graves of Executive Session under reason 5, Report of Tim Graves RE: Highway Department Events of April 11, 2013, Accounting Expenditure Report #22, Letter to Deb Bachrach RE: Appointment as Interim Animal Shelter Manager, Email from Mary Patenaud Quarterly Savings Report Electric Purchase, IEG Qualifications Report, Misc Information on asbestos removal requirements, FRTA Notice of Meeting, Email from Roy Nilson RE: Notification of Meetings, Email from S. Boudreau to Glenn Goodvale RE: New website program, copy Massachusetts Shared Services Manual.