**Town of Petersham Massachusetts**

**SELECTBOARD MINUTES**

**Regular Meeting-Town Hall Lower Level**

**1 South Main Street**

**Tuesday May 23, 2017 6:00PM**

**Present**: Nancy Allen, Rick Marsh, and Henry Woolsey **Absent:** None.

**Other Organizations/Representatives present:** Steven C. Boudreau-Administrative Coordinator, Ashley Arsenault-Athol Daily News Reporter, Ross France- AFC, Mark Bishop-AFC, Paul Youd-AFC, and Bart Wendell- Moderator, Eleanor Downer-Barre Gazette, Roy Nilson-Petersham Common.

**Others present**: None.

1. **6:00PM Call to order.**

ChairNancy Allen called the meeting to order at 6:00PM at Town Hall lower level and stated the meeting was being recorded.

2. **Minutes: Review/Approval of previous meeting Minutes of May 5, 2017 and May 17, 2017**

Rick Marsh moved, seconded by Nancy Allen to open the minutes of May 17, 2017 for review.

Rick Marsh moved, seconded by Nancy Allen and voted to approve the Minutes of May 17, 2017 as presented. Henry Woolsey abstained from the vote.

Rick Marsh moved, seconded by Henry Woolsey to open for review the minutes of May 5, 2017. The minutes of May 5, 2017 were placed on hold until the next meeting due to extensive pending edits to the minutes by the Selectboard members.

3. **Meetings: Joint Public Information Meeting for FY2018 Budget and June 5th Town Meeting Articles review with Selectboard, Advisory Finance Committee, Moderator.**

At 6:05PM Nancy Allen called to order the Public Information Session on the FY2018 Budget.

In attendance were Selectboard Members: Nancy Allen, Henry Woolsey and Rick Marsh, AFC Members: Ross France, Paul Youd, Mark Bishop, Moderator Bart Wendell, AC Boudreau and members of the Press: Ashley Arsenault, Roy Nilson, and Eleanor Downer. No members of the public were present.

Ross France offered the following: The FY2018 budget is set at $3,954, 479.00 reflecting a small increase of 1.3%. He noted the Petersham Center School FY2018 budget was up 11.1 % for FY2018 at a total of $1,452,046.00. He noted a change in the Building Inspector account budget lines with new contracted services charges due to the regional services agreement pending with Hardwick, New Braintree and Barre. The regional Building Inspector agreement is expected to increase hours of service to Petersham and reduce overall cost of the inspection services in FY2018. Ross noted that the requested town meeting deposit to the Stabilization fund of $122,511.00 will reach the AFC goal of maintaining an 8% balance in the fund relative to the town budget. Ross noted the estimated tax rate for FY18 would be $16.41 up from the FY17 rate of $16.19. In response to a question from Roy Nilson, Nancy Allen and Ross France noted that the AFC and Selectboard took an overall fiscally conservative approach to developing the FY2018 Budget they both felt was in best interest of the tax payers in Petersham. There being no further questions of comments on the FY2018 Budget, Nancy Allen closed the public information session at 6:35PM.

**4. New Business:**

**RE: Discussion review with Advisory Finance Committee of Town Meeting articles, motions, budget as needed.**

Chair Nancy Allen led the STM & ATM warrant review with the proposed draft motions with the Selectboard and AFC Members and Moderator. Minor suggested edits to the draft motions for incorporation into the final motions for distribution by email to the perspective motion makers by AC Boudreau by the end of the week.

**RE: Discussion vote to confirm Fiscal Year 2018 Medex 2 retiree insurance program.**

On a motion made by Rick Marsh, seconded Henry Woolsey it was voted unanimously to ratify and confirm the vote of the Selectboard on May 17, 2017 to approve and accept the change from Medex 3 to Medex 2 for Petersham retirees effective August 1, 2017.

**RE: Discussion vote to approve Fiscal Year 2018 Police & Fire injury on duty insurance renewal.**

On a motion made by Henry Woolsey, seconded by Rick Marsh it was voted unanimously to approve the Police Fire IOD FY2018 Policy with the requested Police coverage updates requested by Police Chief Cooley.

**RE: Discussion vote to approve Fiscal Year 2018 bulk propane bid.**

AC Boudreau updated the Selectboard on the FY18 propane procurement process now underway. He noted that all propane proposals are due May 25, 2015. He noted that one bid had been received to date after an email solicitation to six area propane vendors. He noted that he will bring a request for approval to the Selectboard soon.

**RE: Discussion review regional building inspection services inter-municipal agreement.**

Nancy Allen briefed the Selectboard on the 5/23/2017 draft 4 of the agreement received today from Brianna Skowyra. She noted that it appeared that all the requested Petersham edits had been made to the agreement and the agreement was reviewed by Barre Town Counsel James Baird. Nancy noted she believed the agreement was ready to be signed by all towns within the next few weeks. Nancy suggested the final agreement be reviewed by Petersham Town Counsel David Doneski. Rick Marsh moved, seconded by Henry Woolsey and voted unanimously to authorize Chair Nancy Allen to request town counsel Doneski review the regional building inspector agreement and request that Hardwick, Barre and New Braintree split the legal review costs with Petersham.

**RE: Discussion Chapter 90 Approval Various Requests from PHD Supt Greg Waid**

The Selectboard received Chapter 90 Reimbursement Requests for Nelson Road guard rail at $3,637.50, a used roller compactor equipment purchase at $30,000.00, East Street guard rail at $7,737.25, and a Glen Valley Road Project Close Out Report filing at $184,742.00 from PHD Supt Greg Waid. On a motion made by Rick Marsh, seconded by Henry Woolsey , it was voted unanimously to approve and sign all submitted Chapter 90 reimbursement Requests and the Glen Valley Road Bridge Close out report filing as submitted by Greg Waid.

**5. Correspondence Review**

Nancy Allen summarized aloud the correspondence folder items.

**Verizon Notice RE: Email Update**: Nancy Allen suggested that a follow up notice be sent by the Selectboard to all departments employees appointed and elected town officials notify them of the Verizon email update requirement referenced in a Verizon notice received May 19, 2017 by the Selectboard.

**6. Questions from Public and Press-**None were presented.

**7. Next Meetings**

The next Selectboard meeting was confirmed for Monday June 5, 2017 6:45PM at Petersham Center School Library.

**8. Adjournment.**

Rick Marsh motioned for adjournment, seconded Henry Woolsey, and it was voted unanimously to approve the motion to adjourn at 8:15PM.

**Respectfully submitted,**

**Rick Marsh, Clerk**

**Meeting Documents:** The following documents were provided and or reviewed by Selectboard members during the meeting and were located in individual meeting folders and or Selectboard Correspondence Folder located on meeting table:

Copy of Selectboard 5-23-2017 Agenda

Copies of various Chapter 90 Reimbursement Requests and Glen Valley Road Bridget Close Out Report Filing

Report received 5/23/2017

Copy of Verizon Email Update notice received 5/19/2017

Copy of draft FY2018 Budget received 5/23/2017 for Public information session

Copy of MassDOT Bridge Inspection Report Glen Valley Road & East Street Brown Pond received 5/18/2017

Copy of email to MIIA HCT T. Fafard & M. Smiglian RE: Medex2 Change Over signed form dated 5/17/2017

Copy of letter to Petersham Medex Retirees RE: Change over & news rates notice dated 5/22/2017

Copy of RC Mahar letter to Town Treasurer RE: FY2017 Fianl approved RC Mahar FY17 Budget received 5/22/2017

Copy of Property & Casualty Insurance Policy effective 3/15/2017 – 3/15/2018 Per Lloyds of London received 5/22/2017

Copy of PCS and RC Mahar FY2018 Budget Executive Summary Flyer received 5/22/2017

Copy of invitation to Memorial Day Interfaith Ceremony received 5/22/2017

Copy of Greater Worcester Community Foundation Annual report received 5/19/2017

Copy of 5/19/2017 Town Accountant Expenditure report received 5/22/2017

Copy of draft 4 dated 5/23/2017 email from B. Skowyra Regional Building Inspectors Agreement

Copy of FY2018 Cabot Risk Police & Fire IOD Insurance Policy Proposal & cover email to Police & Fire Chiefs dated 5/16/2017

Copy of STM & ATM Warrants with motions dated 5/23/207