**Town of Petersham Massachusetts**

**SELECTBOARD MINUTES**

**Regular Meeting-Town Hall Lower Level**

**April 22, 2014 Monday 7:00pm**

**Present**: Nancy Allen, Rick Marsh, Peter George **Absent:** None.

Steven C. Boudreau- Administrative Coordinator, Others present: Jared Robinson ADN, **AFC Members:** Ross France, Clarisse Hart, James Regan, Bob Bellefeuille, Christine Durgin, Others present: Bart Wendell, Tim Graves, Roy Nilson, Dana Cooley, Dana Robinson, Bob Legare, Maureen Pacella-Eastern Bank, Bob Clark, Cynthia Henshaw, Tyson Neukirch, William Parcell, Tammy Lajoie, Steven Sharek, Ed Simms.

1. **Call to order**

 Chairman Peter George called the meeting to order at 7:00 pm. He announced the meeting was being

 recorded.

1. **Approval of Minutes**

 On a motion made by Nancy Allen, seconded by Rick Marsh it was voted unanimously to open the

 minutes of 4/7/2014 for review. On a motion made by Nancy Allen, seconded by Rick Marsh it was voted

 unanimously to accept the regular session minutes of 4/7/2014 as corrected.

1. **Meetings–Joint FY2015 Budget Review Meetings with AFC 7:00PM – 9:00PM**

 **Meeting with Superintendent/Director Sharek and Staff RE: Monty Tech RSD FY2015 Budget 7:00PM**

Selectboard and AFC Members met with Monty Tech RSD Supt Director Steven Sharek and School Business Manager Tammy Lajoie and Monty Tech Petersham Rep Ed Simms to hear a presentation of the FY2015 Monty Tech RSD Budget. Supt Director Sharek and Manager Lajoie presented the budget. The FY2015 Monty Tech RSD voted assessment for Petersham is $56,509.00 which is a lower amount than last year’s FY2014 Assessment. The Selectboard and AFC members thanked the Monty Tech RSD Representatives for coming and took the FY2015 Monty Tech RSD budget under advisement.

 **Meeting with Animal Control Officer Andrew Ohlson-FY2015 ACO Budget 7:30PM**

The meeting with the ACO Andrew Olson was cancelled. No action was taken on the FY2015 ACO Budget by AFC or Selectboard.

 **Meeting with Treasurer Dana Robinson & Town Financial Advisor Maureen Pacella of Eastern Bank RE: Discussion of Financial Options for the Nichewaug Inn Demolition/Hazard Abatement Project 7:45PM**

Town Treasurer Dana Robinson and Financial Advisor Maureen Pacella from Eastern Bank reviewed the possible financial options available to the town if it were to finance and borrow $1,320,000.00 over a 20 year period of time to abate the asbestos hazard and demolish the Nichewaug Inn. They also reviewed the town’s recent upgrade in bond ratings report. When the final project costs are determined by competitive bids a financial strategy would be adopted by the town to finance the project at the best possible terms and the lowest possible costs with a combination of borrowing for short terms with a state house note program at amounts that could be renewed. An undated table with tax implications for property owners was presented to the Selectboard and AFC for their information and review. Dana Robinson and Maureen Pacella were thanked by the Selectboard and AFC and the matter was taken under advisement.

 **Meeting with Building Commissioner, Assistant Emergency Management Director, Police Chief and Fire Chief RE: Discussion of Status of Nichewaug Inn Vacant Building & Hazards 7:45PM**

Assistant Building Inspector/Assistant Fire Chief Bob Legare, Assistant EMD and Police Chief Dana Cooley and Fire Chief Dana Robinson reviewed the hazards that were associated with the vacant Nichewaug Inn Building with the Selectboard and AFC Members. A recent tabletop exercise held last year was noted which covered a possible fire event at the Inn. A map showing a 5 mile hazardous materials contamination area was reviewed. Fire Chief Robinson noted that due to water supply issues he would be only able to possibly protect the surrounding area buildings and property if a fire started in the Inn. All in attendance agreed a fire event at the Inn would be an extreme disaster to the town center and surrounding areas in terms of the cleanup costs and lawsuit exposure to the town could be in the millions of dollars. All agreed it is very important to the town to get the Inn cleaned up of asbestos and demolished as soon as possible.

**RE: Discussion of ATM & STM Draft Warrant Reviews as of 4/22/2014 with Advisory Finance Committee Members**

The Selectboard and AFC reviewed the draft STM & ATM Warrants as of 4/15/2014 by AC Boudreau. It was noted that due to technical failure only ½ of the articles for the ATM warrant were printed out in the ATM draft. AC Boudreau apologized for the printing failure and read through his complete STM & ATM drafts. A more complete draft of the ATM & STM warrants will be send to the Selectboard and AFC Members tomorrow by email. It was noted that the signing of the ATM and STM warrants were scheduled for week of May 5, 2014 for posting on May 12, 2014. Selectboard Member Allen stated that they may need until May 19, 2014 (the last day for STM warrant posting). The Selectboard and AFC and Moderator may have to meet another date to finalize and sign the STM & ATM Warrants. Moderator Bart Wendell was present and noted that the Selectboard needs to set the order of the articles and asked that the only zoning amendment article might be move up in the order to accommodate a robust town meeting attendance and debate the night of the town meeting.

1. **New Business**

 **RE: Signatures for Payroll and Bills Payable Warrants New Business**

Selectboard Members reviewed the warrants and bills payable and affixed their signature as requested by the Town Accountant.

 **RE: Discussion Approval of Expedited Roll Off Container Purchase for Transfer Station**

The Selectboard considered a bid from Monadnock Disposal Services and the Mass State Bid Contract and Wastequip Company for 2 new roll off recycling containers that would replace the two roll off recycling containers now owned by the town that were falling apart and in need of imminent replacement. On a motion made by Nancy Allen, second by Rick Marsh it was voted unanimously to approve the Monadnock bid for two new roll off recycling containers painted green with no baffles with a trade in and removal of 3 used existing roll off recycling containers for a total price of $13,330.00 with funds to be taken from the FY2014 Transfer Station Account.

 **RE: Discussion Purchase of Wheel Stops for Town Office Parking Lot**

On a motion made by Nancy Allen, second by Rick Marsh it was voted unanimously to approve the purchase of 6 gray wheelstops for the town office town hall parking lots at $35.88 each.

 **RE: Discussion Athol Orange Elks Ad Request to Petersham Selectboard**

The Selectboard took no action on the request to purchase a congratulatory advertisement in the

 Mahar RSD Graduation Booklet published by the Athol Orange Elks.

 **RE: Discussion Non Union Employee Petition for Raise in FY2015**

The Selectboard and the AFC decided to wait on a final decision on the request for a 3% pay raise

 for non- union employees as requested in a signed petition.

 **RE: Discussion of Approval of New Tree Warden Salary Expenses for Work through June 30, 2014**

On a motion made by Nancy Allen, seconded by Rick Marsh it was voted to hold on any action and revisit the invoice for hours worked and projected hours worked submitted by Tree Warden Melissa LeVangie.

 **RE: Discussion and Approval of King CR Request from ConCom Chair Bob Clark**

Selectboard Members met with Bob Clark of the Conservation Commission and Cynthia Henshaw of the EQLT to discuss the King Conservation Restriction Document reviewed by Town Counsel. Ms. Henshaw and Mr. Clark stated that were under a state deadline to get the document signed and submitted. On a motion made by Nancy Allen, seconded by Rick Marsh it was voted unanimously to approve and sign the King CR as prepared. Ms. Henshaw notarized the document. On a motion made by Rick Marsh, seconded by Nancy Allen, it was voted unanimously to sign the grant letter from East Quabbin Land Trust dated 4/22/2014 RE: Gil & Linda King Conservation Restriction Acquisition Initiative. On a related matter, Bob Clark requested the Selectboard vote to authorize the Chairman to sign a letter endorsing the revised Open Space and Recreation Plan to be reviewed by the Selectboard. On a motion made by Nancy Allen, seconded by Rick Marsh it was voted unanimously to authorize the Chairman to sign a letter endorsing the revised Open Space and Recreation Plan for the Selectboard pending further review by the Selectboard. The endorsement letter is to be drafted by the Conservation Commission and Open Space Committee.

 **RE: Discussion and Ratification Approval Vote of Pot Hole Funding Contract from MassDOT**

On a motion made by Nancy Allen, seconded by Rick Marsh, it was voted unanimously to authorize the Chairman to sign the Pot Hole Fund Standard Contract Form with MassDOT in the amount of $38,407.00.

 **RE: Discussion Sign Request Orthodox Congregational Church for 7/12/2014 Event**

On a motion made by Nancy Allen, seconded by Rick Marsh it was voted to allow the setting of up to six 6 signs for the Orthodox Congregational Church for their event on July 12, 2014.

 **RE: Discussion Energy Committee Resignation & Plumbing Inspector Certification Lapse 5/1/2014**

On a motion made by Rick Marsh, seconded by Nancy Allen, it was voted unanimously to accept with regret the resignation of Elizabeth Davis from the Energy Committee effective immediately. The Selectboard made note of the pending lapse of the plumbing inspector’s state license May 1, 2014. The Selectboard requested that Building Inspector Brianna Skowyra make a recommendation on a replacement plumbing inspector to the Selectboard as soon as possible.

 **RE: Discussion Reserve Fund Transfer Request Highway Department**

The Selectboard and AFC reviewed the request for a RFTR from the Highway Supt Tim Graves. It was decided that Tim Graves should use the General Highway Account to fund ongoing highway expenses until the end of fiscal year 2014. The Selectboard and the AFC also stated they thought that the depleted salt stockpile should be replenished in the salt shed at highway as soon as possible. No Selectboard or AFC action was taken on the RFTR from the Highway Department Supt.

 **RE: Discussion Appointment to Council on Aging TTE 6/30/2017**

On a motion made by Rick Marsh, seconded by Nancy Allen, it was voted to appoint Delores Weirman of 38 Old Hardwick Road to the COA Board term to expire 6/30/2017.

1. **Correspondence Review-**The Selectboard Members reviewed the following pieces of correspondence/meeting items located in the central file: Selectboard Agenda 4/22/2014, MIIA Notice $2.5 Million Credits Awards, MIIA Property & Casualty Credit Memo $158.00, Letter from UMass RE: Anti Choking Training Attendees, Mass Interchange Booklet, Second Street Iron & Metal Co. Flyer, Letter from Monty Tech RSD RE: Revised FY2015 Budget Assessment, Letter from Mahar RSD RE: June 2014 Graduation Invitation to Selectboard, Letter from Conservation Commission RE: Solicitation for Funding to Public, Letter to Mass DASR RE: Nomination of Assistant Animal Inspector, Report on Municibid Auction Results 2013/2014, Athol ZBA Notice, Copy of the Gowrie Risk Report, Copy of EQLT Grant Letter to Town Amount $240,000.00., Copy of Wheel stops Flyer, Copy of Mark Ellis Letter RE: Request to Fund Mahar RSD Graduation Booklet Ad, Copy of Non Union Employee 3% Pay Raise in FY2015 Request, Copy of Tree Warden Invoice for Hours Worked January 2014- April 7, 2014 and Projected Hours to be worked end of June 2014, Copy of Citizen Petition Article W. Purple, Copy of MassDOT Pot Hole Funding Contract, Copy of Congregational Church Sign Request from Janice Olson, Email Resignation from Energy Committee Member Elizabeth Davis, Letter From Building Inspector RE: Lapse of Plumbing Inspector License May 1, 2014, Letter from COA J. Olson RE: Appointment Request of Delores Weirman 38 Old Hardwick Road to COA Board, Copy of FY2015 ACO Budget, Copy of Standard & Poors Rating Direct Report-Town of Petersham, Copy of Revised Nichewaug Inn Project Borrowing Cist Impacts Report-M. Pacella Eastern Bank dated 4/22/2014, Copy of Email from Monadnock Disposal RE: 30 Yard Recycling Roll OFF Container proposals, Draft ATM & STM Warrants as of 4/15/2014.

1. **Other Business-Business Certificates-None**

Nancy Allen noted the recent passing of Jan Bedau a former chair of the Cemetery Commission.

Nancy Allen requested the right to request a Selectboard meeting before May 12, 2014.

1. **Executive Session-None.**
2. **Next Meetings**

 The next meeting of the Selectboard will be Monday May 12, 2014 7:00PM Town Offices & Monday

 May 19, 2014 7:00PM Town Offices and at the call of the Chairman as needed.

1. **Adjournment**

 There being no further business, Nancy Allen moved to adjourn. Rick Marsh seconded the motion and it

 was voted unanimously to adjourn. The Selectboard meeting adjourned at 9:57PM.

 **Respectfully submitted**,

 **Rick Marsh, Clerk**

 **Meeting Documents:** Selectboard Agenda 4/22/2014, MIIA Notice $2.5 Million Credits Awards, MIIA Property & Casualty Credit Memo $158.00, Letter from UMass RE: Anti Choking Training Attendees, Mass Interchange Booklet, Second Street Iron & Metal Co. Flyer, Letter from Monty Tech RSD RE: Revised FY2015 Budget Assessment, Letter from Mahar RSD RE: June 2014 Graduation Invitation to Selectboard, Letter from Conservation Commission RE: Solicitation for Funding to Public, Letter to Mass DASR RE: Nomination of Assistant Animal Inspector, Report on Municibid Auction Results 2013/2014, Athol ZBA Notice, Copy of the Gowrie Risk Report, Copy of EQLT Grant Letter to Town Amount $240,000.00., Copy of Wheel stops Flyer, Copy of Mark Ellis Letter RE: Request to Fund Mahar RSD Graduation Booklet Ad, Copy of Non Union Employee 3% Pay Raise in FY2015 Request, Copy of Tree Warden Invoice for Hours Worked January 2014- April 7, 2014 and Projected Hours to be worked end of June 2014, Copy of Citizen Petition Article W. Purple, Copy of MassDOT Pot Hole Funding Contract, Copy of Congregational Church Sign Request from Janice Olson, Email Resignation from Energy Committee Member Elizabeth Davis, Letter From Building Inspector RE: Lapse of Plumbing Inspector License May 1, 2014, Letter from COA J. Olson RE: Appointment Request of Delores Weirman 38 Old Hardwick Road to COA Board, Copy of FY2015 ACO Budget, Copy of Standard & Poors Rating Direct Report-Town of Petersham, Copy of Revised Nichewaug Inn Project Borrowing Cist Impacts Report-M. Pacella Eastern Bank dated 4/22/2014, Copy of Email from Monadnock Disposal RE: 30 Yard Recycling Roll OFF Container proposals, Draft ATM & STM Warrants as of 4/15/2014.