**Town of Petersham Massachusetts**

**SELECTBOARD MINUTES**

**Regular Meeting-Town Hall Lower Level**

**1 South Main Street**

**Tuesday June 13, 2017 6:30PM**

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

**Other Organizations/Representatives present:** Steven C. Boudreau-Administrative Coordinator, Ashley Arsenault-Athol Daily News Reporter, Roy Nilson-Petersham Common.

**Others present**: Garret Knapik.

1. **6:30PM Call to order.**

 ChairNancy Allen called the meeting to order at 6:30PM at Town Hall lower level and stated the meeting was being recorded.

1. **Minutes:** Review/Approval of Minutes of May 23, May 5, June 5, 2017.

 Rick Marsh motioned, seconded by Henry Woolsey to open the Minutes of May 5, 2017 for review. Henry Woolsey motioned, seconded by Rick Marsh and it was voted unanimously to approve the Minutes of May 5, 2017 as amended.

 Rick Marsh motioned, seconded by Henry Woolsey to open the Minutes of June 5, 2017 for review. Henry Woolsey motioned, seconded by Rick Marsh and it was voted unanimously to approve the Minutes of June 5, 2017 as amended.

 Henry Woolsey motioned, seconded by Rick Marsh to open the Minutes of May 23, 2017 for review. Rick Marsh motioned, seconded by Henry Woolsey and it was voted unanimously to approve the Minutes of May 23, 2017 as amended.

 **3. Meetings: None Scheduled.**

 **4. New Business:**

 **RE: Discussion/approval of FY18 property & casualty insurance coverage.**

The Selectboard reviewed a request from MIIA to approve the FY2018 Property & Casualty Insurance coverage’s for Petersham that noted a 5.1% increase in premiums. On a motion made by Henry Woolsey, seconded by Rick Marsh and voted unanimously to approve the FY2018 Property & Casualty Insurance coverage’s for Petersham and authorize the Chair to sign the MIIA insurance renewal forms on behalf of the Selectboard.

 **RE: Discussion/approval of Town Hall painting project contract.**

The Selectboard reviewed a draft contract dated 6/13/2017 with Osgood Painting drafted by Nancy Allen. The Selectboard approved the draft and requested that it be sent to Town Counsel David Doneski for his review and comment with a requested project end date of October 15, 2017 and a start date to be determined.

 **RE: Discussion/approval first phase of FY18 staff, committee appointments.**

The Selectboard considered the annual appointments list as developed by Office Assistant Sherry Berube and Administrative Coordinator Steven Boudreau as Attachment A received June 13, 2017. The Selectboard took the following actions:

 Henry Woolsey motioned, seconded by Rick Marsh, and it was voted unanimously to appoint all those appointees as designated in attachment A received 6/13/2017 to the positions and terms so designated:

 Steven Boudreau ADA Coordinator through John Lawson Capital Improvement Planning Committee.

 On a motion made by Henry Woolsey, seconded by Nancy Allen, it was voted to appoint Rick Marsh to the Capital Improvement Planning Committee with a term to expire 6/30/2018. Vote: 2-AYE (Woolsey, Allen), 0-NAY, 1- ABSTAIN, (Marsh).

 Henry Woolsey motioned, seconded by Rick Marsh, and it was voted unanimously to appoint all those appointees as designated in attachment A received 6/13/2017 to the positions and terms so designated:

 Debra Bachrach Cemetery Commission through Dana Cooley Emergency Management Planning Committee.

 On a motion made by Henry Woolsey, seconded by Nancy Allen, it was voted to appoint Rick Marsh to the Emergency Management Planning Committee with a term to expire 6/30/2018. Vote: 2-AYE (Woolsey, Allen), 0-NAY, 1- ABSTAIN, (Marsh).

 Henry Woolsey motioned, seconded by Rick Marsh, and it was voted unanimously to appoint all those appointees as designated in attachment A received 6/13/2017 to the positions and terms so designated:

 Dana Robinson Emergency Management Planning Committee through Dana Robinson Forest Fire Warden.

 On a motion made by Henry Woolsey, seconded by Nancy Allen, it was voted to appoint Rick Marsh to the Franklin Regional Planning Authority Petersham Representative with a term to expire 6/30/2018. Vote: 2- AYE (Woolsey, Allen), 0-NAY, 1- ABSTAIN, (Marsh).

 Henry Woolsey motioned, seconded by Rick Marsh, and it was voted unanimously to appoint all those appointees as outlined in attachment A received 6/13/2017 to the positions and terms so designated:

 Michael Pluta Assistant Gas & Plumbing Inspector – Alternate through Robert Legare Local Building Inspector.

 On a motion made by Henry Woolsey, seconded by Rick Marsh, it was voted to appoint Nancy Allen to the Montachuset Regional Planning Agency as Petersham Representative and Montachuset Joint Transportation Commission as Petersham Representative with a term to expire 6/30/2018. Vote: 2-AYE (Woolsey, Marsh), 0-NAY, 1- ABSTAIN, (Allen).

 Henry Woolsey motioned, seconded by Rick Marsh, and it was voted unanimously to appoint all those appointees as designated in attachment A received 6/13/2017 to the positions and terms so designated:

 V. Edward Simms- Montachusett Regional School District Petersham Representative through Clinton Shaw Open Space & Recreation Committee.

 On a motion made by Rick Marsh, seconded by Nancy Allen, it was voted to appoint Henry Woolsey to the Open Space & Recreation Committee with a term to expire 6/30/2018. Vote: 2-AYE (Marsh, Allen), 0-NAY, 1- ABSTAIN, (Woolsey).

 Henry Woolsey motioned, seconded by Rick Marsh, and it was voted unanimously to appoint all those appointees as designated in attachment A received 6/13/2017 to the positions and terms so designated:

 Steven Boudreau Personnel Policy Review Committee through Dana Kennan Personnel Policy Review Committee.

 On a motion made by Henry Woolsey, seconded by Nancy Allen, it was voted to appoint Rick Marsh to the Personnel Policy Review Committee with a term to expire 6/30/2018. Vote: 2-AYE (Woolsey, Allen), 0- NAY, 1- ABSTAIN, (Marsh).

 Henry Woolsey motioned, seconded by Rick Marsh, and it was voted unanimously to appoint all those appointees as designated in attachment A received 6/13/2017 to the positions and terms so designated:

 Dana Robinson Personnel Policy Review Committee through Vincent Bill Purple Northeast Quabbin Veterans District Petersham Representative.

 On a motion made by Henry Woolsey, seconded by Rick Marsh, it was voted to appoint Nancy Allen to the Rte 122 Scenic Byway Committee with a term to expire 6/30/2018. Vote: 2-AYE (Woolsey, Marsh), 0-NAY, 1- ABSTAIN, (Allen).

 Henry Woolsey motioned, seconded by Rick Marsh, and it was voted unanimously to appoint all those appointees as designated in attachment A received 6/13/2017 to the positions and terms so designated:

 Ellen Anderson Sexton through Maryanne Reynolds Zoning Board of Appeals.

 **RE: Discussion/acceptance of resignation of member from Capital Planning & Energy Committees.**

On a motion made by Rick Marsh, seconded by Henry Wolsey, it was voted unanimously to accept with regret the resignation of Thomas Cahill from the Petersham Energy Committee.

 On a motion made by Rick Marsh, seconded by Henry Wolsey, it was voted unanimously to accept with regret the resignation of Thomas Cahill from the Capital Improvement Planning Committee.

 **RE: Discussion/approval of food sale license at Brass Band summer concerts.**

On a motion made by Rick Marsh, seconded by Henry Woolsey, it was voted unanimously to approve a special license to sell hot dogs and soda and related food items by the Petersham Brass Band for the June – September 2017 Summer Concerts on the common.

 **RE: Discussion proposed Selectboard meeting schedule July-Sept 2017.**

The Selectboard decided to meet every other week in the summer months.The Selectboard established the following meeting dates for June 2017-September 2017:

 June 27, 2017

 July 11, 2017 & July 25, 2017

 August 8, 2017 & August 22, 2017

 September 12, 2017 & September 26, 2017

 Tuesdays at 6:30PM at Town Hall 1 South Main Street Lower Level and at the call of the chair as required.

 **RE: Discussion 2017 Fourth of July Parade**

The Selectboard considered an outline of the 2017 4th of July Parade/Events from 4th of July Parade Committee Member Rick Marsh. On a motion made by Henry Woolsey, seconded by Nancy Allen it was voted to approve the 4th of July Parade Committee request to hold a 4th of July Parade/Events on the town streets and town properties as requested. Rick Marsh abstained from the vote.

 **5. Correspondence Review**

 Nancy Allen summarized aloud the correspondence folder items.

 Nancy Allen read a letter from Chief Cooley regarding the promotion of Petersham Police Officer Peter Buck to the rank of Detective Sergeant effective July 1, 2017.

 Henry Woolsey made note of an email from David Foss of Wilcox & Barton regarding a pending application for payment from Associated Building Wreckers (ABW) for payment for the Nichewaug Inn asbestos abatement project.

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

**7. Next Meetings**

The next Selectboard meeting was confirmed for Tuesday June 27, 2017 6:30PM at Lower Level Town Hall and at the call of the Chair as needed.

**8. Adjournment.**

Henry Woolsey motioned for adjournment, seconded by Rick Marsh, and it was voted unanimously to approve the motion to adjourn at 8:03PM.

 **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 6-13-17 Agenda

 Copy of letter of resignation T. Cahill from Energy & CIPC Committees received 5/31/2017

 Copy of email from M. Reynolds RE: Request for Reappointment to ZBA received 6/9/2017

 Copy of proposed Selectboard Meeting schedule dated 6/13/2017 for June – September 2017 per N. Allen

 Copy of signed approved MIIA FY2018 P & C Insurance Coverage form received 5/30/2017

 Copy of annual appointments listing Attachment A received 6/13/2017

 Copy of email form MRPC RE: Annual Appointment Request to Joint Transportation Committee received 6/5/2017

 Copy of draft TH Paining Contract w/Osgood Paining received 6/13/2017 per N. Allen

 Copy of 4th of July Parade Committee Request received 6/13/2017

 Copy of signed Special Licenses for Petersham Brass Band Summer Concert Food sale dated 6/13/2017

 Copy letter from PPD Chief Coley RE: Promotion of Peter Buck to Detective Sergeant received 6/5/2017

 Copy of notice from MIIA RE: FY108 P & C Insurance coverage’s pricing summary received 5/25/2017

 Copies of April 2017 & May 2017 ACO Call Loge received 5/30/3017 & 6/5/2017

 Copy of letter to ZBA from J. Flick Esquire RE: Quabbin Retreat Report received 5/24/2017

 Copy of email from C. Bull RE: Broadband Update received 5/31/2017

 Copy of email from Whitewater RE: Town Hall/Offices water testing report for April 2017received 5/24/2017

 Copy of email from D. Foss RE: Nichewaug Inn ABW Application for payment draft received 5/26/2017

 Copy of email from MRPC B. Harris RE: MPO Items received 5/24/2017

 Copy of certified minutes of 2017 STM & ATM received 6/12/2017 from Town Clerk

 Copy of letter from Mass Bay Constable Association RE: Mass House Bill 2252 received 5/24/2017

 Copy of Athol-Orange Elks Lodge Invite to 2017 Flag date received 6/5/3017

 Copies (7) of Senator Gobi Press releases various matter & various dates

 Copy of letter from COM DAR RE: Agricultural Programs Information received 6/5/2017

 Copy of Treasurer Cash Book May 2017 received 6/7/2017

 Copy of letter to Eastern Propane RE: FY2018 Propane award dated 6/7/2017

 Copy of email from S. Boudreau to Town Departments Heads RE: National Grid Utility Pole Agreement dated 6/7/2017