**Town of Petersham Massachusetts**

**SELECTBOARD MINUTES**

**Regular Meeting-Town Hall Lower Level**

**1 South Main Street**

**Monday February 23, 2015 6:30PM**

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

**Other Organizations/Representatives present:** Ross France-AFC, Ashley Arseneau-Athol Daily News,

Steven C. Boudreau-Administrative Coordinator, Tim Graves-PHD, Bob Bellefeuille-AFC, Melissa LeVangie-Tree Warden, Diana Cooley-Town Clerk, Bob Pasic- Board of Health, Renee Perdicaro-RCAP Solution Home Modification Loan Program Manager

**Others present**: Roy Nilson, Henry Woolsey, Stephanie Selden, Thomas Cahill, and Michelle Cahill

1. **Call to order**

 Chairman Peter George called the meeting to order at 6:30PM. He announced the meeting was being

 recorded.

1. **Approval of Minutes**

 **February 11, 2015 Regular Session:** Rick Marsh motioned for review of the minutes of February 11, 2015. Nancy Allen motioned for approval of minutes of February 11, 2015 as amended. The motion was approved unanimously.

 **February 18, 2015 Regular Session:** Nancy Allen motioned for review of the minutes of February 18, 2015. Nancy Allen motioned for approval of the minutes of February 18, 2015 as amended and the motion was approved. 2-AYE (GEORGE, ALLEN), 0-NAY, 1-ABSTAIN (MARSH).

1. **Meetings- 6:30PM –with Renee Perdicaro- RE: Home Modification Loan Program**

 The Selectboard met with Renee Perdicaro-Residential Loan Manager of RCAP Solutions to discuss the details to the state funded Home Modification Loan Program offered to income eligible physically/mentally disabled/challenged residents of Massachusetts by the Massachusetts Executive Office of Health & Human Services Rehabilitation Commission. The low interest/ no interest loan program assists challenged persons with staying in their homes and living independently. She described the program and presented information on who may be eligible and what type of home modification projects would qualified. Peter George was excited about the program and offered to get the word out to Petersham residents. Ms. Perdicaro stated that she would be glad to comeback and present more information on the loan program to Petersham residents in need of home modifications. The Selectboard thanked Ms. Perdicaro for her time and efforts.

 **7:15PM-Joint Meeting with AFC RE: FY2016 Budget Reviews**

 **Board of Health- 7:15PM**

The Selectboard and AFC met with Bob Pasic-Chair of the BOH to discuss the FY2016 BOH Budget submittal. The BOH budget was presented as level funded for FY2016. Discussion ensued regarding the BOH Fee Schedule and the ability of BOH to recover costs accrued to the town for the provision of services by the BOH. Discussion centered on fees that maybe charged to the proposed Heywood Healthcare Quabbin Retreat Facility. Bob Pasic stated the BOH would review the BOH fees schedule to consider increases where applicable. The Selectboard and AFC took the FY2016 BOH Budget submittal under advisement.

 **Tree Warden- 7:30PM**

The Selectboard and AFC met with Melissa LeVangie-Tree Warden to discuss the FY2016 Tree Warden Budget submittal. The Tree Warden FY2016 Budget was presented as level funded. Discussion ensued around the work that would be done in the next few months of FY2015 on trees by the Tree Warden and what would be forecasted for tree work in FY2016. Tree Warden Melissa LeVangie also briefed the Selectboard and the AFC on the status of the Wood Bank Project and stated that over 22 vouchers have been issued to date to town residents for wood from the transfer station wood bank supply site. The Selectboard and AFC took the FY2016 Tree Warden Budget submittal under advisement.

 **Highway- 7:45PM**

The Selectboard and AFC met with Tim Graves PHD Supt to discuss the FY2016 Highway Salaries, Town Barn, General Highways, Snow Removal and Street Lights Departmental Budget submittals. The Highway Budgets were submitted at level funded as requested for the most part except for a request from Tim Graves for the discontinuation of the practice by the town of the used of Chapter 90 Funds for 8 weeks of Highway Salaries funding and the and a small increase in part time assistance spending for the roadway chipper services and an increase in the snow and ice base budget. The Selectboard and AFC took the FY2016 Highway Budget submittals under advisement.

 **Town Clerk- 8:00PM**

The Selectboard and AFC met with Diana Cooley-Town Clerk to discuss the FY2016 Town Clerk, Elections & Registrations and Vital Statistics Budget submittals. The FY2016 Budgets were submitted at near or below level funded as possible as requested. Possible increase use of the town clerk revolving account was also discussed. The Selectboard and AFC took the FY2016 Town Clerk, Elections & Registrations and Vital Statistics Budget submittals under advisement.

 **Selectboard- 8:15PM**

Administrative Coordinator Steven Boudreau briefed the AFC on the 20 areas of the Selectboard Managed budgets for FY2016. All budgets met the level funded request except for the following: Care of the Cemeteries Contact that was rebid and approved at $20,523.000 for FY16, FY17, FY18, Audit Funds at $12,500.00 for FY2016 will not be needed as there were funds for FY2014 and FY2015 available in the budget at present and the former auditor Dan Haynes recommended not doing an audit for FY2013. The MIIA Health Trust Health Insurance rates for Town Employees and Town Retirees would raise an estimated 10% per Lou Paradis of MIIA Healthcare Trust. MIIA Property/Casualty & Worker Compensation & Police/ Fire IOD insurance rates would hold to 0% increase in FY2016 and no more than 2.5% increase in FY2017 if the Selectboard agreed to a MIIA rate proposal that would be pending approval at that next Selectboard meeting. The AFC took the FY2016 Selectboard Managed Budgets submittals presented under advisement.

1. **New Business**

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

Selectboard members affixed their signatures to various warrants and bills payable as requested by the Town Accountant.

 **RE: Discussion Business Certificates-TBD**

No Selectboard action was taken on Business Certificates as none were presented for approval.

 **RE: Discussion Approval One Day Liquor License Application Draft Form**

The Selectboard took the matter under advisement and asked that the matter be placed on the next agenda for consideration by the Selectboard.

 **RE: Discussion Selectboard Meeting March 9, 2015 Request to Cancel**

Selectboard Members Allen and Marsh stated that had no objection to cancelling the scheduled 3/9/2015 Selectboard Meeting. Selectboard Member George abstained from the discussion of canceling the March 9, 2015 Selectboard Meeting. The Selectboard Meeting of March 9, 2015 will be cancelled. The next scheduling meetings of the Selectboard will be Wednesday March 4, 2015 and Monday March 16, 2015.

 **RE: Discussion One Day Liquor License for Petersham Firefighter Associations Dance March 7, 2015**

Nancy Allen motioned approval of the One Day Liquor License for the Petersham Firefighter Association for the March 7, 2015 Dance Event subject to payment of the fee and filing of the liquor liability certificate with the town. The motion was approved unanimously.

 **RE: Discussion Town Hall New Gas Fired Boiler Proposal Using Green Communities Funds**

The Selectboard review the recommendation from the Energy Committee to install a new gas fired boiler system at the town hall. The Energy Committee reported that the Mass Department of Energy Green Communities Team in Boston approved the application and use of Green Communities Funds. It was noted that $18,861.13 in Green Communities Funds will be used for the project. On a motion made by Nancy Allen, it was voted unanimously to approve the Town Hall Gas Boiler system as proposed by KM Salsman Co LLC of Paxton, MA Project # 3196 at a total project price of $19,268.96 and authorize the chairman to sign the Salsman proposal on behalf of the Selectboard. Funding to be $18,861.13 from the Green Communities Grant Funds, with the balance of payments of $1,500.00 to be paid from Town Hall Electrical &Town Hall Maintenance Accounts.

 **RE: Discussion Capital Improvement Planning Committee (CIPC) Request for FY2016 Submissions**

The Selectboard took the FY2016 Capital Request from CIPC under advisement and asked that it be placed on the next agenda for consideration. All Capital requests are due to filed by March 6, 2015 with the CIPC.

 **RE: Discussion of Mathew Christopher Request to Photograph Interior of Nichewaug Inn**

The Selectboard took the request under advisement and asked that it be placed on the next agenda for consideration by the Selectboard.

 **RE: Discussion New Proposed Nichewaug Inn RFP**

The Selectboard took the matter under advisement and asked that it be placed on the next agenda for consideration by the Selectboard.

1. **Correspondence Review-**The Selectboard reviewed the following documents and correspondence

 items in the central correspondence folder on the table:

 Copy of Selectboard 2/23/2015 Agenda

 Copy of Letter from MIIA Prop/Casualty Insurance RE: PHD Damage Claims # M15AP85679 amount $1,486.45

 Copy of Letter to PHD Tim Graves from MassDOT RE: Bridget Inspection Report Glen Valley Bridge 2/9/2015

 Copy of email from R. Nilson RE: Request to investigate Unfunded Local Mandates 2/19/2015

 Copy of Mass Interchange Winter 2014 Newsletter

 Copy of email from L. Paquet RE: New Town Hall Gas Fired Boiler System & related paperwork amount of project approved by Selectboard $19,268.96 dated 2/23/2015

 Copy of email request for One Day Liquor License RE: Petersham FF Association R. Legare for March 7, 2015 Dance Event dated 2/13/2015

 Copy of Email/Information from Renee Perdicaro Home Modification Loan Program COM EOHHS Rehabilitation Commission

 **Correspondence Action Item Follow Up:** Peter George read/summarized the contents of the Correspondence Folder aloud. Peter George asked that the email request from Roy Nilson regarding the unfunded local mandates be placed on the next agenda for discussion and the letter from the Town of Hawley Mass RE: Last Mile Broadband costs to small Western Mass communities be placed on the next agenda for discussion.

1. **Executive Session Reason #3** To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. The Selectboard postponed the executive session until the next Selectboard meeting scheduled for 3/4/2015.
2. **Next Meetings**

 The next meeting of the Selectboard will be Wednesday March 4, 2015 7:00PM at Town Hall Lower Level and at the call of the Chairman as needed.

**8. Adjournment**

 There being no further business, Rick Marsh motioned and it was voted unanimously to adjourn the meeting at 8:45PM.

 Respectfully submitted,

 Rick Marsh, Clerk

 **Meeting Documents:**

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