

Board of Selectmen
February 19, 2014
Minutes

Members present: Jeanne Pryor, Angela Hilton, William Elovirta

Others Present: Ed Gibson, Nina Weiler

7:04 PM Jeanne called the meeting to order.

There were no minutes to review at this time.

The Board reviewed the Capital and Operating Budget Overview. Ed advised the Board of the new line items that were added. He explained why there is a new highway garage line item and what it would be used for. He also explained the dry hydrant line item. Ed advised that he has the cost of living increase at 2% for now which may change depending on how the final numbers from the health insurance, school and some miscellaneous budget items come out. Ed explained why there are some increases in some budget items. Briefly discussed the Transfer Station operations. Ed told the Board that if anyone had any questions regarding the budget to please call him.

The Board reviewed the monthly reports of the Police Department, Citations Issued and the Building Inspector.

Board of Selectmen's Comments and Announcements: Bill asked if there were going to be any performance appraisals this year. He explained to Ed what was done last year. Briefly discussed doing performance evaluations.

Ed advised that the Town Clerk gave him the 2014 Annual Town Meeting and Election Schedule to review before he posts it on the website and sends it to the local newspapers. He found one error on the date for the Campaign Finance Report due in Town Clerk's Office. This was corrected and the schedule is now ready to post. Bill motioned to approve the draft 2014 Annual Town Meeting and Election Schedule, Angela seconded. Motion passed unanimously. Jeanne suggested that they hold a baby town meeting before the Annual Town Meeting like they did last year because she thought it went well. She proposed to hold this baby town meeting on April 30th.

Town Administrator's Report: Ed advised that the Clerk of Committees job description states that this position is under the general supervision of the Town Administrator therefore he would be the one to set a pay rate for this position. He advised that currently Heather Hunt is paid three different pay rates for the work she does on the ZBA, Planning Board and Board of Health and for filling in for some departments. Briefly discussed making the rate one amount and when to have it effective from. Bill motioned that effective February 17, 2014 the pay rate for the Clerk of Committees will be \$12.85 per hour for all of the work she performs, Angela seconded. Motion passed unanimously.

Ed advised that the Highway Department will have a snow and ice deficit before the end of this winter and the Board will need to vote to accept MGL Chapter 44, Section 31D in order that the highway department may legally overrun the respective winter snow and ice accounts. Bill motioned to accept MGL Chapter 44, Section 31D in order for the Highway Department to legally overrun the respective winter snow and ice accounts, Angela seconded. Motion passed unanimously.

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Ed advised that Truck #3 a 2004 International Dump Truck had a cooling fan failure over the weekend and is looking at a fairly expensive repair to put the truck back into working service. He advised that it would cost approximately \$5,000 for the fan, radiator and shroud repair and approximately \$4,500 for the hood alone.

Ed advised that the IRS has set the federal mileage reimbursement at 56 cents per mile as of January 1, 2014. This is a slight reduction from last year when the rate was 56.5 cents per mile. This is the rate which the town usually reimburses employees and committee members for business travel. He advised that the Board would need to vote to adopt this rate if it is what they would want to use for the town's official mileage reimbursement. Bill motioned to adopt the IRS mileage rate of 56 cents per mile effective January 1, 2014, Angela seconded. Motion passed unanimously.

Ed advised that the Town Accountant had previously filed Schedule A for fiscal year 2014 with the DOR and he received confirmation that it has been approved. This means that we officially have closed out FY13.

Ed advised that he would be attending the CBRSD All Town meeting concerning the school budget on Feb. 25th as well as having a meeting with Tighe and Bond on Feb. 20th to discuss a potential grant for a feasibility study for a public water supply. He would also be attending a JLMC Mediation session in Springfield on Feb. 26th and will be taking the first course in the MCPPO procurement training in Huntington on March 5th, 6th and 7th.

Public Input: None.

Any other business: Ed advised that after the Board approved the bylaws at the last meeting, he realized that on the Community Preservation Committee Bylaw it refers to the Parks and Recreation Committee as the Parks and Recreation Commission but it was approved as the Parks and Recreation Committee so there are two references that need to be changed. Bill motioned to accept the Community Preservation Committee Bylaw draft dated 2/3/14 as amended, Angela seconded. Motion passed unanimously. Briefly discussed the duties of the Parks and Recreation Committee.

Jeanne advised that she made a few small changes to the annual report of the Board of Selectmen and wanted the Board to make sure they were fine with the changes. The Board was fine with the changes. Briefly discussed the cover for the Annual Town Report.

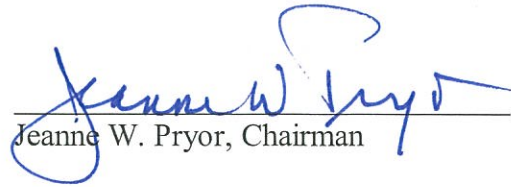
Reviewed correspondence.

8:47 PM Bill motioned to adjourn, Angela seconded. Motion passed unanimously.

Reviewed payroll/expense warrants.

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Respectfully submitted,
Nina Weiler, Secretary


Jeanne W. Pryor, Chairman

Documents discussed at meeting:

- Capital and Operating Budget Overview
- Monthly reports of the Police Department, Citations Issued, and the Building Inspector
- 2014 Annual Town Meeting and Election Schedule
- Board of Selectmen annual report