

Board of Selectmen Meeting
January 18, 2012

Present: Selectmen: Mark Gilmore, Carolyn Shores Ness, Elizabeth Clarke
Town Administrator: Bernie Kubiak

Meeting called to order at _____

Police Department:

Present: Chief Wozniakewicz

The Chief reported he has had two resignations from the department. David Leuschner is leaving to join the UMASS department, but will continue to help with IT services. Laurie Lankowski, a part-time officer since 2007, also a full-time paramedic/firefighter in Amherst left effective December 31st.

The Chief asked the Board to appoint Felix Ramos a twenty-three year old from Greenfield. Ramos is an on-call firefighter in Turners Falls and a reserve/special officer with Greenfield Police. He has received training in Greenfield and has a lot of energy and a lot of ideas. Ramos was interviewed by the Chief and Mr. Kubiak on December 28th. In checking references, the Chief learned that his neighbors described him as a very caring person. **A motion was made by Ms. Ness, seconded by Ms. Clarke, to appoint Felix Ramos as a special police officer.** The vote was unanimous. The appointment is until June 30, 2012.

Mr. Gilmore said the Chief submits excellent monthly reports, and then asked if he could prepare reports that reflect periods of six months or more that might show trends. The Chief said he could.

Highway Department:

Present: Shawn Patterson, Highway Superintendent

Mr. Patterson is interested in upgrading the department to take on more responsibility for accomplishing projects reducing the amount of outsourcing. He is considering putting on another equipment operator and making Mr. Scarborough a foreman. He has been discussing moving funds around to cover a new position, possibly utilizing the \$10,000 budgeted for an on-call mechanic, which is never used. He said with the changes he is proposing the overall increase in highway budget is around \$14,000, which is a 1% increase in the \$1.3 million budget.

Mr. Patterson said he thinks the Tree Warden position, with a budget of \$34,000, should be moved into the Highway Department. The Selectmen felt this would be a significant change. It would increase the responsibilities of the department. Mr. Patterson felt a bucket truck needed for tree work would have many other uses. There was discussion about trees that had power lines running through them. He was advised that the W.M.E.C.O. prefers to handle the pruning where electrical wires are involved. The suggestion was that Patterson take a ride around town with the power company's tree guy.

The balance of Mr. Patterson's budget was discussed; with note made that the change in Highway Supervisor has brought with it a change in management style. Mr. Patterson revealed

that one of the main functions of the new equipment operator that he would like to hire would be to manage the transfer station. On days when the station is open that person would be there, on other days he would work with the highway crew.

Mr. Gilmore asked Mr. Kubiak how the current budget was standing up. Mr. Kubiak anticipated that due to the unexpected weather events, there would be a shortfall. At this point, he didn't know how much that would be. Ms. Ness said Tropical Storm Irene and the October snowstorm are declared events. Mr. Kubiak said what he's hearing from MEMA is that the Town will receive 75% of expenses, plus administrative support. Since it's still the middle of January, he doesn't know what winter will cost. He said that when FEMA money comes in, it will be credited to the accounts funds were drawn from, as it is reimbursement of an expense. Mr. Gilmore's concern is that the Town be set up to be blindsided by something unexpected.

Discussion was held about plans of Mr. Patterson to organize the town into quadrants for the purpose of managing maintenance of roads and Town properties. The condition of such things as drainage culverts and manholes would be noted. Comment was made that the Town had lost out on \$100,000 in funding for Upper Road because culverts weren't maintained. Ms. Ness talked about division of the Town into watershed areas. Mr. Kubiak reported when a storm occurs that might become a declared disaster, documentation is collected in anticipation of submission once the presentation format is known.

Mr. Patterson said he had to say he has a great group of guys to work with. He has given them a lot more responsibility than they're used to and they're responding well. He spoke highly of the guys who run the treatment plants. Mr. Gilmore, however, said they were doing a good job, but he thought they might be better utilized.

At this point Ms. Clarke stood up and said she had to go.

Permit Renewals: Mr. Kubiak presented a list of General Permit applications for the Board to approve and sign. **Ms. Ness made a motion, seconded by Mr. Gilmore, and voted, to approve the following permits:**

- Attorney Peter Richards James – Home Business Renewal
- East Deerfield Auto Wrecking – Class III License
- John P. Coderre Law Offices/Simco Tax Associates – Home Business Renewal
- Joseph Kostiuk d/b/a Country Roads – Class II License
- Pioneer Frameworks/ Buy the Book – Home Business Renewal\
- Pioneer Valley Sales & Service, Inc. – Class I License
- Richard Bottego d/b/a Richard's Automotive – Class II License
- Shintaido Farm – Home Business Renewal

Transfer of Funds: Mr. Kubiak presented requests for the transfer of funds to three accounts:

- 1) **\$10,000 to Veteran's Benefits** – The Town is covering expenses for two veterans. The anticipated amount needed to cover until the end of the year is nearly \$10,000. 75% of this expense is eventually reimbursable. **Ms. Ness made a motion, seconded by Mr. Gilmore, and voted to approve the transfer.**

- 2) **\$10,000 – Legal Expenses** – Labor negotiations, such as the meeting held earlier in the morning have exceeded anticipation; plus the Assessors are anticipating an appeal. **Ms. Ness made a motion, seconded by Mr. Gilmore, and voted, to approve the transfer request.**
- 3) **\$5,977.48 – To pay unused sick and vacation time for retirements.** One retirement was unanticipated when budgets were being prepared. **Ms. Ness made a motion, seconded by Mr. Gilmore, and voted, to approve the request for additional funds.**

Primary Warrant: The Board signed the warrant for the Presidential Primary Election.

Ms. Ness made a motion to adjourn.

Respectfully submitted,
Priscilla Phelps