

Board of Selectmen meeting
May 23, 2012

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

Minutes: Table for next meeting

Public Comments: none

Selectmen's Comments: none

Board of Health Comments: none

Appearances before the Board/Hearings:

Site Assignment Hearing – Piggery at 97 Stillwater Road
Present: Attorney DeHerdt, representing Mr. Romanowski

Attorney DeHerdt stated for the record that it is Mr. Romanowski's position that this is a requirement of this board [Board of Selectmen] and that if he did not do so he would be ordered to cease operation of his piggery. It is his position that this requirement exceeds the provisions of MGL Chapter 111, § 143; and the state right-to-farm law removes him from the regulations under Chapter 111, and the right-to-farm bylaw enacted by this town gives him the right to operate his piggery without an assigned permit to that site. (Mr. Kubiak requested the statement be in writing for inclusion in the minutes.)

The health inspectors have visited the site and were satisfied. There are no changes in the numbers of animals that may be kept at the site or the language of the permit.

A motion was made by Mr. Gilmore, seconded by Ms. Clarke, and voted, to close the hearing. **A second motion made by Ms. Clarke, seconded by Mr. Gilmore, and voted, to renew the site assignment for a piggery at 97 Stillwater Road in Deerfield for a period of twelve months.** Board members then signed the permit.

FCAT: Present: Joyce Palmer Fortune and Doug Finn

Ms. Fortune presented a budget which she said was similar to the one previously submitted. There is an increase in payroll to bring Doug Finn from 25 hours to 40 hours with benefits, a promotion making him the Executive Director of the station. She mentioned that three laptops donated by Smith College, two of which can film in real time, have helped in reducing some operating expenses. The overall budget increase is \$28,000 which will come from Comcast.

A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted, to approve the FY'13 FCAT budget.

Ms. Fortune said a meeting has been scheduled for Tuesday, May 29th at 5:30 pm to talk about programming for channel 17. When it is up and running it will be possible to have a channel with an educational focus, another more general public interest, and a third with government focus. People are encouraged come forward with messages or suggestions for programs of interest to the community. There will be a summer video production program, similar to last year's intended to target the teen population, but others can participate as well. There was conversation about training of small business people in use of multi-media and interest in doing video tours of local businesses. **There is an open spot for someone in Deerfield to be on the Board of Directors.**

Discussion Items:

Charge to Public Works Building Committee; Mr. Kubiak presented a final draft of a charge to the committee. Changes in this draft are to add the provision that council review documents. He said it has been reviewed by the committee. **Ms. Clarke made a motion, that the Charge to the Public Works Building Committee be approved. Mr. Gilmore seconded and then amended the motion to officially acknowledge and add M.A. Swedlund to the Committee. The amended motion was unanimously adopted.**

Liquor License request: A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted, to approve the request of Deerfield Academy for licenses for alumni events on June 8 and 9.

Transfers of Funds: A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted, to approve a transfer from the Reserve Fund the following amounts: \$3,033 to Veteran's Benefits Account, and \$14,000 to Group Health Insurance.

A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted to approve the following fund to fund transfers: \$5,000 from Unemployment Insurance to Group Insurance; 5,000 from Workers' Compensation to Group Insurance; \$1,308 from the Retirement Account to Group Insurance; and \$50.00 from Treasurer/Collector Expense to the Moderator.

Update on Police Chief Selection process: Mr. Kubiak reported that the committee met on Tuesday and put together a series of attributes desired in a police chief. Advertisements for the position will be released this week. A weighted scoring sheet has been prepared for use in reviewing applications. The screening committee consists of Jay Wallace, Jan Carney, Marty Barrett, Zack Smith, Dave Gendron, Pat O'Brien, and himself. He noted the qualifications of the members: some have been police chiefs, one is a part-time officer in another town, and two have many years of experience in human resource. **Ms. Clarke made a motion, seconded by Mr. Gilmore, and voted, to appoint the above named people to the committee.**

Mr. Gilmore noted that originally the thought had been to have a member of the Deerfield Police Department on the search committee. But upon second thought it was felt that this would not be the best arrangement. Instead, officers will be involved in the meeting and greeting process and providing feedback that way.

Initially, the request is for letters of interest and resumes, all of which should be in hand by July 6th. These will be reviewed as they come in. Those who pass the first screening will be presented with a request for more in-depth information. Following a review of this material a limited number of the most qualified will be chosen to be interviewed by a committee. Background checks will be conducted on the final 3- 5 candidates, who will be publically interviewed by the Board of Selectmen.

Ms. Clarke asked when the revised fee schedule would be on the agenda. Mr. Gilmore said the ball was in his court, i.e. he needs to finish his review.

A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted, to adjourn with the signing of the warrant.

Respectfully submitted,
Priscilla Phelps

