

Board of Selectmen Meeting  
Minutes of January 30, 2013

**Present:** Selectmen – Mark Gilmore, Carolyn Ness, Elizabeth Clarke  
Town Administrator – absent

The meeting was called to order at 6:30 pm.

**Minutes:** Minutes of January 2<sup>nd</sup> were approved in a motion made by Ms. Clarke, seconded by Mr. Gilmore, and voted. Ms. Ness, who had not been present, abstained. (2-0-1)

**Public Comments:** none

**Selectmen's Comments/announcements:** There remains a vacancy of the Personnel Board, as well as several other boards. Interested persons should check in with the Town Administrator.

**Board of Health Comments/Announcements:** There is still flu vaccine available. The nurse's hours have been extended on Wednesdays from 10: am – 4: pm.

**Appearances before the Board/Hearings:**

**VFW Road Race:** Present: John Reino

Mr. Reino introduced himself as a Deerfield youth who has served in the Navy in the Persian Gulf and is now a member of the VFW. He was present to announce plans for the second road race in conjunction with the Sugarloaf Mountain Athletic Club to be held on May 25, 2013. It will be a 5K – 10K race beginning at the Common in the center of town at 8:30 am and proceeding up North Main Street. Last year there were 100 racers. He has discussed the event with the Police Chief. The Board expressed support of this event.

**Discussion/Decision Items:**

**Employee Grievance Procedure:** At the last meeting the Personnel Board brought a discrepancy between the Personnel Manual and the Town bylaw to the Board's attention. Ms. Clarke noted another item that needed clarification involving steps 1 & 2. In many cases the employee's supervisor is also the department head; in that case in filing a grievance an employee would actually go directly to the department head. After discussion it was agreed that the bylaw and manual should match. The steps would be: Step 1 supervisor, step 2 – department head, Step 3 – Personnel Board, Step 4- Board of Selectmen.

**Police Department:** Present - Chief John Paciorek, Jr.

**Retirement-** Robert Warger has submitted a letter advising of his intention to retire as a full-time officer after 34 years on the department. His retirement is effective March 1, 2013. The chief would like to appoint him as a part-time/ special officer . **A motion was made by Ms. Ness, seconded by Ms. Clarke, and unanimously voted, to accept the resignation of Robert Warger from his full-time position, effective March 1, 2013 and appoint him as a part-time/Special police officer, effective March 2, 2013.**

**Surplus stuff:** The Chief said he's going through the department to find new homes for items that are no longer useable, irrelevant, or just junk. There are bikes, old computers, old radio systems, that need

to either be sold, donated, recycled, or simply thrown out. He asked the BOS for counsel, stating there will be an inventory list detailing what happened to every item. Chief Paciorek said a collection of bicycle number plates, something from the 1950's that have not been used, might be something of interest to collectors. Ms. Clarke suggested checking with the accountant to be sure that items for disposal have been fully depreciated. Mr. Gilmore said the Chief should be authorized to research and dispose of things in a manner that is in the best interests of the Town.

When asked how things were going in the department, the Chief responded, "Busy." He then went on to say an arrest had just been cleared. He noted there had been several accidents due to ice and fog.

**APR on Sugarloaf Street:** A motion was made by Ms. Clarke, seconded by Ms. Ness, and unanimously voted, to support the APR request.

**Franklin County Regional Sheltering Agreement:** Ms. Ness said this will be taken up at the Homeland Security meeting next week. The agreement will be finalized as a template for towns to use. There is no action required.

**Other business:** A letter of interest has been received from Irene Clancy who would like to be on the Energy Committee. This needs to be forwarded to the Committee for its comment, followed by an invitation from the Board to attend a meeting to be appointed.

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

Respectfully, submitted,  
Priscilla Phelps