

BOARD OF SELECTMEN
TUESDAY, JUNE 23, 2015

The regular meeting for the Board of Selectmen convened at 7:00 p.m. in the conference room at 110 Main Street. In attendance were Edward S. Harrison, Dr. Richard M. Smith, and John R. Morrell. Also present were Town Administrator Evan Brassard and the media.

The Pledge of Allegiance was recited.

Reorganization of the Board:

Mr. Morrell made a motion to appoint Dr. Richard Smith as Chairman; John Morrell as Vice Chairman; and Edward Harrison as Clerk. Mr. Harrison seconded and it was unanimously VOTED.

Acceptance of Meeting Minutes:

Mr. Harrison made a motion to accept the meeting minutes of May 26, 2015 – executive session and June 9, 2015 – open session. Mr. Morrell seconded and it was unanimously VOTED.

Zoning Board of Appeals Appointment:

Chairman of the Monson Zoning Board of Appeals Dave Beaudoin and Theresa Martin approached the Board of Selectmen.

Ms. Martin told the Board of Selectmen and the listening audience about herself, and explained her husband was on the Zoning Board of Appeals and needs to resign as it is conflicting with his job. Ms. Martin noted she has been in the construction field and has attended the meetings and knows everyone on the Board and decided to seek to fulfill the remaining term of her husband.

Mr. Morrell stated Ms. Martin is very experienced and will be a real asset to that Board.

Mr. Harrison made a motion to appoint Theresa Martin to the position on the Monson Zoning Board of Appeals effective June 26, 2015 through June 30, 2016. Mr. Morrell seconded and it was unanimously VOTED.

Keep Homestead Museum Update:

EmmaLadd Shepherd approached the Board of Selectmen and explained the trails at the museum were decimated in the tornado. A lot of volunteers helped right after the tornado, including a trail maintenance group from Peaked Mountain. Then the trails were hit by the October snowstorm which undid everything. Keep Homestead Museum Board member Doug Young has done fantastic work on the trails, and they have recently had an Eagle Scout candidate work there as well. Ms. Shepherd said they have finally just reached the point where they want the trails done this summer.

The Keep Homestead Board of Directors hired Rob Meacham, who does their lawn, to take his equipment up there, and they are now in the process of getting the trails cleared. They are also in the

process of getting markers for the trail on the trees and then the signage will go up. Reed Coles has agreed if they get him the wood he would take his router to it, so the signs will be rustic.

Ms. Shepherd said on Sunday, September 6th Labor Day Weekend, the Keep Homestead Museum will be celebrating their 25th Anniversary. They are going to hold an anniversary party and re-dedicate the trails, dedicated in the memory of John Colleton who was one of the original people who created the trails and who made the signs that are still there. They are inviting everyone to this event, and invited the Board of Selectmen to attend and hopefully to speak.

Ms. Shepherd said they have a serious on-going water problem in the cellar with underground water coming up from below the dirt floor and ground water coming in from the outside through the walls. This is harming the museum collections. Ms. Shepherd noted one of the back stacked stone foundation walls are now bowing in. They have received estimates ranging from \$11,000 to \$24,000. Ms. Shepherd stated the quote of \$24,000 is a complete bid and includes concrete floors. They are still in the process for getting bids and doing research. Ms. Shepherd noted the Building Inspector is working with them to see what will work the best.

Ms. Shepherd said the Keep Homestead Museum Board of Directors decided to apply for a CPC grant this fall, since they don't have this much money in their trust fund.

Ms. Shepherd explained the proposal is to dig out some of the dirt, put down pea stone and perforated pipe with plastic over that and then pour a concrete floor on top of it. The proposal also calls for a way to funnel the water that comes through the walls, sending it down into the pea stone and out the back.

Ms. Shepherd said on another note, an Upper Hampden Road resident, Alan Phillips, had sculptures that were in the tornado and he had to get them off his property. Temporarily the sculptures were put at a residence on Silver Street and now they need to be moved from there.

The Arts Council came to the Keep Homestead Board of Directors and asked them if the sculptures could be kept there. The Board of Directors is now working with the Phillips family, the Arts Council and the Town on an agreement to have sculpture gardens at the Keep Homestead Museum within existing gardens. These are all outdoor sculptures.

Ms. Shepherd said her concern is with theft and vandalism. One piece is a twelve foot tall stainless steel sculpture and then there is another piece they are mostly concerned with, so they are in negotiation of placing these two pieces on concrete footings. The other pieces will also be fastened to the ground.

Mr. Brassard noted he is waiting to hear back from Town Counsel on a contract between the Town and Mr. Phillips stating we are accepting them to place on town property; however we don't own them and we aren't liable for them, the basic indemnification type of language.

Also upcoming at the Museum, Ms. Shepherd said Reed Coles has a sister who lives in Brattleboro Vermont who works with a group that does outdoor plays in the fields and woods. They are interested in doing one at the Keep Homestead Museum on October 2nd and 3rd with a rain date for the following weekend. The plays are done at night with the nighttime theme “Forest of Mystery Series” and the audience moves from station to station. Ms. Shepherd noted the Keep Museum has a few concerns they need to work out. One is the liability of having people moving around in the dark. Ms. Shepherd said they are talking about different forms of lights, such as the use of solar lights.

On October 4th, Tom Ricardi of the Raptor Rehabilitation Center in the Berkshires will be at the Museum once again. When Mr. Ricardi was there in the past, he brought all different types of owls and eagles with him. The Worcester County Model A Club will be coming on that same day to visit with about fourteen or fifteen Model A’s.

Ms. Shepherd noted the “Concert on the Lawn” this year will feature a Dixieland band and a Louie Armstrong tribute.

Dr. Smith thanked Ms. Shepherd for coming in.

Purchase of Land:

Leslie Duthie approached the Board of Selectmen on behalf of the Monson Conservation Commission, and noted back in November the Town voted to approve the purchase of the Skorupski land, and showed a map of the surveyed parcel the town will be purchasing for permanent recreational open space for non-motorized uses.

Ms. Duthie noted Michael Moore has worked very hard to put this project together and is very eager to establish hiking trails there, volunteering his time and equipment. Mr. Moore has spoken with the Scout troops in Monson, Palmer and Wilbraham who use their property, about doing some work on the new land. Ms. Duthie noted they are expecting to move forward with the purchase in the next week or so. This purchase consists of 67.5 acres of land.

Ms. Duthie noted if someone wanted to use this land for camping or so on, they would contact the Conservation Commission who would then okay it with the Land Trust, so they are aware of it. The Town of Monson owns the property and the care and custody is under the Conservation Commission.

Ms. Duthie said they have been working for the last year and a half on the trails at Flynt Quarry, and they are getting very close to having the trails completed. They received a great donation from Monson Savings Bank to print maps showing the trails at Flynt Quarry and will have them ready for handing out at the July 4th Summerfest. A ribbon cutting event will be held at some point in time.

Ms. Duthie noted an annual celebration will be held at Peaked Mountain in September instead of the usual mid-October.

Mr. Morrell thanked Ms. Duthie for her hard work, and Dr. Smith added she is the most involved person in town.

Reappointments:

Mr. Harrison made a motion to appoint Tod Beall and Victoria Prior to the Monson Cultural Council effective July 1, 2015 through June 30, 2018. Mr. Morrell seconded and it was unanimously VOTED.

Mr. Harrison read and made a motion to approve the reappointments for the Fire Department, as attached. Mr. Morrell seconded and it was unanimously VOTED.

Written Information Security Policy (WISP) Review:

Mr. Brassard explained he has been working on a Written Information Security Policy (WISP), and noted this is a policy the Town really should have since we collect data, both on the residents we serve as well as our employees.

Mr. Brassard explained this policy outlines all the steps the town is going to take to safeguard all of this information and added there is always the threat of having breaches of security and data leaks in our digital age. We still have a lot of things on paper and we are pretty good at securing that and this policy will help to tighten all of that up. The policy talks about not leaving any personal data out in the open when you leave your office; everything needs to be secured and locked up. The policy also talks about where confidential employee files will be kept. Mr. Brassard said traditionally we have had an issue with the collection of all the files being under one roof. We have a lot of departments that are not in the Town Hall who slowly collect documentation that they probably shouldn't have in their possession and added it really should be in a Human Resource file.

Dr. Smith noted it makes sense to centralize all those files. Mr. Brassard agreed it makes sense to centralize it all from a security standpoint as well as a Human Resource standpoint and this will formalize what we are going to do, by matter of policy.

Mr. Brassard said this policy has been reviewed by the Policy Committee and noted this is Town Counsel's (Bacon Wilson's) WISP policy that we took and made a few changes to, in order to make it ours. Town Counsel did give Mr. Brassard input as to what it should say and said we can take it to whatever level we want to take it to, as long as you are willing to follow whatever you put into practice, and this can be done on our own.

Mr. Harrison made a motion to approve the WISP policy as written, with any non-substantive changes we need to make for formatting. Mr. Morrell seconded and it was unanimously VOTED.

Harvard Program on Negotiation and Leadership:

Mr. Brassard asked the Board of Selectmen if he could attend a three day Harvard program on September 28th, which is part of their Executive Leadership program.

Mr. Brassard said he would like to attend their program called "Dealing with Difficult People". The program has a general negotiation overview and teaches you to become a better negotiator, a better leader, and focuses on difficult people.

The total cost for the program is \$3,495 and Mr. Brassard noted he will have to stay overnight for two nights, so he is requesting \$300 per night. Mr. Brassard said if he can do it less expensive he will. The program is at the Cambridge Hotel, which is full.

Dr. Smith asked Mr. Brassard if this was the same program he did last year. Mr. Brassard replied he spoke of it last year, but never did it as he got busy with things.

Mr. Harrison made a motion to allow the expenditure of up to \$4,095 from the Gifts to the Town Account for room and registration for the Harvard program on "Negotiations and Leadership" for Mr. Brassard to attend. Mr. Morrell seconded and it was unanimously VOTED.

In Other Business to Come Before the Board:

- Mr. Brassard explained they are trying to fund a repair and the Selectmen have a form called a Transfer between Appropriation Account, requesting \$2,000 coming out of the Highway Department budget. This form basically allows the Board of Selectmen and the Finance Committee to sign off on it. This will let the Highway Department move money between accounts that might have been appropriated for something else such as training, travel, etc. and lets them put the funds together to fund a different expenditure. This \$2,000 consolidation within the Highway Dept. budget will fund the repair of a Pelican street sweeper. The total repair was almost \$11,000 with labor and transporting the vehicle to the Pelican dealership.

The funds will go from General Highways and Bridges account to the Road Machinery account.

Mr. Harrison made a motion to allow the transfer of \$2,000 from the General Highways and Bridges account to the Road Machinery account for repairs of the Highway Department street sweeper. Dr. Smith seconded. Mr. Harrison voted aye; Dr. Smith voted aye; Mr. Morrell abstained.

Correspondence was read and completed.

At 7:54 p.m., Mr. Harrison made a motion to adjourn from open session to go into executive session to discuss strategy with respect to non-union personnel pursuant to M.G.L. c.30A, Sec21 (2) and collective bargaining or litigation pursuant to M.G.L. c.30A, Sec21 (3), not to return to open session. Mr. Morrell seconded and it was unanimously VOTED.

Edward S. Harrison, Clerk

