**BOARD OF SELECTMEN**

**MEETING MINUTES**

**January 3, 2017**

**6:00 P.M.**

**Rutland Public Library**

**OPENING OF MEETING BY CHAIRMAN:** Ms. Bacon called the meeting to order at 6:02 p.m. also live on channel 191.

**PRESENT:** Michael Pantos, Wayne Walker, Stephanie Bacon

**OTHERS:** Margaret Nartowicz, Town Administrator and Abby Benoit, Administrative Secretary

**ABSENT:** Sheila Dibb and Leroy Clark

Mr. Pantos moved to approve payroll and treasury warrant #14. Mr. Walker 2nd. Vote unanimous.

Minutes from December 19, 2016 will be held for approval.

**Nexamp Pole Hearing**

Kevin Rabbitt, Construction Manager for Nexamp, explained that Nexamp has installed a solar array on Swartz Ave, they also installed poles along Swartz Avenue. RJ Walsh, Construction Manager, was also present from Nexamp. Nexamp was approached by DPW Superintendent, Gary Kellaher, who explained that the pole placement will be problematic for plowing and sanding. He recommended that bollards be installed. Nexamp is in agreement and will take all necessary steps to correct any foreseen issues with the pole placement.

There are seven poles that are only two feet off the Road. Mr. Kellaher explained that the poles will need protection and bollards will suffice. Mr. Walsh explained that the pole placement was designed by the civil engineers.

The Board agreed that Mr. Kellaher can report back once the bollards have been installed.

Mr. Pantos moved to approve the pole placement with the recommended bollard modifications, for utility poles numbered 4-10 along Swartz Ave. Mr. Walker 2nd. Vote unanimous.

**DPW, Gary Kellaher**

**TIP, Public Outreach**

Mr. Kellaher explained that there is a public outreach meeting scheduled for January 18th, 2017 at 6:00 p.m. There was discussion about how the TIP project on Pommogussett may impact residents and abutters. There will be a sidewalk on the right hand side of the road heading towards Hubbardston. CHA will be leading the meeting and will show a 25% completion design. The Board asked that a notification be sent to abutters.

Mr. Kellaher advised the Board that approximately two thirds of the snow and ice budget has been used.

The Board voted at the prior meeting to approve the Winter Operations Plans, the signature page was signed by the Board. The plan is available to residents online.

Al Horstman has resigned from DPW, the position will be posited. The Board thanked Mr. Horstman for is work.

**Public Comment:**

No public comment.

**MOA Officer Carpenter:**

Officer Carpenter is going to Police Academy on January 9, 2017. Historically the Town has entered into an agreement with officers sent to the academy, for a three year term after completion of the academy. The Board confirmed that if the officer were to leave prior to the three year commitment, he would be responsible for full repayment of training.

Mr. Pantos moved to accept and sign the MOA for Officer Carpenter’s three year term contract, after completion of the academy. Mr. Walker 2nd. Vote unanimous.

**Resignation**

Ms. Bacon read the resignation letter from Peter Letsky, member of the Solar Committee, his resignation is effective January 1, 2017. The Board thanked Mr. Letsky for his service and tremendous work with the solar projects.

Mr. Pantos moved to authorize the chair to sign a letter to Mr. Letsky in behalf of the Board thanking him for his service. Mr. Walker 2nd. Vote unanimous.

**Community Center and Community Hall Building Use Fees**

The Board was presented with the idea of having a building use fee waiver for non – profit groups. Ms. Nartowicz would like to continue to develop the fee waiver process, she would still be the final approver for building use and all fee waivers.

There was discussion about who schedules the space. Ms. Nartowicz confirmed that Recreation is keeping a google calendar and she will see if the link can be shared and made public.

**WRSD Audit Advisory Board**

There is a current vacancy for Rutland on the Audit Advisory Board. Nobody has expressed interest, Ms. Nartowicz will be able to service on an interim basis, pending the approval of the school committee.

Mr. Pantos moved for Ms. Nartowicz to represent Rutland on the WRSD Audit Advisory Board, pending the approval of the school committee. Mr. Walker 2nd. Vote unanimous.

**Fire Chief Search and Selection Process**

There will be six individuals interviewed, they will begin this week in South Hadley. The interviews will be completed next week and are not open to the public. Per the task force recommendation, after the initial interviews, an assessment should be completed. This was not funded, Ms. Nartowicz is finalizing the assessment process. The intent is to bring three final candidates to the Board for interviews.

**Budget Process**

Ms. Nartowicz is meeting with department heads and has started to make revisions in requested budgets. There was discussion about consolidating line items from different departments, including department cell phones. Ms. Nartowicz has asked departments to look at prior year’s actuals as well.

**Patrolmen’s Appointment**

Two candidates were interviewed for the Patrolmen’s position. The candidate recommended by the Chief showed strength in proactive community policing, scored higher in Sargent interviews and sponsored himself in the academy. Dominic Walker will be appointed as a full time police officer.

Mr. Pantos moved to adjourn. Mr. Walker 2nd. Vote unanimous.

The meeting was adjourned at 6:40 p.m.

Respectfully Submitted,

Abby Benoit

Administrative Secretary

Board of Selectmen *Approved\_\_\_\_\_\_\_\_\_\_\_*