**Board of Selectmen**

**Meeting Minutes**

**June 19, 2017**

**6:00 P.M.**

**Rutland Public Library**

**Present**: Wayne Walker, Leroy Clark, Stephanie Bacon, Sheila Dibb, Michael Pantos

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

Mr. Clark opened the meeting at 6:00 P.M., also televised live on channel 191.

Mr. Walker moved to sign treasury warrant #26 and payrolls. Ms. Bacon 2nd. Vote unanimous.

Ms. Bacon moved to approve minutes from June 5, 2017 as presented. Ms. Dibb 2nd. Vote unanimous.

**Pole Hearing, Pleasantdale Road**

Mr. Clark opened the pole hearing at 6:02 p.m.

Paul Davis spoke in behalf of Verizon, a revised petition was sent for Pleasantdale Road, the petition is to relocate the main pole tying into the utility for the solar farm located on Swartz Ave. Mr. Kellaher confirmed that the placement is approved and that the pole will be in line with existing poles.

Ms. Bacon moved to close the hearing and approve the petition number 4A0G1TH, to relocate one jointly owned pole numbered T.29/E.23 on Pleasantdale Road. Mr. Pantos 2nd. Vote unanimous.

The hearing closed at 6:04 p.m.

**Pole Hearing, Swartz Ave**

Mr. Clark opened the hearing at 6:04 p.m.

Mr. Davis explained that the poles on Swartz Ave tie in with the pole on Pleasantdale Road, three poles are being placed, the petition has been revised from the original petition and pole placement. Mr. Kellaher confirmed that the new pole locations are acceptable.

Ms. Bacon moved to close the pole hearing for Swartz Ave. Mr. Pantos 2nd. Vote unanimous.

Mr. Pantos moved to approve the petition for Swartz Ave, 4A0G1TH-2, for the placement of 3 poles numbered T.1/E.1, T.2/E.2 and T.3/E.3. Mr. Walker 2nd. Vote unanimous.

The hearing closed at 6:06 p.m.

**Pole Hearing, Pleasantdale Road**

The hearing opened at 6:06 p.m.

This petition is for two jointly owned poles for a solar farm located on Joanna Drive. Mr. Kellaher confirmed that the location of the poles are acceptable.

Ms. Bacon moved to close the hearing for Pleasantdale Road. Mr. Pantos 2nd. Vote unanimous.

The hearing was closed at 6:08 p.m.

 Mr. Pantos moved to approve the hearing for Pleasantdale Road, No. 4A0RF9T for poles numbered T.157 1/2s/E.51-84. Mr. Walker 2nd. Vote unanimous.

**Public Comment:**

Dick Williams, Overlook Road, asked about sewer flow and how many homes the new sewer line on Main Street will service. Mr. Kellaher confirmed that the line is designed for over 200 homes, there are 9 tie ins that will take place on Pleasantdale Road and Main Street. The pipe will not be owned by the town until the town accepts the subdivision. There was discussion about an available plan.

Mr. Williams discussed concerns with Fisherman’s Road and traffic being allowed to cross RT 122. Mass Dot has not responded to a letter previously sent. Ms. Nartowicz announced that there will be an information session on June 26, 2017 for the complete streets program. A representative from CMRPC will be coming to a future Board meeting to discuss green communities.

Steve Sherman, Paddock Road, stated that he has applied for an abatement on taxes because there is a community house near his home. The abatement was denied. There is an appeal process with the state, he was told that only 10% of the appeals are seen. Mr. Sherman discussed an officer that was terminated for action at Devereux. He wanted to know the expenses associated with his dismissal. Mr. Clark stated that the issue would not be discussed as it was a personnel issue. Ms. Nartowicz answered that the expenses exceeded $20,000.

**New Business:**
**Rutland Public Records Access Guidelines**

Lynn Kelly, Assistant Town Clerk, explained that the Public Records Access Guidelines will be placed online for public information. Mr. Pantos recommended that the names be taken out and just the title of the positions. Most recently the majority of requests are sent electronically.

Ms. Dibb moved to approve the Public Access Guidelines. Ms. Bacon 2nd. Vote unanimous.

**Community Center Playground**

Liz Waldo, 59 Ridge Road, discussed the playground initiative on the Glenwood Community Center. Ms. Nartowicz recommended that a gift fund be established to purchase and install new playground equipment to replace non-compliant equipment on the town-owned Community Center parcel at 53 Glenwood Road. The Department of Public works Superintendent or their authorized designee shall, in consultation with the Director of Recreation of their authorized designee, be authorized to expend funds from the Gift Fund for the purchase of playground equipment, and to install and/or supervise the installation of the playground equipment, all in compliance with MGL c.30B, the ADA and all other applicable statues. She also recommends that DPW and the Recreation Department coordinate the construction and that the Unipay link be set up on the town website.

It was recommended that the existing equipment be removed and declared as surplus. There was discussion about placement of the equipment and movement of storage sheds.

Ms. Bacon moved to approve the recommendation of the Town Administrator to establish a gift fund for the Community Center Playground. Ms. Dibb 2nd. Vote unanimous.

Mr. Pantos moved to have the existing equipment removed and declared as surplus. Mr. Walker 2nd. Vote unanimous.

The website link will be set up in a couple of days. Rutland Youth Soccer has agreed to participate as a nonprofit if needed for fundraising.

**Request to Name Building Office**

Ms. Nartowicz will be researching procedures to make sure a precedence is not set and will see if other towns have a policy in place.

**Sick Leave Bank Policy**

The policy was presented to the Board for review, it will be available for all non- union employees and there is the possibility for collective bargaining units to also join. It will be brought back to a future Board meeting for approval.

**Board and Committee Reappointments FY 18**

There was discussion about nonresidents being reappointed, a request to change the by-law was submitted.

Ms. Bacon moved to appoint the slate as presented. Mr. Pantos 2nd. Vote unanimous.

Ms. Dibb discussed grave markers.

**Devereux School**

Kerrie Anne Goldsmith, Assistant Executive Director, presented Devereux’s Commitment to Caring Award to Chief Haapakoski.

**RDIC, Mike Sullivan**

Mr. Sullivan came to the Board about using Cranston & Cranston as special counsel for RDIC. He believes it will be fiscally responsible as it will take time for new counsel to research the Heights Property. There was discussion about prior RFP’s, Mr. Pantos questioned the accuracy of the documents that were previously submitted while using Cranston & Cranston. Ms. Dibb commented that now is a good time to transition to a new firm as the Committee is not in the middle of anything. Ms. Nartowicz said she has been communicating with the Planning Board on the same issue, she has proposed that the Planning Board set up a meeting with one of KP’s expert attorneys.

Michelle Van Reet, member of RDIC, discussed concerns with the open meeting law and conversations outside of the meeting. She does not recall RDIC ever voting or discussing special counsel.

Mr. Sullivan confirmed it was not voted on, it was discussed generally.

Ms. Nartowicz recommended that the board takes no action.

**One Day Liquor License Application, Jeff Makela**

Mr. Makela spoke in behalf of the Rutland Fire Brigade and requested a one day liquor license for the upcoming Music Festival on August 19, 2017. They would like to host a beer garden, they have vendors that will come in, and police detail will be paid by the sponsor of the event. The alcohol will be partitioned off with one door in and one door out. The bartenders will be TIP certified with police detail will be in the tent. No alcohol will be outside of the tent and they will be serving beer and wine.

Mr. Pantos asked that the TIP Certification documents be provided to the Board prior to the event. The garden will be closed two hours prior to the end of the event and there will be five detail officers present. Proceeds of the event will cover the cost of the detail officers and the EMT/Paramedic.

Ms. Dibb moved to approve the One Day Liquor License for the Rutland Fire Brigade, on August 19, 2017 from 11:00 a.m. until 7:00 pm. Mr. Pantos 2nd. Vote unanimous.

**Cable Committee, Paul Mattson**

Mr. Mattson, Chairman of the Cable Committee, presented the Board with 2 new members of the committee, Peter Craine and Christian Santillo.

Both members introduced themselves. Mr. Mattson thanked Brenda Savoie for her service on the committee. Ms. Dibb thanked the committee for filming the school concerts. Mr. Mattson will be looking forward to broadcasting the concerns live in the future.

Mr. Pantos moved to appoint Peter Craine and Cristian Santillo to the Cable Committee for a 1 Year Term. Mr. Walker 2nd. Vote unanimous.

**Police Chief Search and Selection Process**

Ms. Nartowicz explained that the process began with resume screening panel, preliminary interviews were completed by a 5 member independent panel, and an assessment center was then conducted. The assessment center showed average to below average scoring. Ms. Nartowicz recommends that the town posts an expanded ad with a greater salary. She also recommends that the Board consider entering into an interim contract with the existing chief. The assessment center felt that the salary range was below market.

Mr. Pantos moved to take the recommendation of the Town Administrator, to repost the position with a salary up to $100,000 based on qualifications and experience. Ms. Dibb 2nd. Vote unanimous.

There was discussion about hiring an administrator in the interim, who would ultimately be writing a report and assessment of the current operations, they would be working up to 24 hours per week.

Mr. Pantos moved for the Board to contract with a Police Department Administrator to oversee the functions of the department and evaluate the departments operations during the Police Chief Selection process with conjunction of an internal officer that would oversee tactical work. Ms. Dibb 2nd. Vote 4-1.

**End of Year Appropriation Transfer**

Mr. Pantos moved to approve the appropriation transfer request in the amount of $681.10 from account number 001-914-5100-000, Health Insurance, to account number 001-916-5100-000, Medicare. Ms. Bacon 2nd. Vote unanimous.

**Correspondence**

An anonymous letter was received expressing concerns with the installation of a sewer line on Main Street. It was confirmed work is not being done in front of the school zone while school is in session.

Correspondence was received requesting speed limit signs and child play signs on Madyson Avenue. Mr. Kellaher confirmed that he has ordered two “Thickly Settled” and “Children at Play” signs. There was discussion about the road not being a throughway street, only residents would be driving on the road. The Board also discussed setting precedent, Mr. Kellaher confirmed that for the most part, signs are installed when requested

**Town Departments**

**DPW, Gary Kellaher**

Complete Streets

There is a public information session scheduled for June 26, 2017, all residents are invited to attend.

The Intervale Road Bridge construction is ahead of schedule, it may be completed before winter.

Mr. Kellaher has received a proposal for the Fish Pond Dam Inspection from Weston and Sampson for $4800.00, it is a required inspection.

Mr. Pantos moved to proceed with the inspection for Fish Pond Dam with Weston and Sampson at a cost of $4800.00. Ms. Bacon 2nd. Vote unanimous.

There was discussion about closing Town offices on July 3rd and the scheduling the regular bi- weekly meeting. The Board agreed that the buildings will be closed to the public on July 3rd due to 4th of July festivities.

**Town Administrator, Margaret Nartowicz**

Ms. Nartowicz will be sending the list for employee reappointments, payroll certification is based on the budgeted amounts.

**Regional IT**

The IT Director has submitted his resignation, a quote solicitation for one year of services has been sent out. Continued IT support is needed, Ms. Nartowicz will be working with Barre to improve the agreement.

Ms. Bacon moved to authorize Ms. Nartowicz to sign an agreement for the Town and Regional Dispatch to the low quote if it meets the scope of services. Ms. Dibb 2nd. Vote unanimous.

**FY18 Budget**

The Wachusett School budget was voted and will leave a deficit to Rutland in the amount of $230,449.

Ms. Nartowicz recommended scheduling a Special Town Meeting for Monday, July 24th.

Ms. Bacon moved to set the Special Town Meeting at Glenwood Elementary School for July 24, 2017 at 7 p.m., Mr. Walker 2nd. Vote unanimous.

**Public Comment**

Steve Sherman, Paddock Road, asked about appointment from within for the Police Chief position. Ms. Dibb stated that the search and appointment needs to be done correctly from the beginning.

Dick Williams, Overlook Road, wanted to recognize Ms. Nartowicz for the reward she received. She confirmed that it was for efforts towards regional collaboration.

Ms. Dibb moved to enter into Executive Session for Reason # 3, only to return to open session for the purpose of adjournment: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. (Fire Department, Police Union.) Reason #2: To conduct strategy sessions in preparation for negotiations with non-union personnel. (Police Interim Agreement). Ms. Bacon 2nd. Roll call vote: Ms. Dibb aye, Mr. Pantos aye, Mr. Clark aye, Ms. Bacon aye, Mr. Walker aye, Mr. Walker recused himself from Reason #3 (Fire Department.)

The Board entered executive session at 8:11 p.m.

The Board returned to open session at 9:03 p.m.

Mr. Pantos moved to adjourn. Ms. Dibb 2nd. Vote unanimous.

The meeting adjourned at 9:03 p.m.

Respectfully Submitted,

Abby Benoit

Administrative Secretary

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