

BOARD OF SELECTMEN MINUTES – July 1, 2013

SUNDERLAND TOWN OFFICES

Present: Mr. Bergeron, Mr. Fydenkevez and Mr. Pierce

Others: Margaret Nartowicz, Town Administrator

Behind the Camera: Josh Chapley

- Call to order at 7:09 p.m.
- Agenda Overview - Mr. Bergeron.
- Building Permit Fee Structure - Building Commissioner, Joseph Fydenkevez. Some fees will be raised, but fee based on estimated cost rather than on square footage, is more relevant to current practice. Agricultural would have slight discounted rate. Mr. Fydenkevez-would support fee structure with 1-yr review. Program should be self-sufficient. Motion to accept recommendation for re-structuring building permit fees by Mr. Pierce, 2nd by Mr. Fydenkevez. Vote 3-0.
- Part-Time Police Officer Appointment - Chief Gilbert summarized Stanley Deleo's qualifications. Appointment makes five part-time officers on roster. Motion to appoint Stanley Deleo as a part-time police officer and alcohol enforcement agent through 6/30/14 by Mr. Fydenkevez, 2nd by Mr. Pierce. Vote 3-0.
- Police Chief Contract Extension - Contract expiration date June 30, 2013. Motion by Mr. Pierce to approve a 6-month extension of Chief Gilbert's contract, 2nd by Mr. Fydenkevez. Vote 3-0.
- Brown and Regan APR – Route 47 APR has closed. Largest APR acquisition in the history of Sunderland: 111.93 acres. Mr. Fydenkevez-would like letter to Hadley with appreciation for cooperative approach or request Board to be put on Hadley Board's agenda to discuss. The acquisition makes a large contiguous APR in Sunderland and Hadley.
- June 17, 2013 Minutes - Motion by Mr. Fydenkevez to accept the minutes for June 17, 2013, 2nd by Mr. Pierce. Vote 3-0.
- Open Space and Recreation Plan (OSRP) update - Mr. Bergeron-overview of need for current plan. Motion to sign approval letter by Mr. Pierce, 2nd by Mr. Fydenkevez. Vote 3-0.
- Sewer Lining Note - \$204,554 1-year bond anticipation note, Greenfield Co-Op 0.5%. Motion to sign note by Mr. Pierce, 2nd by Mr. Fydenkevez. Vote 3-0.
- Request for Surplus Property Declaration - Request by Historical Commission and Swampfield Historical Society to declare seven lighting canisters at GML surplus, and to allow funds from disposition to be used to replace with historically accurate lighting fixtures. Linda Lopatka presented list of items requested to be disposed of in accordance with Town policy and procedure. Ms. Nartowicz to tour GML and surplus inventory items late summer or early fall to determine value. Not all of the items requested to be declared surplus are original to the building.
- Board Updates - Mr. Pierce-Union #38 negotiations are concluded. Economic Development Committee has been revived. Will try for monthly meetings. Mr. Bergeron-Permanent Building Committee annual buildings tour is completed. Will tie in to capital process.
- Town Administrator Updates – FY14 diesel and gas quotes-Ms. Nartowicz to contact legislators regarding Town's state tax obligation on fuel. State budget update to come back on July 15th. Motion to sign letter to Conservation Commission regarding wetlands on solar parcels. Independent financial audit and reconciliation of Treasurer/Collector function will cost \$5,000-\$7,000. Motion by Mr. Pierce to authorize chair to sign engagement letter with Melanson, Heath and Company, 2nd by Mr. Fydenkevez. Vote 3-0.
- Seasonal Highway Laborer Appointment - Motion to appoint John Ollari as Temporary Highway Laborer for the summer at \$14.69 per hour.
- Treasurer/Collector Interviews - Discussion regarding public interviews. First interviews may result in recommended appointment. If candidates are moved to 2nd interviews publicly with Board of Selectmen, screening interviews could be non-public. Discussion regarding process, importance of municipal finance experience. Board of Selectmen to review job applications. Ms. Nartowicz recommends the interview team be composed of Finance Committee rep., Town Accountant, Board of Assessors rep. Board of Selectmen's rep., FRSD/Union #38 rep. and Town Administrator. Motion to appoint Mr. Bergeron as Board of Selectmen rep. on interview team by Mr. Fydenkevez, 2nd by Mr. Pierce. Vote 3-0. Ms. Nartowicz to forward draft interview questions and job description to Board.

Reminders - Mr. Fydenkevez-Regional EMS meeting Monday, July 8th at 6:30pm.

- Pedestrians urged to use caution when crossing North Main Street.

Warrant and correspondence by signature.

Motion to adjourn by Mr. Pierce and 2nd by Mr. Fydenkevez. Vote 3-0. Meeting adjourned at 8:13pm.

Respectfully submitted,



Margaret Z. Nartowicz
Town Administrator