

**BOARD OF SELECTMEN MINUTES—August 5, 2013**

**SUNDERLAND TOWN OFFICES**

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

**Others: Margaret Nartowicz, Town Administrator**

**Behind the Camera: Tom Zimnowski**

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- Call to order at 6:10 p.m.
- Appointment with Rob Kane, Treasurer/Collector candidate. Mr. Bergeron requested Blandford reconciling update. Mr. Kane-working with Accountant to reconcile to the general ledger. Mr. Fydenkevez-Treas/Coll is a combined position. Mr. Kane-for small towns that's ok. Discussion regarding Treasure/Collector & Accountant communication. Payroll/benefits overview. Mr. Fydenkevez-Town has single-person departments. Efficiencies-identify areas of opportunity in 1<sup>st</sup> month. Discussion regarding debt service. Mr. Kane-technology challenges in small towns. Would like to stay in Treasurer/Collector's Association. Mr. Fydenkevez-Professional development is encouraged. Motion by Mr. Pierce for conditional appointment- capacity to be bonded, bylaw/policy signoffs, terms of employment to be done, 2<sup>nd</sup> by Mr. Fydenkevez for discussion. Mr. Fydenkevez-Union #38/Frontier Regional = 60% of town budget. Strong working relationship. Discussion regarding organizational structure and lines of communication. Vote 3-0. Ms. Nartowicz to compile employment packet/paperwork. (Effective date of appointment and employment-September 4, 2013 per completion of pre-employment requirements).
- Audit Letter - Motion to sign Town Response letter to Management Letter by Mr. Fydenkevez, 2<sup>nd</sup> by Mr. Pierce. Vote 3-0.
- Regional EMS – Others Present: Robert Ahearn, Carolyn Ness, Lynn Sibley, Matt Russo. IMA-Ms. Sibley-Whately Board of Selectmen voted to pursue legal review. Mr. Fydenkevez-reiterate importance of working collaboratively, understanding each town's wishes. IMA proposed revisions. Annual Budget-propose going to town meeting twice, and if no unanimously approved on June 30, then 1/12 budget. Need final disposition mechanism in IMA. Discussion regarding location. Ms. Sibley-meeting this Friday at 10am with MLS executive director. Town Administrators to attend. Discussion regarding existing space, access road, traffic light at Route 116. Mr. Fydenkevez-Invite Paul Dunphy to meeting. Discussion regarding Regional EMS and Senior Center. Mr. Fydenkevez-Seniors need to be surveyed. South Deerfield Fire Department meeting this Thursday. Staffing Comparison-2 scenarios. Ready Reserve ambulance-paramedic on call cost vs. ALS intercept cost. Mr. Bergeron-staffing will be ongoing discussion. Mr. Fydenkevez-looking at doing 3-4 years ramp up. Thinks 4 full-time medics and 4 full-time EMT's is too big a step to start. Starting with smaller staff allows management to evaluate staffing system; reliability etc. Discussion regarding benefits of starting staff at peak level vs. building staffing year-to-year. Mr. Pierce-incumbent on Board of Selectmen to explain intended growth over the years. Ms. Ness-need to clearly explain backup is in place. Mark Zinan-need to clearly communicate real benefits. Mr. Pierce-towns need to unify explanation of benefits. Discussion regarding data gathering during transition and implementation. Chief Ahearn-get data from Turners Falls district. Mr. Fydenkevez-need to look at Ready Reserve staffed with paramedic level. Next meeting -site and staffing. August 19<sup>th</sup>, 7pm in Deerfield. Discussion regarding value of regional paramedic-level service.

Warrant and correspondence by signature.

Motion to adjourn by Mr. Pierce and 2<sup>nd</sup> by Mr. Fydenkevez. Vote 3-0. Meeting adjourned at 8:55pm.

Respectfully submitted,



Margaret Z. Nartowicz  
Town Administrator