

**BOARD OF SELECTMEN MINUTES –November 25, 2013**

**SUNDERLAND TOWN OFFICES**

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

**Others: Margaret Nartowicz, Town Administrator**

**Behind the Camera: FCAT**

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- Call to order at 6:50 p.m.
- Treasurer/Collector Position-Recommendation to appoint Susan Warriner as Treasurer/Collector. Ms. Warriner is a certified Collector and would like to take test for Treasurer certification. Board supports membership in Treasurer/Collector Association. Motion to appoint Ms. Warriner, effective date December 9<sup>th</sup>, by Mr. Pierce, 2<sup>nd</sup> by Mr. Fydenkevez. 90-day review to check in with Board. Mr. Bergeron-Feedback is important. Vote 3-0.
- November 18, 2013 Minutes- Motion by Mr. Pierce to accept the minutes for November 18, 2013, 2<sup>nd</sup> by Mr. Fydenkevez. Vote 3-0.
- Regional EMS IMA-Mr. Fydenkevez-overview consensus to amend Article III, Transition by striking “as a non-voting member” in section 2. Deerfield has voted amendment and Whately will vote December 3<sup>rd</sup>. Motion to amend by Mr. Pierce, 2<sup>nd</sup> by Mr. Fydenkevez. Vote 3-0.
- Truck Body Bid-recommendation from Highway Superintendent and Procurement Officer to go with HP Fairfield, \$35,745. Motion to accept by Mr. Pierce, 2<sup>nd</sup> by Mr. Fydenkevez. Vote 3-0.
- Town Server Replacement - Overview of issues; server is shutting down frequently. All town financial functions are conducted from the server. Town Administrator to bring recommendation to next Board of Selectmen meeting. Mr. Bergeron-keep DLS technology audit in mind for FY15 budget process.
- Board Updates - Mr. Pierce-Virtual Town Hall (VTH) transition. STC will present funding, website design team and implementation timeline recommendations to the Board on Dec. 9<sup>th</sup>. Town still needs a point person for getting updates on website. VTH will allow remote updates. Personnel Committee needs to meet to review and make recommendations on telecomm technician job description and website liaison job description. Mr. Fydenkevez-FCSA meeting last week. FC Sheriff’s Department gave presentation. Town Administrator to talk with department heads at next staff meeting about landscaping, painting and other jobs. Town needs to supply tools and they will supply labor. Think about other projects. TRIAD program-equipment available for seniors with mobility issues, also have cell phone program and other services. First Regional EMS BoO transition phase meeting last week. Ambulance licensing will cause delay. Looking at start date after January 1<sup>st</sup>. Next meeting December 10<sup>th</sup> at 7pm at the Public Safety Complex - EMS Director job description to be finalized. Community Innovation Challenge grant application submitted for capital and other startup expenses. Whately offered use of its ambulance to Regional EMS. Need to draft lease agreement for Sunderland Public Safety Complex. Local EMS equipment inventories being reviewed for comprehensive Regional EMS inventory list to be attached to IMA. Discussion regarding attendance at first meeting.

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 7:38pm.

Respectfully submitted,



Margaret Z. Nartowicz  
Town Administrator