

Select Board Meeting
Minutes-Monday, August 8, 2016
Sunderland Town Office Bldg.

Attending: Tom Fydenkevez, David Pierce, Sherry Patch

Absent: Scott Bergeron

Guests: Pam Parmakian, Director of Housing and Community Development Franklin County
Regional Housing & Redevelopment

Behind the Camera: FCAT/Marina

Call to Order

- Meeting called to order at 6:38 PM.

Appointments

- Pam Parmakian, Director of Housing and Community Development at the Franklin County Regional Housing & Redevelopment Authority (HRA) met with the board to discuss Community Development Block Grant Program. HRA is currently working with communities who have expressed interest in participating in the 2017 regional grant application for housing rehabilitation and social services programs including fuel assistance and the LifePath Program which delivers meals to elderly and disabled residents. In order to participate in these programs applicants must meet the low/moderate income guidelines. Next Steps for the Town of Sunderland to participate in the program are updating the town's Community Development Strategy and community outreach. At this time, there is only one person on the housing rehab wait list. In order for the grant application to be competitive 4-6 persons is recommended. The Town Administrator will distribute flyers to the Senior Center and Amherst Survival Center.

Approval of Minutes

- Under advisement until 8/22/16.

Old Business

- Selectmen Updates
Mr. Pierce advised that the solar project is starting. A kick-off meeting is scheduled for Monday, August 22, 2016 at the Sunderland Elementary School at 11:00 AM.
- Town Administrator Updates
Ms. Patch provided updates on energy supplier services. Pricing options from Constellation have been received. Ms. Patch will contact LPVEC for additional suppliers and pricing options. Ms. Patch reported that FY 17 bids for diesel and gasoline were received. Low bid for gasoline was submitted by A.R. Sandri at \$1.99 per gallon + tax. Low bid for diesel was submitted by Kieras Oil at \$1.89 per gallon + tax.

Correspondence

- Town Clerk Memo Records Access Officer
The board acknowledged receipt of a memo from the Town Clerk recommending that the Board of Selectmen appoint all department heads, committee and board chairs and clerks Records Access Officers (RAO's). Records Access Officers are responsible for coordinating public records requests under the new Public Records law, which becomes effective January 1st. Ms. Patch advised that KP Law will be conducting informational sessions regarding this new requirement in the next couple of months. Ms. Patch will

notify the boards and committees that they must submit the names of their RAO designees for appointment by the board.

- Sgt. Lyons Memo Disposal of Surplus Equipment
Mr. Pierce read memo requesting that the 1988 Ford Crew Cab be declared surplus and available for disposal. MOTION: Mr. Pierce to declare the 1988 FORD Crew Cab surplus and available for disposal. SECOND: Mr. Fydenkevez. VOTED: 2-0. The board instructed the Town Administrator to accept bids for two weeks. Notice to be posted on the Town website, newspaper and post office.
- Highway Superintendent/Recommendation for appointment laborer position. MOTION: Mr. Pierce to appoint Bradley S. Wallace to the position of Highway Laborer as recommended. SECOND: Mr. Fydenkevez. VOTED: 2-0.

New Business

- Appointment of Alt. Plumbing and Gas Inspector
MOTION: Mr. Pierce to appoint Jason Wallace to the position of Alternate Plumbing and Gas Inspector. SECOND: Mr. Fydenkevez. VOTED: 2-0.
- Appointment of Elections Officers
- MOTION: Mr. Pierce to appoint to following to a term beginning September 1, 2016-August 31, 2017: Democrats: Barbara Howey, Allan Richards, Mary Gundersen, Ronald Howey, Christine Drake, Susan Triolo, Stana Wheeler, Republicans: Debra Bennett, William Sillin, Barbara Schulze, Edward Gately, Pam Parsons, Donna McKemmie, Unenrolled: Carol Kushi, Christina Snover, Jean McEnaney.
- Update Board of Selectmen Goals
Under advisement until 8/22/16.
- Energy Performance Notes for Approval from Refunding to Permanent
The board signed approval of the notes from refunding to permanent.

Adjournment

- Motion: Mr. Pierce to adjourn. SECOND: Mr. Fydenkevez. VOTED: 2-0.
Meeting adjourned at 7:03 PM.

Respectfully Submitted,


Sherry Patch
Town Administrator