

Selectboard Meeting
Monday, November 28, 2016
Town Office Building

Attending: T. Fydenkevez, S. Bergeron, D. Pierce, S. Patch
Others: W. Houle, T. Foster, J. Kowaleck, M. Kowaleck, M. Skibiski
Behind the Camera: Marina Korpita/FCAT

Meeting Called to order at 6:41PM.

Tax Classification Hearing

- A public hearing was held on the allocation of taxes for the FY 2017.
- Assessors Administrative Assistant Teresa Foster presented a power point overview of the classification process.
- Motion: Mr. Pierce to maintain a single rate class as recommended by the Board of Assessors. Second: Mr. Bergeron. Voted: 3-0.
- FY 17 Tax Rate pending DOR approval \$14.34 which is 2.18% decrease.
- Sunderland Water District Water .58 down .02 from last year.

Note: PowerPoint presentation available on the town website www.townofsunderland.us

Update Public Records law and/Records Access Officers (RAO's)

- Town Clerk Wendy Houle met with the Board to discuss the new requirements under the Public Records Act, including the appointment of Records Access Officers (RAO's) to coordinate public records requests. The new act takes effect on January 1st. Ms. Houle recommended that the board appoint all chairs, clerks and departments heads as Records Access Officers. Ms. Houle also recommended that the Town Administrator be appointed Super RAO. Regulations have not been submitted yet. The Town Clerk is also looking into software that will track records requests. Also working with King Information to assess the Town Records. The Town Clerk and Town Administrator will submit a list of positions to be designated as RAO for Board appointment prior to January 1st.

Board of Selectmen Updates

- Mr. Bergeron advised that the kick-off meeting for police union negotiations was held. A schedule has been set for future meetings and ground rules established.
- Mr. Pierce advised that a Personnel Committee Meeting is being scheduled to review salaries and wage rate information.
- Mr. Fydenkevez advised that the Annual South County Senior Center Holiday Potluck is coming up. Also, South County EMS BoO have been informed by the town of Deerfield that Deerfield Academy has stated that they have money available and will be building a building that will meet the needs of South County EMS. A negotiating committee has been formed to review the two sites. Hopefully, a permanent solution will be found soon.

Town Administrator Updates

- Ms. Patch provided updates as follows:
- Town has received a MIIA Risk Management grant for updates to the fire and alarm system at the Town Office Building.
- The first bidder for the Ford Pickup Truck has withdrawn his bid. The second high bidder is interested in purchasing the truck for \$333.33
- Motion: Mr. Bergeron to accept the second high bid for the Ford Truck. Second: Mr. Pierce. Voted 3-0.
- Quotes for lease financing of the highway truck were submitted by Tax Exempt Leasing and Mercedes Benz Financing. The quote submitted by Tax Exempt leasing is for a seven year term at 2.99%. Mercedes Benz submitted a quote 3.16% payments are annual in arrears.
- Motion Mr. Bergeron to accept the Procurement Officers recommendation for lease financing to Tax Exempt Leasing. Second: Mr. Pierce. Voted: 3-0.
- Town Counsel has submitted a draft lease agreement between the Town and FCAT for lease of office on the second floor at the Town Office Building. Clarification of hours of operation is requested.
- Motion: Mr. Bergeron to enter into lease agreement with FCAT. Second: Mr. Pierce. Voted 3-0.
- Received quote for additional work from CHA for the North Main Street Reconstruction Project. Ms. Patch will meet with the Accountant to review the availability of funds.
- Management OPEB Trust Funds. The board would like a recommendation from the Treasurer.
- Revised Credit Card/Debit Card Policy. The board was in agreement to implement the Debit Card on a trial basis.

Resignation

- The board acknowledged receipt of Richard Lopatka's resignation from the Sunderland Library Trustees.

Approval of Minutes

- Motion: Mr. Pierce to approve the minutes of the meeting dated 11/14/16. Second: Mr. Bergeron. Voted: 3-0.
- Motion: Mr. Bergeron to adjourn the meeting. Second: Mr. Pierce. Voted: 3-0.

Meeting adjourned at 7:36 PM.

Respectfully Submitted,


Sherry Patch, Town Administrator