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Board of Selectmen

Town of Apton



Massachusetts

Meeting Minutes of February 10, 2009

Location: Fire & EMS Headquarters, 20 Church Street

Present: Chairman Robert J. Fleming, Selectman Kenneth E. Picard, Selectman Michael E. Goodwin and Administrative Clerk Karen L. Varney.

The meeting was called to order at 7:00pm.

“Open Budget Forum”

Chairman Fleming welcomed Antonio J. Fernandes, Jr., M-U School District Superintendent, M-U School District, Department Managers, Members of the Finance Committee, Board of Assessors and the Treasurer Collector to name a few of the thirty-attendees. The purpose of the open forum is to discuss concerns and exchange ideas in light of the global financial situation and the Town’s budget dilemma. The hour long discussion was well received. At the conclusion, Chairman Fleming thanked everyone for participating.

At 8:00pm Chairman Fleming called for a short recess.

The Board of Selectmen meeting reconvened at 8:14pm

Appropriation Treasury Warrant No. 33e in the amount of \$237,817.88 was approved.
Payroll Treasury Warrant No. 33P in the amount of \$72,300.15 was approved.

A request for a \$5,000 transfer from the Reserve Fund to Tata & Howard, Inc relative to the 3rd water source was approved by the Board. This expenditure, for additional engineering services is required by Mass DEP for permitting of the third water source approval process and the Water Management Act Permitting process. The deadline on filing the final certification on the approvals is February 26th. Selectman Picard noted the Town has already invested \$300,000.00 getting this 3rd water source closer to fruition.

Motion # 1: In accordance with Chapter 40, Section 6 of the Mass General laws, Selectman Picard motioned to forward a *Request for Transfer* in the amount of \$5,000 from the Reserve Fund to pay for additional Engineering Services as required by Mass DEP for permitting fess of the 3rd water source approval process and water Management Act Permitting process. Seconded by Selectman Goodwin, unanimous by Chairman Fleming.

Motion # 2: Selectman Goodwin motioned to approve the meeting minutes of January 22, 2009. Seconded by Selectman Picard, unanimous by Chairman Fleming.

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46 Motion # 3: Selectman Goodwin motioned to approve the meeting minutes of January 29, 2009.
47 Seconded by Selectman Picard, unanimous by Chairman Fleming.

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49 Motion # 4: Selectman Goodwin motioned to approve the meeting minutes of February 3, 2009.
50 Seconded by Selectman Picard, unanimous by Chairman Fleming.

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52 Motion # 5: Selectman Goodwin motioned to approve the Executive Session meeting minutes of
53 January 20, 2009. Seconded by Selectman Picard, unanimous by Chairman Fleming.

- 54
55 *FYI:*
- 56 ⇒ Correspondence from DEP Re: Notification of Wetlands Protection Act
 - 57 ⇒ RBC Annual Account Statement
 - 58 ⇒ Notice from FEMA Re: Digital Flood Insurance Rate Maps. **(Forward to Board of**
 - 59 **Assessors for input).**
 - 60 ⇒ Copy of a correspondence from CMRP Treasurer James R. Bates, Jr., Re: Certification
 - 61 for member Assessment is \$1,359.27. **(This assessment to be paid by the Planning**
 - 62 **Board).**
 - 63 ⇒ Email from Verizon Regional Director Re: Continuation for expansion.
 - 64 ⇒ MIIA Insurance dividend check in the amount of \$770.00 received. **(Forward to the**
 - 65 **School District)**
 - 66 ⇒ Information relative to Worcester County's reverse 911 Emergency Notification System.
 - 67 **(Selectman Goodwin will speak with EMS Director Kemp).**
 - 68

69 In questioning the Budget Forecast received from the Code Enforcement, raised concerns
70 over the \$1,125.00 cost of cell phones. Selectman Picard was unaware that the employees still
71 had cell phones. He will contact Patrick Roche, Building Commissioner for clarification.

72
73 In a review of the RBC Account Statements, Selectman Picard spoke about the Trust
74 Funds noting they have been managed well. Little interest has been earned but the investment is
75 secure.

76
77 The Board will review the prior year appropriation summary to see if there are any
78 available funds.

79
80 Discussion regarding a Grant Writer. It was the recommendation of Selectman Picard to
81 utilize the services of CMRP. He noted that the Planning Board has used them in the past and
82 was pleased with the level of service. It was a unanimous decision of the Board to contract
83 CMRP for their Grant Writing services.

84
85 A discussion regarding Union and non Union salaries. It was the opinion of Selectman
86 Picard to implement a salary freeze therefore saving the current workforce. He continued by
87 saying the Town has Union contract obligations, but would like to see what thoughts they have.
88 Due to the financial situation, the employees should be aware that it is possible that they may not
89 get their annual (COLA) raise. Chairman Fleming would like to see a spreadsheet of non-Union
90 employees noting the cost percentage and dollar amount of the COLA raise.

91
92 Another cost saving suggestion from Selectman Picard, was to order a minimal amount of
93 Town Reports this year with online access. In the past few years, the Town has ordered 1,000
94 copies at a cost of about \$3,400. Chairman Fleming will explore this possibility.
95

96 The Board spoke of setting a date for the Special Town Meeting.
97

98 Motion # 6: Selectman Picard motioned to open a Special Town Meeting Warrant for March 31,
99 2009 at 7:30pm at Nipmuc Regional Middle High School.
100

101 Motion # 7: Selectman Picard motioned to close the Special Town Meeting warrant on March 10,
102 2009. Seconded by Selectman Goodwin, unanimous by Chairman Fleming.
103

104 Every year, the Muscular Dystrophy Association sponsors the MDA Lock-Up to help
105 raise money for "Jerry's Kids." The money raised goes towards sending children to the MDA
106 Summer Camp, buy wheelchairs, fund research, and a host of other MDA activities. Selectman
107 Picard was pleased to announce that he took part in this lock-up along with Police Chief Michael
108 Bradley who raised \$2,000 for Jerry's Kids.
109

110 Motion # 8: Selectman Goodwin Motioned to adjourn the meeting at 8:47pm. Seconded by
111 Selectman Picard, unanimous by Chairman Fleming.
112

113 Respectfully submitted,
114

115 Karen L. Varney, Administrative Clerk
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