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Board of Selectmen

Town of Apton



Massachusetts

Meeting Minutes: June 23, 2009

Location: Fire & EMS Headquarters, 20 Church Street

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

The meeting was called to order at 6:30pm.

Motion # 1: Selectman Goodwin motioned to approve the meeting minutes of June 16, 2009, Majority: Chairman Picard.

Motion # 2: Selectman Fleming motioned to approve the meeting minutes of June 5, 2009 with Don Tata and Jenna Rzasa (as submitted by Ms. Rzasa). Majority: Chairman Picard.

Motion # 3: Selectman Fleming motioned to approve the meeting minutes of June 18, 2009. Second: Selectman Goodwin, unanimous: Chairman Picard.

Appropriation Treasury Warrant No.52e in the amount of \$49,916.44 was approved.
Payroll Treasury Warrant No. 52P in the amount of \$60,239.29 was approved.

The Board welcomed James Gardner, Temporary Interim Director of the Council on Aging. The purpose of this meeting is to have an open discussion regarding the Director's position at the Senior Center. Mr. Gardner was appointed Interim Director since Natasha Heimrath left for other employment. Selectman Fleming began by saying he was pleased that Mr. Gardner stepped in when the former COA Director left and complimented him for issues which he handled very well. Selectman Fleming noted that if an agreement could be made, he is willing to move forward with the appointment as Director. Selectman Goodwin concurred. Chairman Picard also made inquiries and found Mr. Gardner interacts well with his clients. Chairman Picard asked Mr. Gardner is he is interested in moving forward with the position if all parties can agree on salary. Mr. Gardner responded by yes, he is ready to move forward.

Citing the workload of the Director's position and performing a large portion of the Social Services position, the Board said they would come up with fair compensation. Mr. Gardner said a salary of \$52,870.00 is what the former COA Director would have received. Selectman Fleming said he does not have the salary range recommendation form the Personnel Board with him. Chairman Picard did some calculations. Based on the high range from the Personnel Board, the figure of \$51,600.00 was in FY09 and \$52,870.00 for FY10. Chairman Picard said the only issue is that Jamie is entry level and the previous Director had been in the position for two years. The other issue that needs to be address is the Department has gone from

45 three employees to two hence the work load will increase. Selectman Fleming said he is
46 comfortable with a salary range of \$52,000.00 which is at the high side but not at the max.

47 Jamie noted that he will be taking on a lot of responsibility and would be comfortable
48 with a salary of \$52,870.00. In the range and scale of grades and ranges were it is set, Selectman
49 Fleming said in his opinion it would be improper to bring Jamie in at the top of the scale in your
50 initial appointment.

51 Chairman Picard said there is another employee that they would like to promote within,
52 however specific certification is required. He understands Selectman Fleming's opinion, as it
53 does set a bad precedent with a new hire and hopefully the Board will find a middle ground. For
54 the record, Selectman Fleming said he is opposed to offering the high end of the (pay) scale.
55 Chairman Picard recommended that the Board work out some numbers to be discussed next
56 week and send a formal offer letter to Jamie. Due to vacation next week, Selectman Fleming will
57 email the Administrative Assistant his recommendation. If negotiations are not completed by
58 July 1, 2009, the bonus Mr. Gardner is currently receiving will continue until all parties reach an
59 agreement.

60 Jamie inquired about employee Holly Whalen's position and what her position will be
61 July 1st. Because she is not fully certified, she will remain in her position until she acquires
62 certain credentials. Jamie commented that as of today, she is State Certified for SHINE
63 Counseling. In the fall, she will obtain certification for fuel assistance and food stamps. For the
64 record, Selectman Fleming asked for clarity that the Board will unanimously be in agreement
65 that Jamie will be appointed as Director and that Ms. Whalen will also be promoted (as long as
66 she meets the requirement of the job). Chairman Picard agreed, saying if the parties come to
67 financial terms.

68 In another matter, Jamie was please to inform the Board the Town will be receiving grant
69 funding for a Department van in the amount of \$47,362.56. The Town would need to pay 20%.
70 The process takes from six-month to one-year. The Facilities Coordinator, who works 12 hours a
71 week, was originally hired under the title; Facilities / Transportation Coordinator for the COA. A
72 suggestion of increasing his hours is to be further debated.

73
74 A review of the CODE Inspectors appointments currently on hold were further discussed
75 by the Board. Selectman Goodwin's opinion is to stay with the current arrangement Chairman
76 Picard said he looked at other Towns in which some have gone back to a flat fee per inspection.
77 He cannot justify \$9,000- in stipends. After input from the members, it was agreed to send a
78 letter to the Code Enforcement asking for a report on total inspections for FY09 broken down by
79 specific Departments and per inspector. Once they received this information, they will have a
80 better idea in re-evaluating these positions.

81
82 Relative to the appointments for the Conservation Commission, Selectman Fleming
83 stated he is satisfied provided that the process flows the way it has been for the past few weeks
84 and an understanding of what they need to do.

85
86 Motion # 4: Selectman Fleming motioned to appoint Michael Penko to the Conservation
87 Commission for a one-year term expiring May 2010. Majority: Selectman Goodwin.

88
89 Motion # 5: Selectman Fleming motioned to appoint Thomas Dodd to the Conservation
90 Commission for a three-year term expiring May 2012. Majority: Selectman: Goodwin.

91
92 Motion # 6: Selectman Fleming motioned to appoint Scott Heim to the Conservation
93 Commission for a two-year term expiring May 2011. Second: Selectman: Goodwin, unanimous:
94 Chairman Picard.

95
96 Motion # 7: Selectman Fleming motioned to appoint Marcella Stasa to the Conservation
97 Commission for a one-year term expiring May 2010. Second: Selectman Goodwin. Unanimous:
98 Chairman Picard.

99
100 A letter received from National Grid dated June 4th relative to a Pole Petition hearing for
101 Westborough Rd (Plan #5132319) held by the Selectmen on December 16, 2008, states that
102 National Grid Engineers and abutter Rockwell Kent have come to a mutual agreement. As per
103 the request of the Board, the Administrative Clerk made a follow up call to Mr. Kent confirming
104 his agreement. The Board signed off on the order for this Pole Location.

105
106 In reference to Town Hall replacement windows, the Board is actively seeking letters of
107 interest to serve on this Committee. Also Committee members are needed for the Town Hall
108 Renovations, Town Manager Search Committee and Fire Chief Search Committee. It was
109 suggested that an ad be placed in the local Town Crier. Selectman Fleming will follow-up.

110
111 Chairman Picard wished to thank Town Accountant Fred Aponte for implementing new
112 procedural forms.

113
114 Selectman Fleming reviewing an email from John Kissida, VP of CDM and will follow
115 up with him relative to identifying sites for potential development of recreation fields.

116
117 The Board of Selectmen Goals for FY2010 was reviewed.

118
119 In reference to the June 18th Board of Selectmen Public Informational meeting in
120 connection with the G-U Railroad on Maple Ave, the Board would like to meet with Jon Delli
121 Priscoli, President of the G&U Railroad Company. A letter will be sent to Mr. Priscoli.

122
123 Addressing a letter from Historical Society Curator Barbara Burke, saying she has
124 received a flag which flew over the Capitol on May 3, 1976 from the estate of Ernest W. Ramsey
125 and offering it to the Office of Selectmen. Responding, Selectman Fleming feels it would be
126 proper to display the Flag within the Ramsey Building at the Town Beach. The Members
127 concurred.

128
129 At 7:30pm Selectman Goodwin motioned to enter into Executive Session under M.G.L.
130 C.39, s23B, exception #3, Union negotiations. The Board will reconvene their regular meeting
131 upon completion of Executive Session.

132 Michael Goodwin "I", Robert Fleming "I" Ken Picard "I".

133
134 At 7:56pm, the Board reconvened their regular meeting.

135

136 At 7:57pm Selectman Goodwin motioned to enter into another Executive Session under
137 M.G.L. C.39, s23B, exception #1. The Board will reconvene their regular meeting upon
138 completion of this Executive Session. (Note: Employee gave a written statement waiving his
139 right to be notified and present).

140
141 At 8:07pm the board reconvened their regular meeting.

142
143 FYI:

- 144 ⇒ RBC Account Statement
- 145 ⇒ Letter from Historical Society Barbara Burke Re: Flag from the estate of Ernest Ramsey.
146 *(To be displayed at the Ramsey Building at the Town Beach).*
- 147 ⇒ Copy of a letter from the Code Enforcement to Jon Delli Priscoli. *(Code has no*
148 *jurisdiction to zoning)*
- 149 ⇒ Notice of filing and Public Hearing Re: Petition of Mass Electric for a general increase in
150 electric rates.
- 151 ⇒ Correspondence Re: Support of the updated Bottle Bill. *(Approved by the Board.*
152 *Document will be prepared and mailed).*
- 153 ⇒ Email from Dave Adams Re: West River St property and MA Wildlife.
- 154 ⇒ Letter from a Mendon resident Re: Suggestion of installing a stop sign. *(Follow up letter to*
155 *be sent).*
- 156 ⇒ CMRPC FY 2010 Assessment.
- 157 ⇒ MEMA correspondence Re: Hazard Mitigation Assistance program guidance. *(Cc: EMS*
158 *Director)*
- 159 ⇒ Lorinc Consulting Group, LLC *(Letter will be sent to attend BOS meeting in July).*
- 160 ⇒ Email from Town Counsel Re: Legislative alert – Open Meeting Law Amendments.
- 161 ⇒ Copy of a letter from the Inspector of Buildings to H.L. Turner Group. *(Per Town Counsel,*
162 *no liability to the Town).*
- 163 ⇒ The Beacon

164
165 Chairman Picard signed off on the PARE Corp., Task order No. 2: Station Street Pumping
166 Station (Construction Administration) dated June 18, 2009.

167
168 Motion # 8: Selectman Goodwin motioned to *close* the Town Hall on Thursday July 2nd allowing
169 the Town Hall employees the day off. The remainder of Town Government operations will close
170 on Thursday July 2nd at noontime for the July 4th Holiday weekend. (Public Safety Departments
171 are to see their manager for equal time off at a future time).Second: Selectman Fleming,
172 unanimous: Chairman Picard.

173
174 In closing, Chairman Picard gave a copy of the proposed Town Meeting Schedule he
175 drafted for FY2010.

176
177 Motion # 9: At 8:25pm Selectman Goodwin motioned to adjourn the meeting. Second:
178 Selectman Fleming, unanimous: Chairman Picard.

179
180 Respectfully submitted,
181 Karen L. Varney, Administrative Clerk