

**BOARD OF SELECTMEN
WORKING MEETING
MINUTES OF APRIL 4, 2011**

PRESENT: Robert K. Downing, Chairman, David A. Delanski, Vice-Chairman, Robert W. Souza, Jr., Clerk, Police Chief Spiewakowski, Scott Charpentier, Karl Nauman, and Angela L. Cavanaugh, Selectmen's Secretary.

Chairman Robert K. Downing called the working meeting to order at 12:00 p.m. in the Selectmen's Meeting Room in the Shepard Municipal Building.

SOUTH STREET SEWER EXT. PROJECT – CLERK OF THE WORKS

Karl Nauman informed the Board that he is required to carry Professional Liability Insurance for two years. Thus, he is asked the Board if he may increase his fee from \$55.00/hr. to \$65.00/hr. A motion to approve increasing Karl Nauman's hourly rate for straight time from \$55.00/hr. to \$65.00/hr. pending a signed contract was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

POLICE DEPT. EXCEL TRAINING REQUEST

A motion to approve the Police Chief's request to attend an Advanced Excel Training course with the Police Administrative Secretary upon the approval of the Town Accountant was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

POLICE OFFICER

There was brief discussion regarding filling a Police Officer vacancy to bring the staff back to seven full-time Police Officers. The Board tabled this until their meeting.

RADIO TOWER

A motion to authorize the Chairman to send a letter to Worad in regards to the use of their tower for the Police Department radio system was made Mr. Souza, Jr.; Mr. Delanski – voted unanimously.

The Board agreed to have no meeting on April 26th.

SPECIAL TOWN MEETING ARTICLES

A motion to approve the following articles for the May Special Town meeting was made by Mr. Delanski; second; Mr. Souza, Jr. – voted unanimously:

- Transfer \$5,759.67 from Free Cash to the Snow and Ice Account.
- Transfer \$3,500.00 from the Treasurer Clerk Salary Account to the Treasurer's Tax Title Expense Account to advance foreclosure proceedings.

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- Transfer \$50,000.00 from the Maturing Debt and Interest Account to reduce the amount to be borrowed to purchase a fire truck approved pursuant to Article 15 of the June 18, 2010 Annual Town Meeting.
- Transfer \$2,180.08 from Free Cash to the Fire Chief/EMT Salary Account to pay for the Fire Chief's vacation pay.
- Transfer \$23,347.00 from Free Cash to the Operating Assessment of the Quaboag Regional School District Account to pay for an increase in transportation costs.
- Transfer \$9,000.00 from Landfill Retained Earnings and \$15,000.00 from the Post-War Rehabilitation Trust Fund to supplement construction of the Solid Waste Transfer Station.
- Transfer \$3,000.00 from Landfill Supplies Account and \$10,000.00 from the Landfill Leachate Account to the Landfill Operations Account to fund hauling and tipping charges through the end of Fiscal Year 2011.
- Transfer \$2,000.00 from Free Cash to the Ambulance Life Support Account.
- Transfer \$ 500.00 from Free Cash to the Overtime Firefighter/EMT's Account.
- Transfer \$2,400.00 from Free Cash to the Health and Wellness Account.

ANNUAL TOWN MEETING ARTICLES

A motion to approve the following articles for the May Annual Town meeting was made by Mr. Delanski; second; Mr. Souza, Jr. – voted unanimously:

- Planning Board Articles for Rear Lots, Open Space, and Flood Plain District as written.
- Raise and Appropriate \$20,558 and create a position for Selectmen's Assistant in Grade A-1
- Raise and Appropriate \$11,000 for IT Infrastructure in the Shepard Municipal Building
- Raise and Appropriate \$19,000 for the Downtown Design Project
- Raise and Appropriate \$5,000 for Regionalization of Human Resources
- Raise and Appropriate 2% COLA (Cost of Living Adjustment) for Town employees
- Raise and Appropriate \$13,000 for the Building Inspector Salary and 50% of fees
- Raise and Appropriate \$2,000.00 for the Town's share of a matching grant to the Warren Fire Department by the Massachusetts Department of Conservation and Recreation.
- Raise and Appropriate \$5,600.00 for the Town's share of grant to the Warren Fire Department for Homeland Security.

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In addition, the Board approved all articles which are normally on the annual town meeting warrant.

The Board did not approve an article for Engine No. 4 per the request of the Fire Chief, nor did they approve an article for a feasibility study of the Fire Dept at this time.

A motion to adjourn the meeting at 1:45 p.m. was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

Respectfully Submitted,

Angela L. Cavanaugh
Selectmen's Secretary

Robert W. Souza, Jr., Clerk