

1. J. Huebner called the meeting to order at 7:05. J. Huebner, S. Lennon and R. Borgnis present.
2. R. Borgnis motioned to defer acceptance of the January 3, 2011 minutes until next meeting to allow for edits. J. Huebner seconded. The motion passed unanimously.
3. J. Hostetter reported that the new scanning software has been tested by scanning Conservation Commission minutes and both the scanner and software works very well. She also discussed with the Board file archiving of various departments minutes, searching scanned documents as well as file security.
4. J. Huebner asked J. Hostetter if she was able to find the October 2007 minutes for Auliso lawsuit. J. Hostetter will look for the document this week.
5. V. Breen informed the Board that he purchased a dog and cat crate for the town because a dog urinated on the back seat of the new cruisers. A new home was found for the stray dog and the cruiser was cleaned. R. Borgnis suggested that V. Breen carry a tax free certificate with him for future purchases.
6. The Board thanked E. Bond for his quick response to the leaking roof and discussed the cause. J. Hostetter will locate the contract for the new roof then contact the contractors.
7. D. Fish submitted a bill from Commerce Insurance regarding damages to the vehicle that struck the rock wall at the entrance to the Town Park. The Board will dispute the Towns liability for the damages.
8. D. Fish reported to the Board that the Highway Department is preparing for the anticipated storm this coming Wednesday.
9. J. Huebner reported that he was contacted by a couple of residents with complaints that roads were not plowed Saturday. J. Huebner informed them that the crew was out plowing very late on Friday and resumed again early Saturday morning.
10. The Board discussed the computer work log prepared by D. Fish for the Highway Garage employee. J. Huebner suggested that the board not require copies of the highway department's work logs to be submitted but retained by D. Fish for his records and reference. R. Borgnis stated that by D. Fish submitting them weekly that many of the board's questions are answered and there is record of work that was done to which David agreed.
11. Ed Bond asked if the Board had a completed the Warrant for the January 24, 2011 Special Town Meeting. The Board and V. Breen signed the document. A copy was given to E. Bond and Constable V. Breen for posting.
12. K. Sharp complement the Highway Department's reaction to the storm and reported he will be attending the Saint Andrews Chapel Commission meeting the last Wednesday of the month to discuss bottle/can collection.
13. R. Borgnis entered into record receipt of \$42.50 from K. Sharp for fees collected at the Transfer Station.
14. J. Huebner asked the other Selectmen if they had completed the online conflict of interest law for state employees training from the Berkshire Regional Transit Authority. Neither had completed the training yet.
15. L. Peltier asked the Board if they were aware of D. Fish's attendance at the Conservation Commission meeting and inquired about the Eden Glen Dam agenda item. The Eden Dam Glen will be discussed during the Capital

Asset meeting scheduled for later in the evening.

16. T. Taylor met with the Board to discuss and finalize the 2011 tax rate. T. Taylor motioned to accept a residential factor of 1 and not have residential exemption or a small commercial exemption. J. Huebner seconded. Motioned passed unanimously.
17. J. Huebner sent out an email inquiry to seven propane suppliers. One supplier does not service the Washington area, three suppliers have not responded yet and the remaining three sent responses. The Board will wait a couple weeks for additional responses before discussing the data.
18. The Board discussed with K. Sharp his filing a claim for unemployment benefits. The coverage period is for one week of pay lost from not driving the bus.
19. J. Huebner read correspondence from the Department of Public Safety regarding Sunday Licensing process and request for contact information. J. Hostetter will be the contact person.
20. The Board asked S. Brazee to report on the employee health insurance. D. Fish is the only full time employee being covered with 75 percent being paid by the Town. R. Borgnis stated that it appears the correct percentage isn't being withheld.
21. D. Parnell reported that he has been in contact with VADAR and they have been very helpful and are willing to come in for follow up training. The documentation for the software is very poor and questions need to be answered by placing a phone call to VADAR's technical department. He also spoke to the Accounting Officer in Becket regarding their software and she is willing to give him a demonstration. He would like to go through a yearend process before making a decision on changing software.
22. The Board along with S. Brazee conducted a 45 day review of Accounting Officer D. Parnell.
23. The Selectmen's meeting was suspended at 7:45 to begin the Board of Health meeting.

Approved: _____

Date: _____

Approved: _____

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