

Selectmen's Meeting Minutes

November 8, 2010

1. J. Huebner called the meeting to order at 7:05. J. Huebner, R. Borgnis and S. Lennon present.
2. J. Huebner motioned to accept the November 8th minutes and addendums. S. Lennon seconded. Motioned passed unanimously.
3. K. Walles informed the Board that he had taken photos of approximately 40 rail road ties laying very close to the brook by lower Valley Road. He contacted CFX months ago to report the presence of blacktop and rail road ties but the ties have not yet been removed. He left a message on the answering machine but has not received a response. He is contacting the DEP.
4. L. Peltier informed the Board she was present to answer any questions regarding the DPW.
5. J. Hostetter informed the Board that the amount of the Berkshire Eagle bill will put the Selectmen's expense account into a negative balance. The Board will approve the warrant and ask S. Brazee to transfer fund to cover the balance.
6. J. Huebner informed the Board that the quote for the administrative computer came in under budget. J. Heubner motioned to accept J. Less quote for the administrative assistance computer, equipment and software. R. Borgnis seconded . Motioned passed unanimously.
7. J. Hostetter updated the Board on the progress of fiscal year 2009 Annual Report also asking for verification on review of first print prior to all report being printed. The previous request for review from the Finance committee is no longer necessary but the Board of Selectmen will conduct a review.
8. V. Bird reported that as health agent for three towns she had received, through granting, three laptops and four desktops for the Boards of Health and asked if Washington had received one. The current Board of Health members were not aware on one. V. Bird to check records.
9. L. Peltier inquired into the \$2600.00 budget for the administrative assistant computer wondering why it was so high. R. Borgnis explained that it is a package of printer, scanner and computer which requires a large internal and external hard drive to store scans of prior minutes.

Action items.

10. S. Lennon reported that he has a call into town counsel regarding broad band vote.
11. J. Hostetter reported that the insurance procedure draft has not been completed as there are unresolved issues. J. Huebner would like to see what processes have been decided and TBD on those needed to be defined.
12. J. Heubner reported that town counsel confirmed that performance reviews need to be done in open meeting. J. Hostetter to be reviewed November 15th.
13. The Board reviewed the Highway department garage door bid. J. Heubner motioned to accept Patricia Mullins bid package and also have her submit the notice to Central Register using Monday December 6th at 8:00 a.m. as bid open date with a pre bid conference at the Town Garage on November 29, 2010 at 1:00 p.m. R. Borgnis mentioned in addition to bid package, prevailing wage rate has to be provided.
14. USDA Civil Rights compliance requires a vulnerability assessment and emergency action plan for the town. J. Huebner to ask S. Brazee about the self assessment tool.
15. J. Huebner motioned to nominate himself as member of Board of Health. S. Lennon seconded. Motioned

passed unanimously.

16. J. Huebner motioned to nominate himself as chairman of the Board of Health. S. Lennon seconded. Motioned passed after ICS course discussion with V. Bird. R. Borgnis opposing.
17. The Board of Selectmen adjourned the Selectmen meeting to begin the Board of Health meeting at 7:55 p.m.
18. The Selectmen's meeting resumed for the joint Capital Asset meeting.

Capital Asset meeting

19. J. Huebner asked the Finance Committee if there were any comments regarding the October 14th Capital Asset meeting minutes. No changes proposed.
20. J. Huebner submitted the resurfacing of Washington Mountain Road and creation of a master plan for the town to the BRP Master Plan. The Board discussed with R. Spencer parties involved in the creation of the towns master plan. S. Connors asked if Washington Mountain Road was on the reconstruction list and the age of the town roller. D. Fish discussed with P. Borgnis and the Board chip sealing Washington Mountain Road.
21. J. Huebner informed the Board that he had received weight limit request from some residence. D. Fish, S. Connors, L. Larson and V. Breen discussed current weight limit on the bridges, types of vehicles involved in the complaint, refusal of delivery on weight limit roads, DOT enforcement, exceptions to weight limit. V. Breen explained the process of gathering signatures of residence and then petition MA Highway. P. Borgnis commented that Ma Highway concern criteria is safety, densely residential and narrow road width rather than wear and tear concerns.
22. The Board discussed with D. Fish, R. Borgnis, S. Connor, K. Walls, D. Weissbrod, L. Larson, R. Spencer and P. Clerk bridge repair, adding bridges repair to master plan, weight limits, engineering studies and prior strap grant process. J. Huebner and D. Fish to conduct a bridge inventory, then a state and town classification can be made.
23. D. Fish reported that he wrote up HVAC maintenance bid requests and dropped the off.
24. J. Huebner reported that the running out of fuel at the Town Hall was a result of the supplier missing a prescheduled delivery.
25. R. Borgnis reported that there is nothing new to report on the Nursing Home and Brownfield plan. The Board in answering S. Connors question regarding the plan and time line, stated that contamination determination needs to be completed before anything can be done, whether it's sale, demolition or development.
26. The Board discussed Eden Glenn, damn swimming hole and previous cloud burst flooding with P. Clerk, S. Connor, D. Fish, R. Spencer, K. Walls and L. Larson. P. Clerk reported that a geometric configuration of the site from a surveyor to determine the hydraulic problem is required. J. Hostetter to provide P. Clark with the Depot Brook observations and considerations report filed with the December 2008 Conservation Commission meeting minutes. R. Borgnis recommended the BRPC become part of the hazard mitigation plan.
27. The Board asked D. Fish to report on the progress of the exterior lighting at the Town Hall. Universal Electric has not returned to fix the lighting. D. Fish will follow up. R. Borgnis answering R. Spencer inquiry into the lighting at the Transfer Station reported that K. Sharp is having a street lamp installed.
28. J. Hostetter reported that the town hall space utilization questionnaire has not gone out yet.

29. RFP for garage doors will be posted tomorrow.
30. J. Huebner reported that the updated inventory is almost complete. R. Spencer, R. Borgnis and V. Breen discussed the cost and insurance of the new cruiser. V. Breen reported that S. Brazee has added it to the insurance list.
31. The Board along with R. Spencer , L. Fox, J. Hostetter and D. Fish discussed the 8 year road plan.
32. The Board along with the R. Spencer, S. Connor and K. Walls discussed the Planning Board's draft for installation of small residential windmill, the current by right special permit process and the request for the bylaws to promote green community initiative.
33. R. Spencer discussed with the Board and D. Fish, the Finance Committee request a discussion and schedule for realistic replacement of the Highway Department trucks. Further discussion during the next Capital Asset meeting scheduled for January 10th at 8:00 p.m.
34. R. Spencer informed the Board that the Town is now certified and the Town is eligible to donate an additional \$1400.00 to the Library. R. Spencer to check with S. Brazee on fund availability.
35. The Board discussed attorney's for Aulusio lawsuit request for information.
37. Michelle Beemer informed the Board that the Canterbury add in the Tracks was paid for and the money was given to S. Brazee for deposit into the general fund. She also verified that all previous advertising commitments have been met.
38. L. Fox commended the Board on the partial exterior town hall lighting and the benefit it will have to the elderly when it's complete. She also commended the Board on the janitorial service and express her approval of J. Hostetter.
39. S. Lennon motioned to adjourn at 9:00. J. Huebner seconded. Motioned passed unanimously.

Approved:_____

Approved:_____

Approved:_____

Board of Health Meeting Minutes

November 8, 2010

1. The Board of Health meeting began at 7:56. J. Huebner, S. Lennon and R. Borgnis present.
2. J. Huebner motioned to accept the November 1st minutes as written including the addendum. S. Lennon seconded. Motioned passed unanimously.
3. The Board discussed with V. Bird, D. Fish, L. Peltier and K. Walls, each location of the Highway Superintendents' beaver permit requests for Lower Valley Road near the L'Hote property, Cross Place Road near culvert, Upper Cross Place Road, Upper Valley Road near Willis property, Simmons Road near guard rails, West Branch Road at 3rd stream crossing and Watson Road near Peltier property. V. Bird

presented pictures of each location and referring to the state guidance for the Board of Health recommend trying maintenance to all locations before trapping. J. Huebner expressed concerns of ignoring the Highway Superintendent recommendations with the winter season almost upon us and potential injury acknowledging the need for long term plans for these locations. S. Lennon read aloud the emergency permit section from the state guidance handout. L. Peltier mentioned that it is currently beaver trapping season and suggested taking that course of action rather than emergency permitting. L. Peltier discussed with D. Fish the current permit shortcomings in not covering maintenance to these locations and the need for a bundled notice of intent. J. Huebner requested to L. Peltier that the Conservation Commission work with the Highway Superintendent on making sure he has the proper permit to cover any required maintenance to these areas. The emergency permit was issued.

4. L. Fox commented on November 1st meeting discussion between the Board and V. Bird on issuing permits stating the requirement to receive payments and verifying all taxes have been paid prior to issuing licenses.
5. J. Huebner motioned to close the Board of Health meeting at . S. Lennon seconded. Motion passed unanimously.