

Town Of Washington Selectmen's Meeting 10/25/2010

1. J. Huebner called the meeting to order at 7:00. J. Huebner, S. Lennon and R. Borgnis present.
2. J. Heubner Motioned to approve the minutes including amendments of 10/14 and minutes including amendments of 10/18. S Lennon seconded. Motioned passed unanimously.
3. Jacek Orzol inquired into zoning laws and bylaws with regards to operating a farm in town. J. Orzol to accesses zoning laws on town website.
4. E. Bond provided the Board with pictures of the Old School House to post on the bulletin board.
5. R. Borgnis informed the board of that a section of the ceiling in the stage area appears to be coming down. The Board asked E. Bond to take a look at it. Ed to cover the hole with plywood.
Action Item
6. The Board discussed with D. Fish, S. Brazee and V. Breen the accident at the Town Park and the letter from Campoli and Montlone claiming personal injury to their client. D. Fish will give S. Brazee a copy of the accident report. V. Breen will get a copy of the crash report and talk to the Commander. S. Brazee will respond to the request from Campoli providing the town's insurance information. J. Hostetter to provide D. Fish with all minutes past and future referring to the accident. J. Hostetter to write up a draft of an internal procedure, paperwork flow regarding accidents involving a town employees. **Action Item**
7. R. Borgnis read the stumpage fee portion of Chapter 59 Section 5D which initiated the request to the Commissioner of Public Works & Utilities in Pittsfield requesting revenue amounts received since 2005 from lumber sales. R. Borgnis requested from S. Brazee stumpage fees received for the same time period from both the City of Pittsfield and the Commonwealth. **Action Item**
8. The Board discussed with S. Brazee the Cultural Council fund disbursement of the Arts Lottery annual grant. S. Brazee informed inform the Board that since the grant is sent under the town FID number Mass General Law requires the treasure to disburse the funds. The Board inquired into the frequency of warrant preparation. S. Brazee currently prepares one a month. The Board discussed with S. Brazee and D. Fish changing the warrant frequency with the new Accounting Officer.
Action Item
9. D. Fish confirmed that the three thousand dollar credit from LB was a result of the drop in cost of ash fault during Frost Road resurfacing. D. Fish also informed the Board of the return of a drag box to the town of Hinsdale and disposed of more unused stuff at the Transfer Station.
10. The Board discussed and determined there is not a need for internet access at the Transfer Station.
11. J. Huebner read correspondence from James Stankiewicz of the Central Berkshire Regional School District requested a meeting with the Board on November 1st. The Board will propose changing the date to November 8th.
12. V. Breen reported on his meeting with Mr. Swale regarding the Boards desire to lock the gates open until the Town has a meeting. Mr. Swale is having the gates removed. The Board decided to mail the previously drafted letter to Mayor James Ruberto regardless of Mr. Swale decision.
13. R. Borgnis entered into the record receipt of \$35.00 from Building Inspector.
14. The Board along with R. Spencer discussed the Administrative Assistance printer.
15. E. Bond informed the Board that Parks Committee decided to help support the Keator's Pumpkin Walk both out their budget and with their time learning the process so the town can continue having the event if the Keator's retire. R. Borgnis, E. Bond and R. Spencer discussed the volunteer's rolls before, during and after the event.
16. The Board discussed along with J. Spencer, Chapter 61 and the procedures if the land comes out of chapter for development or sale.

17. J. Huebner informed the Board of his correspondence with VADAR informing them of the new Accounting Officer hire and inquired into software training for the new hire as well as J. Boudreau. Awaiting response. **Action Item**
18. R. Borgnis stated that there is nothing new with EECBG.
19. J. Huebner informed the Board of the Berkshire Regional Planning meeting.
20. J. Huebner read A. Mikaniewicz's notification that the existing Fire Fighters list will be replaced with a new eligible list around September 1st. The Board discussed P. Mikaniewicz's appointment.
21. J. Huebner read BRPC notification of Energy Performance Information Workshops. RSVP required.
22. J. Huebner informed the Board of the USDA civil rights compliance action taken to date. D. Fish submitted to two town employees a questionnaire on town treatment of them as employees. Provided sample letter to J. Hostetter for mailing to at least 5 community members or organizations meeting specified qualifications. Discrimination notice was posted on town website, Town Hall and at Highway Garage. **Action Item**
23. The Board discussed the performance appraisal format and usage. Received input from B. Phillips. R. Borgnis. Decision to be made on adjusting format for supervisor. D. Parnell and J. Hostetter as new hires to be reviewed 45 days from start date. All other town employee who work with the Board to be reviewed beginning in March. **Action Item**
24. R. Borgnis submitted to J. Huebner past executive minutes to be reviewed for possible release. R. Borgnis motioned to release executive minutes from April 26, 1982 lawsuit Washington vs. CBRSD. S. Lennon seconded. Motioned passed unanimously.
25. R. Borgnis review incoming email with the rest of the Board regarding the request for a new street light at the Transfer Station. **Carryover Action Item**
26. J. Huebner to check with S. Brazee on insurance bill payment. Insurance issues due to lack of clarity into responsibility. J. Huebner motioned to have the Treasurer, who is responsible for all town assets, also be responsible for maintaining insurance payments and correspondence. S. Lennon seconded. Board discussed job description change including keeping a list of all coverage's, conforming to the law and obtaining quotes. Discussion was tabled until next meeting. **Action Item**
27. The Board forwarding to the Assessors for review, maps from the US Census Bureau outlining the town boundaries. **Action Item**
28. J. Hostetter to contact Tracks, adding property owner Jacek Orzol to the mailing list.
29. R. Borgnis motioned to release Roadhouse executive minutes of 1990, 1991, 1992, 1993, 1994 and 1995. S. Lennon seconded. Motioned passed unanimously.
30. R. Borgnis motioned to release executive minutes of Hinkley lawsuit of January 18, 1988, June 1, 1992 and April 6, 1987. S. Lennon seconded. Motioned passed unanimously.
31. R. Borgnis motioned to release executive minutes dated September 11, 1995 regarding Jeff Bartel. S. Lennon seconded. Motioned passed unanimously.
32. R. Borgnis motioned to release executive minutes of November 30, 1981 in regards to Claire Buteau. J. Huebner seconded. Motioned passed unanimously.
33. J. Huebner motioned to release executive minutes of January 31, 1982. R. Borgnis seconded. Motioned passed unanimously.
34. R. Borgnis motioned to release executive minutes of November 14, 1983. J. Huebner seconded. Motioned passed unanimously.

35. J. Huebner motioned to release executive minutes of April 14, 1983. S. Lennon seconded. Motioned passed unanimously.
36. R. Borgnis motioned to release executive minutes of May 7, 1982 regarding litigation with Berkshire Regional School District. J. Huebner seconded. Motioned passed unanimously.
37. J. Huebner read the retail liquor licenses renewal application guideline deadline is April 30, 2011. R. Borgnis and J. Hostetter will go through current licenses to compile list.
38. R. Borgnis entered receipt of \$500.00 from Head Start.
39. V. Breen informed the Board that the background check on d. Parnell was clear.
40. S. Lennon motioned to adjourn at 8:30. J. Huebner seconded. Motioned passed unanimously.

Approved: _____

Approved: _____

Approved: _____

OPEN ACTION ITEMS from 10/25/2010

- Ed Bond to repair hole in stage area
- D. Fish will give S. Brazee a copy of the accident report. V. Breen will get a copy of the crash report and talk to the Commander. S. Brazee will respond to the request from Campoli J. Hostetter to provide D. Fish with Minutes.
- R. Borgnis requested from Commissioner of Public Works & Utilities in Pittsfield revenue amounts received since 2005 from lumber sales. and from S. Brazee stumpage fees received for the same time period from both the City of Pittsfield and the Commonwealth.
- J. Hostetter mailing of sample letter to at least 5 community members or organizations .
- 45 day review D. Parnell and J. Hostetter and performance appraisal format and usage.
- Responsible for maintaining insurance payments and correspondence and procedure write up.
- Assessors for review, maps from the US Census Bureau