

Town of Washington Board of Selectmen's Meeting – February 27, 2012

1. J. Huebner called the meeting to order at 7:04 pm. J. Huebner, S. Lennon and M. Case present.
2. The Pledge of Allegiance was recited.
3. J. Huebner motioned to approve the minutes of February 13, 2012 as written. M. Case seconded the motion and the motion passed by unanimous vote.
4. R. Spencer discussed with the Board the one-time payment to the Accounting Officer that will be an article on the Special Town Meeting Warrant. It was decided that the payment can be made now using funds from the Accounting Officer account with the short fall to be made up after the STM. R. Spencer also discussed with the Board the accounting software proposal submitted by D. Parnell with a decision that the Town should invest the \$16,300 dollars to purchase the software and pay \$3,200 dollars in maintenance fees. R. Spencer asked the Board who will be authorized to sign checks after S. Brazee is gone. The Board informed R. Spencer that S. Brazee had agreed to stay on until the end of March adding that a replacement should be found by then. J. Huebner asked R. Spencer if he would like to join the interview panel. R. Spencer stated that he would.
5. J. Huebner asked the Board if they had an opportunity to read the email from CTC regarding selling to the Town net metering credits. CTC is looking for a way to sell their tax credits. After discussion it was decided that the Board would invite a representative from CTC to attend the March 12th or 19th Selectmen's meeting to discuss the matter. R. Spencer stated that the Town should talk to CTC about installing a solar array adding that the property behind the park would be a good place for an array adding that he Rail Road would need to grant access for that to happen.
6. J. Huebner informed the Board that he had contacted BCRP regarding the TIP Project to ask if the Town needed to do anything further. The three projects are listed and no further action is required.
7. J. Huebner filled out the MAPC's Impact of Municipal Health Insurance Law (Chapter 69 of the Acts of 2011) survey asking if the Town has adopted Section 21 of Chapter 32B and that the Town does not think that it will vote to adopt. J. Hostetter will fax the survey.
8. J. Huebner entered into the record that he had been contacted by Ma Division of Capital Asset Management regarding the Notice of Violation issued to BCC reporting that extensive work has begun. J. Huebner added that he has not heard from Health Agent V. Bird if the work is completed. J. Huebner confirmed with J. Hostetter that the Town has not heard back from the Diehl property.
9. J. Nelson informed the Board that all the Town needs to do is sign the invoices that BRPC will send them in which starts the process. J. Nelson added that the Town has received fifty percent of the grant and there is no more money due as this moment. J. Nelson then reported that grant will not cover a new roof, DOER may approve additional insulation but the Town would have to pay for a new membrane. The Board discussed if the Town should do going forward with applying stucco, contributing funds to complete the original wood insulation proposal. R. Spencer suggested using the remainder of the grant to insulate only a portion of the building. After further on discussion on various types of siding, J. Huebner asked J. Nelson to discuss with Melissa Provencher revising the RFP to include only the west, east and south side asking that a new RFP be completed this week. J. Nelson expressed that the BRPC is limiting their involvement as there is an unbilled invoices totaling over 12,000. J. Huebner stated that the grant will pay for a portion and the Town will pay the difference adding that had been established months ago. J. Hostetter suggested that J. Nelson work on the RFP under employment of the Town and not BRPC. J. Nelson will pull the RFP this week and see what needs to be done.
10. J. Huebner confirmed with J. Hostetter that he RFP for the Eden Glen hydraulic study has been submitted

to both the Berkshire Eagle and the Central Register and that bids will close March 26, 2012

14. J. Huebner disclosed for the record and to his fellow Selectmen that he has been in contact with the State Ethics Commission regarding whether P. Clark can bid on the Eden Glen Project. If P. Clark applies for an exemption to the Board and notifies the Town Clerk and satisfies certain conditions he can bid. J. Huebner added that R. Peltier did a lot of volunteer work on the boiler project but did not bid because he thought that because he held a position with the Town he could not. J. Huebner then stated that it is crazy that people who volunteer their time cannot bid on projects.
15. J. Huebner informed the Board that J. Barry will be here on the twenty first at 7:00 PM to discuss details about the Green Communities project.
16. D. Fish reported that M. Newton has been sick for several weeks and will probably be out for a few months more. D. Fish also informed the Board that he has been using H. Ketchum on a day to day basis and requested guidance from the Board as the paperwork is not black and white clear. M. Case asked that M. Newton filed a medical leave of absence form. D. Fish said he had not but he is still in the probation period and has not obtained the required licenses. After further discussion the Board determined that M. Newton needs to submit leave paperwork and asked J. Hostetter to send the Newton's a card and check the personal policy. The Board asked D. Fish to determine if M. Newton would have successfully completed his probationary period for further discussion next week. The Board confirmed with D. Fish that he has help available if needed. D. Fish reiterated that H. Ketchum is available and being used on day to day basis as needed.
17. J. Huebner called The Classification Hearing into session at 7:36 PM. J. Huebner read aloud the Assessors report which stated that the following document is the current information regarding the Fiscal Year 2012 interim certification and that on January 18th, 2012 the Board of Assessors received approval of the town's assessed value forms LA-3, LA-4, LA-13 and LA-15 by the Department of Revenue/Bureau of Local Assessment. There was discussion the Residential Exemption and Small Commercial Exemption with S. Connor stating that in view of the nature of the town, he does not see the benefit to apply the exemption, splitting the tax base. J. Huebner in hearing no motion to make any changes to the tax classification motioned to approve the report and the tax classification for the year. S. Lennon seconded the motion. There was discussion on how Washington compares to neighboring towns, the thirty two cents increase of Fiscal Year 2011, land 130 and chapter 60, 61A and 61B. J. Huebner explained the increase in due to the tax base and not projected costs. K. Avalle explained that chapter 61A and 61B is classified commercial whereas land 130 is regular land adding that the Town lost a lot of value with many properties going into chapter status. Without further discussion the motioned passed by unanimous vote.
18. K. Avalle requested that 2x4 board supports be installed under the Assessors copy machine. B. Phillips requested that the Tax Collectors office the same color as the new Treasurers office.
19. Chief Breen informed the Board that he will not be able to be present in the Constable capacity for the Presidential Primary as he will be in Boston for VSO training adding that it is required that a constable or Police Officer be present. The Board discussed the options with V. Breen. S. Lennon will check to see if he can get the time off from Williams College. There was discussion on the previous amount of constables with J. Huebner stating that the new Treasurers will be asked to check into the insurance. J. Huebner will put it on next week's agenda for further discussion.
20. A. Mikaniewicz confirmed that J. Hostetter will act as Warden during the Presidential Primary.
21. J. Huebner asked D. Fish if he wanted to attend the MEMA training on March 2, 2012 in Agawam adding that P. Mikaniewicz is attending the advance training and suggested either D. Fish or V. Breen attend the Basic Resource Management course. D. Fish believes that he had already taken the course but will check and get back to the Board.

22. J. Huebner informed the Board that BRPC is having a fifth Thursday event on March 29th on Local Permitting of Solar Photovoltaic Projects at Mazzeo's Restaurant from 5:30 PM to 9:30 PM.
23. J. Huebner informed D. Fish that the Town received another email regarding the October snow storm but S. Brazee stated that the Town already got paid. D. Fish reported that he was on the phone with them today.
24. C. Breen informed the Board that he has to find coverage for the Bus Driver responsibility on March 6th, 7th and 8th while he is in Boston training. It was determined the M. Case would drive the bus if the Highway Department was busy with the roads.
25. J. Huebner asked if D. Fish if the Town has anything to be concerned about the National Bridge Inspection Standards for Lower Valley Depot Brook Flood Inspection Report. There was discussion on the TIP List with D. Fish stating that he does not understand why it is on the TIP list or how it got there.
26. J. Huebner acknowledged receipt of the Massachusetts Municipal Association notification of the creation of a Municipal Energy Group for local Officials working in the area of energy efficiency. The first meeting of the group is Thursday March 1, 2012 in Wilmington Massachusetts.
27. J. Huebner acknowledged receipt of the MPPA Brown Lunch Series EVENT Reminder for Monday, March 5, 2012 at the Southwick Town Hall.
28. J. Huebner informed the Board of the MMMA & MPPA Joint Professional Development Workshop on March 15th in Wrentham.
29. J. Huebner acknowledged receipt of notification of Title Inspector Certification Training in Wilmington, Workmen's Compensation Litigation and Case Law tomorrow morning.
30. J. Huebner motioned to accept the Selectmen's Monthly Letter submission to the tracks. M. Case seconded the motion and the vote passed by unanimous vote.
31. After discussion with S. Brazee and D. Spencer the Board determined that the Board, D. Spencer and S. Brazee will sit on the Treasurer Position Interview panel. B. Phillips will be asked.
32. The Board discussed the October storm MEMA filing with S. Brazee and D. Fish. J. Huebner will forward the information to S. Brazee.
33. J. Huebner acknowledged receipt of the MA DOR letter sent to the Board regarding the non-filing Schedule A. J. Huebner will check with D. Parnell.
34. The Board confirmed that S. Brazee will continue with Payroll for the next three weeks.
35. J. Huebner informed the Board that he had asked J. Hostetter to send the Diehl's regarding the Notice of Violation giving them two additional weeks before legal action is taken.
36. The Board addressed S. Brazee requested for an executive session to discuss HR issues before she leaves. J. Huebner read the Executive Session guidelines and determined that the discussion had to occur in public forum adding that he understands why she would want to discuss HR items in public but stated that if people want to leave to offer privacy it was their choice.
37. The Board confirmed with R. Spencer that there will be a budget discussion on second Monday in March.
38. The Board confirmed that Chief Breen should get paid for the holiday only and not vacation.
39. The Board discussed with S. Brazee the behavior of a Town employee with the Board thinking of having an

Executive Session to review the conduct. The Board will do some fact find before a decision is made.

- 40. The Board determined that the Treasurers interviews will occur on March 7, 2012 beginning at 5:30 in half hour interviews.
- 41. J. Huebner motioned to adjourn the Selectmen's meeting at 9:02 PM. M. Case seconded the motion. The motion passed by unanimous vote.

Approved: _____

Date: _____

Approved: _____

Approved: _____

Submitted by J. Hostetter