

Town of Washington Selectmen's Meeting – June 25, 2012

1. S. Lennon called the meeting to order at 7:00pm. S. Lennon and M. Case were in attendance for the Board.
2. M. Case led all in the Pledge of Allegiance.
3. S. Lennon made a motion to accept the minutes from 6/18 as written. M. Case seconded and the vote to accept the minutes was unanimous.
4. Chief Breen addressed the Board to tell them that he had received a complaint from Mr. and Mrs. Rockoff on Upper Valley Road about the heavy truck traffic on that road. After discussion Chief Breen and the Board agreed that this traffic was usual and customary for the business situated there, that this business was fully permitted with a "right to commerce" and that there were no grounds to take action against said business. Chief Breen also told the Board that he had peacefully settled the camp -out on Watson Road. He has no news yet on the school bus purchase question.
5. Chief Breen submitted his signed performance review application. He understands that the Board will conduct his review at the 7/9 meeting.
6. S. Lennon asked D. Fish for an update on the flooding on Upper Valley Road. D. Fish said that he and his crew had cleared mud and sticks from the culvert. K. Walls confirmed that the road is dry now. CSX and the USDA have signed an agreement to deal with the flooding.
7. S. Lennon asked J. Nelson for an update on the Maplevue procurement process. J. Nelson confirmed that the public notice went live on the Mass Central registry site on 6/20 and was published in the Berkshire Record on 6/22. It is scheduled to appear in the Country Journal on 6/28 and in the Berkshire Eagle on 6/29. Neither J. Hostetter nor J. Nelson has received any requests for the RFP yet.
8. S. Lennon also asked J. Nelson for the status of work on the doors and windows RFP for the Town Hall. J. Nelson had discussed the project with E. Bond and having a better sense of what is needed, will commence work on that RFP next week. She also reported that the EECBG grant closeout will be finalized this week with the refund of \$31,958.08 to DOER. J. Nelson told the Board that final changes requested by D. Parnell had been made to the draft of the letter to DOR for emergency spending and that would be mailed Priority the following day.
9. S. Lennon asked J. Hostetter for an update on the Blotz Road correspondence with Dalton and Hinsdale. She replied that the Town had not yet received any communication from those towns

on our request to limit the vehicle weight on that road. She also reported that no response had been received yet from Dalton and Becket on Washington's proposal that we work jointly to obtain DOT funds to repair Washington MT. Road.

10. S. Lennon asked C. Briggs if she had identified an HR course to help her in that role as part of her work for the Town. She reported that she had not yet located a suitable course but will continue to search for one. C. Briggs said that she has successfully used the remote access to the Town's bank accounts. She has not yet dealt with the Mass. Unemployment question.
11. S. Lennon asked M. Lampro for status on the transfer rates for Covanta vs. Valley. She had spoken with both companies and Covanta's rates were lower. M. Case made a motion that the Town continue to use Covanta for disposal of the Town's trash. S. Lennon seconded and the motion passed unanimously. M. Lampro and D. Parnell have communicated on the record keeping process for the hauling and disposal costs. The process is in writing and is being implemented. J. Huebner has a copy of the process outline. S. Lennon inquired if the Board has signed a contract extension with White Wolf. The Board to take this up next week.
12. J. Hostetter spoke on the status of her work on the phone system reorganization at the request of S. Lennon. She has spoken with Verizon and identified all the available lines into the building. These are: Administrative Assistant, Accounting Officer, Chief of Police, Town Clerk. The Tax Collector and Assessors need to have lines installed. The Accountant has a line problem caused by the fax which needs to be resolved. The Administrative Assistant needs a fax line also. This line would be served by a fax machine to be installed in the old Selectmen's Office and would be available to the other town employees and committees as needed. Regarding the incoming mail procedure, J. Hostetter outlined her process of recording on her accounting spreadsheet all invoices which she passes along to D. Parnell. She reported that appointees' letters have gone out. She is getting responses and updating her data base as they are received. She asked the Town Clerk about her supply of appointment cards. She has received no objections or other feedback on the Board's changing the ATM and election dates. J. Hostetter also reported that she had received a voice mail from Mass. Broadband Initiative to the effect that they would be installing their box at Town Hall in the next 10 business days. MBI knows where to do the installation as they met with S. Nelson, J. Nelson and J. Hostetter one month ago to choose the site for their box. J. Hostetter understands that her performance review will take place next week.
13. D. Fish addressed the Board with an update on his activities. He reported that his new hire Adam Southard is working out very well. The Chief would like to go ahead with his CORI check if the Board gives permission. D. Fish and P. Clark went to the Westfield Wild and Scenic meeting last week in Middlefield. He reported that WWS is still interested in getting involved in our Eden Glen project and willing to raise funds to help the Town out with that work.. He has clearance from the Conservation Commission to do Upper Valley Road culvert liner. He has not yet requested unpaved roads standards from Cathy Stevens of DOT.

14. D. Grillon addressed the Board to thank them, D. Fish and Craig Willis for straightening out the monument so promptly on the Mountain Road. As Sexton and resident he was very grateful for this preservation effort.
15. S. Lennon reported that there were no developments with the personnel handbook to report. S He also announced that there will be no Selectmen's meeting next week on 7/2 and that a Capital Assets meeting has been scheduled for 7/16 and a Board of Health meeting for 7/23.
16. M. Case said that he had contacted Senator Ben Downing's office and thanked them for the 6/18 Coffee Hour. They thanked the Town for the opportunity to meet with residents and hear their issues and interests.
17. M. Case made a motion to adjourn the Selectmen's meeting at 7:35. It was seconded by S. Lennon and the vote to adjourn was unanimous. M. Case turned the podium over to E. Bond for the Special Town Meeting.

Approved _____ Date _____

Approved _____

Approved _____

Minutes taken by J.Nelson