

Town of Washington Board of Selectmen's Meeting – October 28, 2013

1. J. Huebner called the Meeting to order at 7:01 pm. Attending for the Board were J. Huebner, S. Lennon and M. Case.
2. J. Huebner made a motion to accept the minutes of October 21, 2013. M. Case seconded the motion and the vote to accept was unanimous.
3. J. Huebner made a motion to accept the Monthly Selectmen's Letter for October. M. Case seconded and the vote to accept was unanimous.
4. On the subject of tree removal at the Drugmand's property and Mr. Bolduc's bill to the Town for this work, J. Huebner reported that he had done some investigating. Mr. Bolduc told him that he had cut 24 trees as requested by the Drugmands. He invoiced the Town for \$2,300 on that basis. Phil Clark told J. Huebner that in addition to clearing some brush and cutting the removed trees into firewood, he had only approved the cutting of nine trees on the Drugmand's property. That is the number specified in his remediation plan. Only nine trees were marked for removal. Apparently the Drugmands had another 15 removed. More than half of Mr. Bolduc's work was done at the request of the Drugmands. The Board agreed that it was fair to compensate Mr. Bolduc for the work done. However, in order to protect the Town's interests and to achieve a fair settlement of the Drugmand's remediation, the Board agreed that further discussion with the Drugmands was needed.
5. D. Spencer told the board that we need to discuss the Winter Roads budget next week. We will have to shift some highway funds so that we cover Winter Roads.
6. Heidi Nugent asked the Board if some of the wooden chairs in the Auditorium can be put back into storage. There are more than the Board normally needs and the chairs get in the way of her yoga class and other exercise classes that use the room. She also asked to place an unused file cabinet at the back of the Auditorium to store yoga equipment. The Board was happy to grant her request. She inquired briefly about the Board's rumored plans to do a major upgrading of the kitchen. The Board denied this. Mr. Lennon and the Town Hall Usage Committee will work on storing the chairs and clarifying what is needed for the kitchen.
7. M. Case reported that he attended the DOT culvert site visit up on Washington Mountain Road (WMR) last week. In addition to DOT, the National Park Service, DCR and Westfield Wild & Scenic were all there. M. Case said that all of the attending organizations were very positive about the proposed culvert plans. The DOT representative said that no matter what is done to the culverts, it will be an improvement. They are committed to pushing this work along as part of the larger

reconstruction of WMR. They acknowledged that the Secretary of Transportation said that WMR is a priority project. They plan to go out to bid in December for work in the Spring/Summer.

8. J. Huebner asked D. Fish for his update on the highway department. D. Fish reported that he had no response from Comer Contracting to the Board's letter on the chip sealing failure and our demand for remediation. The woman working on the Notice of Intent has still not managed to meet with him. That was supposed to happen last week, but she cancelled. He has no word from Westfield Wild & Scenic about a plan for the permanent Cross Place bridge. He said that he too was at the DOT culvert site visit last week. The culvert by the old school house will be an arch. He was very glad to hear that both culverts will be twice the size that they are now. J. Huebner told him about a course to be given by our insurance company on "Success as a Foreman". J. Huebner asked if the highway department budgeted for boots for the crew. D. Fish replied that it did. He was told to make certain that was in writing in the budget and was not abused. D. Fish told the board that all Town trucks are ready for winter and extra salt has been stockpiled.
9. J. Huebner reported receiving a letter from the DCR advising that the Town will eventually receive \$1,340.57 when the forest harvesting on Watson Road is completed and the payments from the forester are collected. We will be paid in the fiscal year the monies are collected.
10. The Board received notice that the Cultural Council grant for this fall will be \$ 4,250. J. Huebner signed the contract for the grant.
11. K. Walls inquired about the status of the new school van. The Board told him that the bond has been made and that delivery is expected next week.
12. J. Hostetter told the board that J. Les has installed Dreamweaver software on her computer and will instruct her on managing the Town web site. She does not believe that we will need any additional work from J. Les on the site at this time. He has already done the basic reorganization needed. J. Nelson told the Board that she had been in touch with WMECO about their rebate program for towns that replace incandescent light bulbs with LED lighting. The Board asked her to arrange with Ed Bond to get a quote from Bland Electric on the project. She also reviewed the salary survey form sent by the Mass. Municipal Association with the MMA and passed it on to G. Grogan to complete. J. Hostetter will arrange for Woolover to repair the roof leak outside the Assessors' Office. E. Bond to supervise the work. G. Grogan and D. Parnell to finish the Treasurer job description.
13. D. Parnell told the Board that he has sent the Accounting Officer job description to Jodi. He is also working on the auditor description. He will give some thought to what the annual stipend should be. He mentioned that we should also have an independent

audit. The Board agreed. D. Parnell told the Board that there is a possibility that the request for funding to complete development of low cost municipal accounting software may be submitted to the state again. If it is not funded through a smaller CIC grant request , then perhaps it will be through other funding sources. The approach would be to take the current semi-developed software package, get users to commit, and then go for the money. We can install their software now in its current preliminary state. Dan will look at it first. We could go with the costly SoftRight program as late as March if we have no alternative. J. Huebner tried to contact HCOG regarding software and a stand-in for D. Parnell's vacation, but thinks that they will not be able to help us.

14. The Board discussed the need for a temporary replacement for D. Parnell over his spring vacation. D. Parnell told them that help would only be needed for about a week. He suggested that perhaps G. Grogan could cover for him. D. Parnell told the Board that it should review invoices from anyone who signs off on his own work for the Town before he pays them. The Board agreed.
15. Chief Breen told the Board that the school van is still not on the dealer's lot. He asked what the process will be for paying for the vehicle. The Board told him that we need paperwork from the dealer so that Dan and Glenn can cut and sign checks. M. Case told him to have the inspection of the bus done by the dealer. He told the Board that the Pumpkin Walk drew an estimated 650 attendees. The Board thanked him for his work.
16. J. Huebner reminded the other Board members that their ICS certifications are due to the Treasurer. He asked that an announcement of the sealed bid sale of the old school van be submitted to the November Tracks. J. Hostetter said that she would help G. Grogan with this.
17. He asked the Treasurer for contact information at our insurer so that he could discuss the claims that have been submitted by the Town to date for chip sealing/tar damage. He wants to see the claims to go after Comer Contracting for that money too. G. Grogan told the Board that he has received an invoice for his own security bond as Treasurer. He has given that to D. Parnell.
18. Mr. Ralph Wiley addressed the Board about a power line which he believes will be installed to run across his driveway and along the edge of his airport. Pugzee's Farm is building a house near there on Beach Road. There has been no hearing on this. It would impact his property negatively. His airport is designated an emergency landing field. The Board advised him to contact Mass Aviation or whoever the regulating agency is.
19. J. Huebner commented briefly on the following received correspondence/issues:
 - a. He received a proposal from E. Bond for some renovation work on the kitchen and an invoice for thermostat repair work. The proposal will be carefully reviewed by the Town Hall Useage Committee, focusing on necessity and pricing.

- b. On November 14 there will be a BCBOHA dinner; on November 7 the annual Selectmen's Dinner will take place.
- c. On November 18 and December 9 J. Huebner will be unable to attend the Selectmen's Meeting. A Chair is needed.
- d. Next year we should have Georgette Keator light a ceremonial pumpkin to start the festivities.
- e. The Board received a letter from Mayor Bianci about the Berkshire County Employment Board.
- f. No news on Blotz Road or on the cemetery land from Pittsfield. D. Spencer suggested that when we do get the land transferred, we put it out for bid and log off the wood for the Town's benefit.
- g. The Board received E. Bond's statement of financial interest form for DOR. That is to go to Allison.
- h. A probably meaningless insurance claim form was received from Cook County, IL.
- i. Information on the ISO Building Code was received and will be directed to P. Greene.
- j. A percolation test report was received from Scott Krzanik, our health agent . The tests were successful. The testing was done by Foresight. J. Huebner signed off on the report.

20. J. Huebner made a motion to adjourn at 8:12. S. Lennon seconded the motion and it passed unanimously.

Approved: _____ Date: _____

Approved: _____

Approved: _____

Minutes written by J. Nelson