

## Minutes of the Select Board Meeting, May 9, 2017

Howard Bronstein, Leslie Rule, and Winton Pitcoff were present. The meeting was called to order at 7:02 p.m. The minutes of April 25, 2017 were accepted as amended.

### Select Board Agenda

Appointments and items for Select Board meeting agendas must be received the Wednesday prior to the next scheduled meeting.

### Town Meetings

Aspects of the May 6, 2016 Annual Town Meeting were discussed. It was noted that voting warrant articles in order might prove to be more efficient. The Board discussed scheduling a Special Town Meeting to bring the salaries increased by 1.5% in line with those increased by 3%. FY'17 end of year financial needs, if any, will be addressed, as well. Leslie moved to post a Special Town Meeting for June 27, 2017 at 7:30 p.m. The motion, seconded by Winton, was unanimously approved. The warrant will be signed and posted June 13<sup>th</sup>. The moderator will be asked to attend the June 13<sup>th</sup> meeting to discuss the warrant.

Lew Robbins, Finance Committee Chair, and other members of the Finance Committee agreed the FY'18 salaries increased by 1.5% should be brought into line with those increased by 3%. The difference is less than \$1,200.

The role of the Finance Committee in the budgeting process was discussed with reference to the By-Laws of the Town of Plainfield. Suggested solutions include beginning the budgeting process earlier and meetings with board and committee chairs to include both the Finance Committee and the Select Board. Leslie suggested an All Boards Meeting to discuss the budgeting process. Winton feels it is important for everyone to be comfortable with budgetary discussions and suggestions.

Lew also asked if the Board supports the Finance committee's recommendation that a general salary increase is the cumulative inflation rate for the current and prior two fiscal years, as published by the Bureau of labor Statistics. Additionally, he suggested developing a salary range for each position based on job descriptions and hours of work which can be compared to similar positions in other towns. (The Board is in the process of obtaining and reviewing job descriptions.) It was noted a

consultant was approved for this same purpose in Worthington.

#### Energy Committee

Energy Committee members expressed concerns that \$5,000 is not sufficient to acquire a vehicle for the animal control officer that will meet the requirements of the Fuel Efficient Vehicle Policy, a condition of being a Green Community. The Board will await Jim Barry's response on the matter before agreeing to move forward with the proposed purchase or seek additional funding.

According to the Energy Committee, the Buildings Committee has agreed to participate in the Municipal Energy Technical Assistance Grant (META) program offered through HCOG. Existing Green Communities will receive \$5,000 for assistance with grant applications, procurement processes for grant funded projects, and annual report preparation. HCOG will be contacted prior to signing for a recommendation as to preparing a new document with the \$5,000 figure or editing the current MOU by crossing out and initialing \$7,500 and replacing with \$5,000.

Contract documents for the Designation Grant for LED Lighting Upgrades were signed by the chair.

#### Other Business

Paula reported the Town is covered for renting equipment. MIIA will issue a certificate of insurance for borrowing equipment owned by MTRSD, but requires year, make, model, serial number, value and dates of use. Leslie will obtain an equipment list from Mohawk.

Howard entertained a motion to pay KP Law invoice #111609 in the amount of \$127.65. The motion, moved by Winton and seconded by Leslie, was unanimously approved.

Paula provided an update on the Vocational Education Advisory Committee (VEAC). The committee is in the process of drafting an update to the MTRSD Regional Agreement as it relates to vocational education. A pamphlet detailing VEAC policies is also in the works.

#### Appointment

Winton moved to appoint Elaine Sidney to the Council on Aging for three years. The motion was seconded by Leslie and was unanimously approved.

#### Correspondence

The Board received a notice from MIIA re-defining "vacant" or "vacancy".

WiredWest financials and a request for FY'18 dues were received.

A copy of the Buckland Selectmen's letter to MTRSD School Committee Chair

Martha Thurber in regard to their approval of a one-time payment of \$240,000 to the Town of Heath from the MTRSD Excess and Deficiency fund was received. Charles Kaniecki of Southampton has been elected to represent the Western Tier Pioneer Valley Metropolitan Planning Organization (MPO) Region. Roger Fuller has been elected as alternate member.

Other mail and meeting notices were reviewed.

Warrants were signed.

The meeting adjourned at 8:52 p.m.

Respectfully submitted,

Paula J. King  
Administrative Secretary