

## Minutes of the Select Board Meeting, December 26, 2017

Howard Bronstein and Winton Pitcoff were present; Leslie Rule was absent. The meeting was called to order at 7:02 p.m. The minutes of December 12, 2017 were accepted as submitted.

### Draft RFP for Wage and Salary Plan Grant

Finance Committee Chair Lew Robbins joined the Board to discuss the RFP for the Wage and Salary Classification Plan (Community Compact Grant). Details from Howard's, Winton's, and Lew's versions will be incorporated into the final document which will then be distributed to businesses and consulting firms. The following timetable was agreed upon: 1. Send RFP to firms. 2. February 9<sup>th</sup>: electronic versions of RFP's due. 3. February 13<sup>th</sup>: Board to review submissions and select finalists. 4. March 15<sup>th</sup>: Interviews with finalists to be completed. 5. March 27<sup>th</sup>: Board to select agency. An October 31<sup>st</sup> completion deadline was discussed. Chapter 30B requirements were also discussed and will be confirmed.

FY'19 budget forms were discussed. Capital purchase requests of \$5,000 or greater should be submitted as Special Articles. Lew will provide information on prior years expenditures to assist in preparing FY'19 budgets. Annual reports are due by January 15<sup>th</sup> pursuant to the Bylaws of the Town of Plainfield.

### Resignation

The Board accepted Don Hall's resignation as IT Director with regret and appreciation. The need for a replacement was discussed.

### Other Business

Winton moved to renew Jamie Wooldridge's Class II License for 2018. The motion, seconded by Howard, was approved.

ABCC forms on non-renewal and denoting the estimated population as of July 10, 2018 were signed.

The Cummington Selectboard has unanimously voted to appoint Casey Dwyer as their Animal Control Officer and will share expenses with Plainfield for expenses and classes as proposed.

Federal mileage reimbursement is \$.545 effective January 1, 2018.

Winton will check with Brian regarding ethics/conflict of interest training.

#### Correspondence

Notice for Veterans' Flag Holders/Veterans' Flags from the Upper Pioneer Valley Veterans' Service District was forwarded to Dudley Williams.

A final draft of the conservation restriction(CR) for Jeanne Sargent and Jack Nelson's property was received from Alain Peteroy, FLT. Once the document has been reviewed by the Select Board and the conservation Commission it will be submitted to the Department of Conservation Services for approval.

Eversource provided notice of planned and scheduled vegetation maintenance on the transmission right-of-ways.

Other mail was reviewed.

Warrants were signed.

The meeting adjourned at 8:03 p.m.

Respectfully submitted,

Paula J. King  
Administrative Secretary