

Minutes of the Select Board Meeting, August 14, 2018

Howard Bronstein, Winton Pitcoff, and Hilary Weeks were present. The meeting was called to order at 7:00 p.m. The minutes of July 20, 2018, July 24, 2018, and August 8, 2018 were accepted as submitted.

Appointments/Resignations

Winton moved to reappoint Kimberly Longey as MLP Manager and Brian Hawthorne as MLP Assistant Manager through June 30, 2019. The motion, seconded by Hilary, was unanimously approved.

Winton moved to appoint Susan Pearson to the Council on Aging through June 30, 2021. The motion was seconded by Hilary and unanimously approved. Stephen Bushway's resignation from the Cultural Council was accepted with regret and appreciation.

MLP Update

MLP Manager Kimberly Longey informed the Board of fiber optic progress (report attached). Winton moved to authorize an Intergovernmental Agreement between the Town of Plainfield and WG&E for up to \$11,000 for a project manager. The motion, seconded by Hilary, was unanimously approved. The addition of a project manager will facilitate time sensitive and structurally critical pieces of work taking the pressure off the MLP team for a short period of time.

An unsuccessful attempt was made to seek language changes in Eversource pole hearing petitions. WG&E advised the Plainfield MLP to declare interest in attaching to each pole (where there is interest). (See below for pole hearing date.)

Buildings Committee

Buildings Committee members Claude DuPont, David Alvord, and Jeff Prost and Energy Committee member Conrad Liebenow updated the Board on the Town Hall and Highway Garage. Claude noted the cost to repair the Town Hall vertical lift is \$2,368 while a fine of up to \$5,000 could be levied by the State for failure to inspect the lift biannually for a number of years. The cost to replace the fire escape is estimated at \$10,000 either a wood or metal structure. The upstairs windows and siding on the east side of the building have never been updated. It was also noted vapor barrier was not installed under the Hardy board in other areas of the

building.

The committee asked the Board to consider whether or not to close the upstairs until these repairs can be made. Both David and Jeff agreed the repairs are worth the cost, but the Buildings Committee is faced with other priorities, as well. After being inspected by an engineer in conjunction with a Green Communities energy audit, the Buildings Committee has been informed the Highway Garage structure is not suitable to sustain new roofing provided for at the annual town meeting and the insulation which is to be provided for with Green Communities funds. The building will need to be brought up to code before these projects are initiated. Costs estimates for engineering and repairs are being sought.

Pole Hearing

Pole Hearings for the Eversource petitions on Bow Street and West Hill Road were scheduled for August 28, 2018 at 7:15 p.m. pending confirmation from Eversource.

Wage and Salary Classification Study

Progress in the Wage and Salary Classification Study was discussed. Howard described the process as trying to put a “square peg in a round hole” as Plainfield has only four full-time employees. The Board agreed to ask Don Jacobs to halt the performance management procedures and focus on the deliverables outlined in the contract. Don’s model will be used for employee job descriptions and wage and salary classification. The September 12th employee meeting will be cancelled unless it is for job description purposes. Hilary mentioned the Goals and Objective assignment; Paula will collect any that are submitted. The Board will meet with Don on September 19th at 10:00 a.m. Winton will notify Don of the Board’s decision.

Kimberly Longey voiced her dissatisfaction with employee meetings with Don Jacobs concerning the Wage and Salary Classification Study.

The COA would like the coordinator position to be included Wage and Salary Classification Study. Winton will check with Don Jacobs.

MVP Grant

Howard has scheduled an August 5th kick-off meeting with PVPC Senior Planner Emily Slotnick and the MVP team.

Special Town Meeting

A Special Town Meeting is planned for October 23rd for the following: Police Department budget, Highway Department truck, ADA matching funds, and Town Hall vertical lift repairs. Town By-laws provide for an informational meeting to be held at least seven days prior to any town meeting.

Other Business

An agreement was signed with HCDC to manage the Revolving Septic System Repair Loan Program.

There is a need for space for secure records storage for Town documents. The basement beneath the Town offices was discussed. However, the basement has been very wet due heavy rainfall.

Town Counsel will need to be consulted in reference to an expired variance application. (The municipal law department cannot give advice on the matter.)

There are questions as to how this project, if allowed by default, is to be recorded at the Registry of Deeds. A letter from the property owner's attorney is anticipated. Howard reported on his discussion with the Building Commissioner. Software is available that will handle all aspects of inspection, including plumbing, gas, and electrical.

Correspondence

FY'19 Cherry Sheet revenue is estimated at \$117,665 and assessments at \$1540.

Notice of the Massachusetts Office on Disability's Municipal ADA Improvement Grant was received. The grant requires matching funds. Howard will notify HCDC that Plainfield cannot participate at this time.

The MTRSD Regional Agreement changes approved at the annual town meeting regarding Rowe tuition and vocational education have been approved by the Massachusetts Department of Elementary and Secondary Education.

Other mail was reviewed.

Warrants were signed.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Paula J. King
Administrative Secretary