

## Minutes of the Select Board Meeting, July 13, 2021

Hilary Weeks, Rebecca Coletta, and Patrick Williamson were present. The meeting was called to order at 7:00 p.m. The minutes of June 8<sup>th</sup>, 9<sup>th</sup>, 14<sup>th</sup>, and 22<sup>nd</sup> were accepted as submitted.

### Highway Department

Highway Superintendent Walter Jennings reported the crew has been cleaning in and around the highway garage and the walls of the office have been painted. Roadside mowing is being done. After checking into surplus vehicles, Walter has acquired a Ford Expedition at no cost to the Town.

The 1986 Chevrolet pick-up, the 1995 Ford L800, 1985 Case Loader, and the Volkswagon Jetta will be put out to bid in accordance to M.G.L. Chapter 30B: sec. 15. Sealed bids are due by 10:00 a.m., August 10, 2022 and will be opened at the August 10<sup>th</sup> meeting of the Select Board. The vehicles will be advertised as is, where is.

The wood furnace at the Highway Garage will be advertised on the municipal website as is, where is. It does not function properly and parts are not available as the company has filed bankruptcy.

An advertisement for the open Highway Department position will also appear in the Daily Hampshire Gazette, the Plainfield Post and the Indeed website. The deadline for resumes is 12:00 noon on August 4, 2021 at the Town Offices or Highway Garage.

Walter would also like to have the waterways along the Rte. 116 project ready for paving at the time the MassWorks project is underway. He plans to let the contractor use the area surrounding the garage as storage in exchange for having the driveway apron paved.

The departmental transition is going well.

### Board Reorganization and FY'22 Appointments

The board reorganized for FY'22 as follows: Hilary, chair; procurement officer, Rebecca, clerk, Patrick, FRTA representative.

Hilary moved to appoint/reappoint board and committee members per the attached schedule provided by the Town Clerk; Cultural Council appointments are to be effective September 1, 2021. The motion, seconded by Rebecca, was unanimously

approved.

#### Resignation

Hilary moved to accept Nicole Meehan's resignation from the Board of Health with regret and appreciation for her service. The motion, seconded by Patrick, was unanimously approved.

#### Other Business

IT Grant: Hilary has emailed Allan to see if his computers are OK. NOVUS has installed Microsoft Office on the Highway Department computer.

Hilary moved to take part in the FY21 Community Development Block Grant (CDBG) administered by HCDC. The motion, seconded by Rebecca, was unanimously approved. The application was signed.

Hilary moved to sign the recycling agreement with WM Recycle America LLC for the period beginning July 1, 2021 for one year. The motion, seconded by Rebecca, was unanimously approved. The document was signed.

Hilary moved to pay the KP Law invoice #132211 in the amount of \$37.00. The motion was seconded by Rebecca and was unanimously approved.

The first distribution of ARPA funds were received. Potential projects were suggested such as play structure and basketball court maintenance/improvements.

Other uses for ARPA funds are being researched.

The Board discussed and approved Finance Committee suggestions to the salary increase policy adopted May 25, 2021. Additions to the policy are annual COLA adjustments per Consumer Price Index. Increases are subject to budgetary consideration. Part time employees are defined as those working at 20 hours or more per week.

Rebecca inquired if the Town website might be utilized for meeting postings. It was noted the By-Laws of the Town of Plainfield require meetings to be posted at the Town offices and the Town Hall.

Patrick reminded the Board of the Wednesday, July 14<sup>th</sup> meeting for the MRI consultant report regarding the potential for shared fire services. He will attend. Considerations are the costs of regionalization, the retention of volunteers, and fund raising and grant opportunities. Also, of note, is the question of who will participate in future meetings.

Warrants were signed and mail was reviewed.

The meeting adjourned at 8:52 p.m.

Respectfully submitted, Paula J. King, Administrative Secretary