

Approved 10/3/05

TOWN OF HAMPDEN, MASSACHUSETTS
BOARD OF SELECTMEN/BOARD OF HEALTH

September 20, 2005
7:00 pm

Town House
625 Main Street

Present: James D. Smith, Duane E. Mosier, John D. Flynn
Guests: Doug Farmer, Wilbraham-Hampden Times, Cynthia Bailey

7:00 pm Walk-Ins - Art Booth: Art came in to discuss the issue of the flags on Town property not being properly lit now that the streetlights are turned off. The three locations are in front of town hall, on the town common, and at the corner of Wilbraham Road and Allen Street. Duane Mosier thought the one in front of town hall is on a timer and will investigate the problem with that. This office will also check with MA Electric to see if the light for town common was on a pole with a street light and shut off as a result. The flag at Wilbraham Road and Allen Street will have to be lowered every night and raised in the morning by the Police Department.

Dr. Paul Gagliarducci arrived at 7:15 pm at the invitation of John Flynn. John had asked Dr. G. to stop in at Selectmen's meetings from time to time to discuss issues at hand. James Smith discussed the meeting he attended the previous night for citizens from Wilbraham CCW. One question asked last night, was what if one town agrees to go forward and the other declines, which way will the school project go? Jim suggested this could be a topic at the next meeting. Dr. Gagliarducci is unsure as to how it will be handled.

Dr. Gagliarducci did state that the School Committee is working on a date to meet with both the Hampden and Wilbraham Select Boards. The date for the new school submittal will be 2007.

7:30 pm Financial Management Review Discussion: The Board invited Cliff Bombard, members of Advisory Committee, Tracy Scibaldi and Eva Wiseman in to learn of a proposal by the Department of Local Services to do a review of the town's financial management and offer possible improvements to whatever system is in place. Cliff Bombard, (Town Accountant) Kathy Pessolano and Mike Crowley (both from Advisory Committee) were in attendance at the original meeting when the proposal was discussed with James Smith.

The Town was approached by the Department of Local Services (as requested by the Governor) to see if they could provide any help with the Town's financial management. The department is not looking to audit the town, but rather to review the practices of the town, communication between boards, communications with the general public, and to

also look at our town structure, charter for the town, a town administrator's position, etc. The Board discussed the proposal and think it would be a positive process to undergo.

Cliff Bombard made the point that this is not an audit; as that is something done on a yearly basis and is done separately by an independent auditor. He did offer that this review was just conducted in Granby with very good results. It may offer a blueprint for the future.

Our computer technology is not as well integrated as it could be, between departments; and that is an area that could use some attention (but also requires money to do so).

Kathy Pessolano stated that both members of Advisory (Mike Crowley and Kathy Pessolano, who attended the original presentation) fully endorse the Board's decision to proceed with the review. Kathy remarked that she investigated and was surprised at how many towns and cities have taken advantage of the program.

Items that the Town could ask they focus on are: reimbursement of school transportation, costly state mandates, and county retirement costs.

Items for Discussion:

1. Review of Minutes of September 6, 2005: The minutes were reviewed and a motion was made by Duane Mosier to approve as corrected, seconded by John Flynn. VOTE: All in favor and so voted.
2. Landfill Monitoring Proposal: The Board reviewed a proposal for monitoring at the landfill is a two time a year event, done in the fall and the spring. The total cost for the fall review is \$4420. A motion was made by John Flynn to approve the monitoring proposal by Michael Framarin, second by James Smith. VOTE: All in favor and so voted.
3. Radzicki Property: The Board is in receipt of a letter from property owned by the Radzicki family, which is Chapter 61A, Section 14 property which allows the Town the Right of First Refusal should it go on the market for sale. The Board will find specific criteria for the timeframe in which the Town may have to act on a purchase option. The notice letter sent by the Radzicki's will be copied to the Minnechaug Land Trust.
4. Police Budget: The Board reviewed the Police budget to date and noted that it is right in line where it should be and request that the Chief submit one at the end of each month.
5. Warrant Articles: Two departments submitted warrant articles to the Board for review prior to Special Town Meeting. The Police requested funds for a cruiser, funds for training, and funds for a copier. The Board would like the department to investigate a small copier for occasional use, and continue to use the one housed in the Board of Health office.

The Highway Department requested funding for equipment replacement, road paving projects, storm water drainage replacement and maintenance, building maintenance and bridge maintenance.

The Board will review all requests and determine which will appear on the Warrant for Special Town Meeting. The Board would like to meet with the Advisory Committee on the 26th and at the same time start discussing capital planning. A hearing date must occur by 10/24 in order to comply with State law (two weeks prior to Town Meeting).

6. Gasoline Consumption: James Smith will request that both Police and Highway come up with a contingency plan to account for 30% increase in fuel costs. He would like this for the Board's next meeting so it can be discussed for inclusion in the Warrant.
7. Cell Tower: John Flynn wanted to discuss the status of the tower and to find out when a carrier will be on line. The Board recently received an easement agreement from MA Electric (who now holds the lease) to allow them to do some final utility work prior to the tower being fully operational. The easement agreement is in review by Town Counsel. Once done, the Board will sign off and return the document to MA Electric so they can finish the work required.
8. Lighting, Utilities in the Town House: The Board discussed ways to cut costs of utilities in the Town House and suggested that we check on having lighting sensors installed in the hallways, so lights are not left on and that the thermostat for the upper floor be set back since there is no use of that floor.
9. Potential Warrant Articles for Annual Town Meeting: There was discussion by John Flynn of to the need for a vote at Annual Town Meeting to allow the continuation of the CPA and also posing the question to the voters to allow the polls to open at 7:00 am.
10. TWB Repairs: The boiler work went back out to bid since some of the original information was incorrect. The Selectmen's office has received some inquiries as to the bid process and people are being advised to call Robert Hall Associates, a firm from Agawam who is handling the bid for the School District.
11. Board of Appeals Appointment: As a follow up to Board of Appeals request to have Mark Barba appointed as an alternate member, James Smith will contact Mark Barba as to the status of the agreement between him and the abutting property owner.
12. Flu Clinic: Due to the recent change in staff in the Board of Health office, a review of the preparations necessary to hold the flu clinic needs to be done. In years past, it was done with the help of the COA Director. Debra Kortekamp, from the Board of Health will meet with Becky Moriarty to determine the full scope of the clinic.

The Board finished their discussion of the Financial Management Review and agreed to move forward with the process. A motion was made by John Flynn, seconded by Duane Mosier to have James Smith write a letter asking that the Department of Local Services proceed with the review and to pay particular attention to the following items:

- lack of reimbursement for transportation,
- low Chapter 70 funding for the School District, and

- State mandates that place a huge financial burden on the town of Hampden.

VOTE: All in favor and so voted.

A motion was made by John Flynn to permit the VFW a one day license for alcohol on October 1, October 7 and October 15th for the pavilion from noon to midnight. Second by Duane Mosier. VOTE: All in favor and so voted.

John Flynn discussed the Smart Growth Initiative, being handled by Pioneer Valley Planning Commission. When CPA met they voted to fund the \$680 for matching funds for the project.

Duane Mosier recognized the new playground for the kindergarten students at Green Meadows School and wants to send a letter to the Hampden Cares Group for their work at Green Meadows.

Duane Mosier also noted that we would like a letter sent to the Girl Scouts who planted a flower garden to help landscape the entrance to Green Meadows School.

The Board also wishes to thank the members of the Personnel Committee for their efforts in the search for a new Police Chief.

At 9:10 pm a motion was made by John Flynn to enter into Executive Session for the purpose of discussing IBPO mediation session and the Police Chief's contract without return to Open Session. Seconded by Duane Mosier. VOTE: John Flynn yes, Duane Mosier yes, James Smith yes.

Respectfully submitted:

Pamela B. Courtney
Administrative Assistant

/pbc