

Approved 6/18/07

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

June 11, 2007  
6:30 pm

625 Main Street  
Town House

Present: John D. Flynn, Vincent J. Villamaino  
Absent: Richard R. Green

6:30 pm        Board of Assessors, Diane Hildreth, Norm Charest: The Board of Assessors asked that Tabor Associates (Personnel Consultants) review the description and associated grade level for the Clerk/Assistant to the Board of Assessors, as they feel the job has changed substantially and merits a higher grade level than the current one. Diane stated that the job is more than strictly clerical, as it involves updating the database on a regular basis, and the information that is disseminated from this office serves many departments and requires more than a clerical overview.

There was discussion about funding available for the coming year and the money exists to start an applicant at a higher step within the same grade level. The Assessors will hire based on the funding currently available and work on changing the grade at a later date. John has talked with Personnel and there was discussion about a merit system for raises in the future. This issue will be discussed again at a later date.

7:00 pm        Building Inspector, Lance Trevallion: Lance reviewed the current rates for weights and measures inspections, which are relatively low. He spoke with the inspector in Wilbraham who has agreed to do all inspections in town for a total cost of \$500.00. The Board will change inspection rates to balance out the cost to the Town.

A motion was made by Vinny Villamaino to approve the new rates as they are established by the Building Inspector, seconded by John Flynn. VOTE: All in favor and so voted.

Lance then discussed the driveway apron paving required by the Town and a procedure to ensure the work is done in a timely manner. He would like to charge \$750 in the form of a bond for the driveway permit and in the event the apron does not get paved, the Town could do so and recoup the cost.

A motion was made by Vinny Villamaino to authorize the Building Inspector to collect a bond in the amount of \$750.00 for the permit to install a new driveway, seconded by John Flynn. VOTE: All in favor and so voted.

Lance went on to say that a revision to the General Bylaw may be appropriate and he will research further.

A motion was made by Vinny Villamaino to adjourn the meeting at 8:00 pm and was seconded by John Flynn. VOTE: All in favor and so voted.

Respectfully submitted:

Pamela B. Courtney  
Administrative Assistant

/pbc