

Approved 8/23/10

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

**MINUTES**

July 19, 2010  
6:30 pm

625 Main Street  
Town House

Board Members: John D. Flynn, Richard R. Green, Vincent J. Villamaino  
The meeting was called to order by John Flynn at 6:30 pm.

Town Treasurer, and Town Accountant: Dick Patullo and Cliff Bombard came before the board for a general discussion about borrowing practices and the status of the town's financial position at this time. As has been done in the past any necessary borrowing has been done through the stabilization fund, rather than paying fees on the outside. Dick wanted to ensure that the board was content with that practice continuing. He was assured by the board that this was the best practice. The town's financial position has gone from \$100,000 last year to \$550,000 this year.

There was discussion about the future borrowing for the infrastructure bond and it had been previously determined that the next 3 years borrowing would be \$233,333 per year. In 2014 the infrastructure note will be paid off when the school hits the debt schedule Cliff Bombard discussed the revenues exceeding our expectations for the year. He should have the free cash amount by the end of the week.

John also talked about the need for system back up for computers and suggested he would call the Sumaria group who handles the accountant's and treasurer's software programs.

VFW: Art Booth from the VFW came in at John Flynn's request regarding the proper disposal of flags needing to be retired from service. It was suggested that a receptacle be placed in the town to allow residents to deposit flags to be respectfully disposed of by the VFW. We asked that Tyler Witkop put a notice in the paper letting residents know of the program.

Library Trustee: Ray Andree was scheduled to come in to discuss capital improvements for the library. He was unable to keep his appointment and will be on the agenda for August 3<sup>rd</sup> at 7:00 pm.

Historical Commission: Connie Witt, Al Perusse and Chrissy Cesan came in at the Board's invitation to speak about the present make up of the board; whether members wished to continue in their positions and for how much longer they wished to do so. The other members are Tom Foster and Sally Bryce. There was also discussion about the terms of the existing appointments and John asked that Connie establish the order to best

serve those currently on the board. Once done, the appointment slips will be generated. They should serve 2, 2 and 1. Connie has committed to stay one more year.

Statue Restoration: The board wanted the commission in to discuss the repair and restoration of the statue on our common. Connie had previously investigated this and received quotes which were at the least \$10,000. The gentleman who originally looked at the statue now works on much bigger projects and may not even be available any longer, but Connie will research a possible curator, find someone who can assess the needs for the restoration, as well as possible funding. Connie has discovered some possibly grant money through the "Save our Statues" program. They will also look at submitting for CPA funds. Connie will research who to contact for those capable of repairing the statue. With the time involved with the necessary research, this will allow members plenty of time to get this ready for an ATM warrant article. Connie suggested that it might prove to be a project for an Eagle Scout award, and a Girl Scout Gold award as well. Have the kids help with the research.

Connie will try to get assessment done as to what needs to be done.

Perhaps that could be voted at Special Town Meeting in the fall. That could help with the grant process as well.

Connie then mentioned the new chimneys on Academy Hall and the use of the CPA funds for the project. She fears that they are not "historically correct" and will now research the spending of CPA funds. Rick assured her that Doug Boyd had reviewed the situation and was certain that the funds were used appropriately. Connie will do further research and get back to the board.

Academy Hall: The topic of the roof on Academy Hall was discussed. Jack Morse is in the middle of another project but will be starting on the roof within the next few weeks.

## VOTES

### VFW Permits:

- August 8, 2010: The VFW requested a one day permit for a District Party from 12:00 pm to 12:00 am. A motion was made by Vinnie Villamaino to grant a one day permit to the VFW for a district party from 12:00 pm to 12:00 pm, second by Rick Green. VOTE: All in favor and so voted.
- August 14, 2010: The VFW requested a one day permit for a Benefit Event for Kyle Barton from 12:00 pm to 12:00 am. A motion was made by Vinnie Villamaino to grant a one day permit to the VFW for the benefit from 12:00 pm to 12:00 am, seconded by Rick Green. VOTE: All in favor and so voted.

Selectmen's Office Cabinet: The board reviewed a plan of a storage cabinet as well as the estimate. A motion was made by Vinnie Villamaino to approve the project to be built by Paul Hunter at a cost of \$1,472, seconded by Rick Green. VOTE: All in favor and so voted.

Highway: The board received a letter from Dana Pixley, Highway Superintendent of his plan for vacation from July 24<sup>th</sup> through July 31<sup>st</sup>.

### Police:

- Officer's Return to Work, August 12
- Reserve Academy Hours: The training hours required for Reserve Officers has increased from 170 to 242 starting September 1, 2010. The tuition for the training will be \$1,000 per student officer.
- Flag Pole Information: The ongoing situation with the flag pole cleat heights has been remedied and the police can now continue with the lowering and raising of the flags as has been the practice for years.

### Correspondence/Discussion

- 1) House Move: The house mover hired by Sue Bower has proposed the plan to remove the roof of the house and drop the walls onto the deck to allow the move to proceed without interfering with the utilities, thereby alleviating the need for power outages. The board will wait to hear from Sue Bower and her General Contractor Scott Clarke.
- 2) ZBA Letter of Request: The board submitted a letter of request for the addition of Duane Mosier to their board. The board currently consists of Chris Cesan, Jed Berliner, Dick Patullo, Ken Lefebve and Cheryl Cudnick with alternates David Scott and Mark Barba. The board will seek additional volunteers for the position.
- 3) Volunteer Tax Abatement Program: The board received a letter of request from the Library Director asking about some volunteer work that had been done and whether or not the work could be considered for the Volunteer Tax Abatement Program passed at the last Annual Town Meeting. The board feels that a list needs to be devised as to what jobs would be suitable for this kind of program. A memo will be sent to all department heads asking if there are jobs within their departments that might prove worthy for this program. A letter of explanation will also be sent to the Library Director.
- 4) Warrant for State Primary: The Warrant will be printed and signed so it can be posted in all locations.
- 5) Master Plan Update: The board will seek volunteers to work on updating the town's master plan.
- 6) Open Meeting Law Seminar: The board is working on scheduling a seminar to be conducted by Dave Martel to educate all on changes to the Open Meeting Law. We are tentatively looking at September 13<sup>th</sup>.
- 7) Building Inspector Job Description: Lance Trevallion was approached by the Board of Inspectors regarding his procedures during the inspection process. He worked with the board and with additional inspections will allow homeowners to benefit from lower homeowner insurance rates. The board will forward the job description to the State at their request;
- 8) Minutes of July 7, 2010: The minutes were reviewed and one correction was made. A motion was made by Vinnie Villamaino to approve the minutes of July 7, 2010 with correction, seconded by Rick Green. VOTE: All in favor and so voted.

NOTE:

Street Light Inventory: The Police Department tracks the condition of the street lights to ensure they are in service. Their report will be forwarded to National Grid for necessary repairs.

School Committee Minutes: Reviewed without comment.

Planning Board's Public Forum: The board has changed the dates for the public forums for bylaw revision review by the residents.

Capital Planning Committee: The board asked that Tyler Witkop advertise for volunteers interested in joining the CPC.

Personnel Board Obligations: The board will forward specific annual obligations of the Personnel Committee to them for their information.

Staff Meeting: The board is planning a staff meeting starting with an informational session with our Employee Assistance group as well as general updates from all departments, to be held on August 3, 2010 at 12:00 pm.

Minnechaug Ground Breaking Ceremony: September 3, 2010, 10:00 am

Town Hall Walk Through: The contractor is scheduled to do a site visit for the AC Installation, Wednesday approximately 1:00 pm.

Dental Coverage: The board was approached by an employee requesting the ability to purchase dental coverage for him and his family; to be entirely self funded by the employee.

A motion was made by Rick Green to allow employees the ability to purchase dental insurance through the Scantic Valley Regional Health Trust, subject to the terms and conditions as set for the by SVRHT board, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

With no further business, a motion was made by Vinnie Villamaino to adjourn the meeting at 8:05 pm, second by Rick Green. VOTE: All in favor and so voted.

Respectfully submitted,

Pamela B. Courtney  
Administrative Assistant

/pbc

