

Approved 9/27/10

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

September 20, 2010  
6:30 pm

625 Main Street  
Town House

Board Members: John D. Flynn, Richard R. Green, Vincent J. Villamaino  
Guests: Ed Gorski, Tyler Witkop, The Wilbraham-Hampden Times, Jim Gillen

The meeting was called to order by John Flynn at 6:30 pm.

Library Trustees: Kathleen Hutchison and Beth Burger came before the board to discuss the appointment of a new trustee to replace our much beloved Ray Andree. A few people came forward to volunteer to pitch in should there be a need and one of those interested, was Kirsten Lipkens. The trustees recommended Kirsten Lipkens, a resident music teacher and a frequent visitor to the library with her children.

A motion was made by Rick Green to appoint Kirsten Lipkens as Library Trustee to fill the vacant position until the time of the next election, seconded by Vinnie Villamaino. VOTE: All in favor and so voted. At the end of this year's term, Kirsten would be required to run for the position again.

Next on the trustee's list was the subject of air conditioning duct work to be completed for the children's side of the library. This office will check on previous files to research where we left off and this work will become a part of the next phase of our town house maintenance plan. We will have the work revisited by an engineer to determine what needs to be done next.

The trustees also discussed their desire to get the library hours and staffing back to what it was prior to its closing. They would like to work towards a 35 hour week with seven staff members, and the addition of a young adult librarian (a position that had previously been part of the staff). They acknowledged that they are now operating at the bare minimum which keeps them accredited and they would like to get back to a full staff.

The library is a transition right now with the change in Library Director, from Ellen Bump who is retiring at the end of the month and the hiring of Diane Reginer. Kathleen and Beth both credited Ellen with the work she did on her own, saving the town much money due to the technology savvy that Ellen acquired on her own through education.

Finally the trustees discussed the Tax Abatement Program to determine the process. The board discussed the need for job descriptions to be written that could be posted for

advertisement to the general public. The trustees will take under advisement.

Fire Department Appointment: Fire Chief, Mike Gorski introduced Sharon Goncalves as a candidate for a position on the volunteer Fire Department. Sharon works as a nurse and a CPR instructor and has passed her physical exam, drug test and CORI/SORI background check. The Chief recommends the provisional appointment of Sharon Goncalves as a provisional firefighter.

A motion was made by Rick Green to appoint Sharon Goncalves as a provisional Volunteer Firefighter for the Town of Hampden, contingent upon a successful physical agility test, effective September 20, 2010 until June 30, 2010, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

Resident, Jim Gillens: Jim attended the meeting to discuss the recently discussed voting machines. Jim is a former City Editor from the Republican, newly retired and lives in town. As a former editor he wanted to voice his opinion on the subject of the machines knowing how difficult it was waiting for the results from Hampden on an annual basis. He knows that with the purchase of a voting machine the process could be speeded up incredibly. He thinks it is an embarrassment to the town in not knowing the results until the morning after an election. As an editor, he could only see the results on the posting outside of the town house. There was a suggestion that results could be posted on MassLive the night of the election and John suggested that there might be Federal funds available for the purchase of the machines. Rick confirmed there was grant money available. Rick researched 12 websites that advertised the machines, but once to the site, the products were not the main focus. Rick spoke to the Town Clerk from East Longmeadow and Wilbraham and found that machines in the past were in the range of \$7,500 for their machines, and we would need 2 machines per precinct. These machines can also scan a write in vote and kick it to the opposite side of the machine.

The board has invited the Board of Registrars to our next meeting on September 27 along with the Town Clerk and Election Wardens, Michelle Specht and Gerald Doten.

COA Meeting: Rick Green attended the last board meeting to get a general status of the board. The board has reviewed the director Becky Moriarty's job performance and will provide their assessments to the Board of Selectmen for our files. Rick also asked that all reports be sent on a monthly basis for our files.

Minutes of September 13, 2010: The minutes of the Executive Session for September 13, 2010 were reviewed and a motion was made by Rick Green to approve as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

The minutes of the meeting for September 13, 2010 were reviewed and a motion was made by Rick Green to approve as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

Water Operator's Proposal for Landfill Environmental Monitoring Program: The proposal submitted by Water Operator, Mike Framarin was reviewed by the board for the October phase of monitoring the landfill site.

A motion was made by Vinnie Villamaino to accept the proposal for the monitoring proposal with laboratory fees for the private wells in the amount of \$3,275.00 and the sampling and documentation in the amount of \$3,550.00 for a total amount of \$6,825.00, seconded by John Flynn. VOTE: All in favor and so voted.

Salary Schedules: John Flynn has had ongoing discussions with Carol Fitzgerald from the Personnel Committee in an attempt to clarify the salary schedules to be used by town employees. At this year's department head meeting there will be a final clarification as to what table should be used to determine salary ranges. Also mentioned was the need for salary starting figures to be revisited every five years or so as financial conditions change over time.

Personnel Committee: The board will invite the Personnel Committee in for our October 4<sup>th</sup> meeting.

Town Counsel: The board requested that our Town Counsel, Dave Martel review our the Town of Brimfield's responsibilities as they relate to the retirement of two former Veterans' Agent since Brimfield opted out of the district they had formerly been a part of with surrounding communities. The response from Dave Martel was that the money to fight the fight would be more than the return. The board agreed to let the issue go, and Rick Green will present the invoice for the opinion of Town Counsel to the District for reimbursement to the town.

School Committee Minutes: Reviewed without comment.

Discussion Items:

Warrant: The Board discussed the scheduling of the STM, Advisory's hearing and the closing and posting of the warrant. A motion was made by Rick Green to close the warrant for new articles tonight, seconded by Vinnie Villamaino.  
VOTE: All in favor and so voted.

Revolving Fund: The board was reminded that Cliff Bombard had asked for the establishment of a revolving fund for the Cemetery Commission.

Lunch with Green Meadow and TWB Students: The board plans to meet with the students in both schools sometime in the next few months, once schedules can be arranged. (11:15 to 12:45 for GM)

With no further business, a motion was made by Rick Green to adjourn at 7:50 pm, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

Respectfully submitted,

Pamela B. Courtney  
Administrative Assistant

/pbc