

Approved 10/19/10

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

October 4, 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.

Police and Highway Road Detail Funding: Dana Pixley and Jeff Farnsworth came before the board to discuss the funding issue for road detail works that gets done on an annual basis. Based on past information, Dana had estimated that approximately \$4,000 would cover the expenses necessary for this account. We are currently overdrawn by \$500 +/- . Rick suggested that the loop has never been closed, from when the item was first on the table for discussion.

There was discussion around Jeff's decision on using flaggers versus police detail which increases the cost of the detail work.

Dana suggested averaging the last three years expenses to arrive at a "real number".

John suggested that the line item be increased up to 10k for this fiscal year and a transfer request will be completed for Advisory's approval.

It was agreed that all major construction projects will come out of this account from this point forward.

A motion was made by Rick Green to request a transfer from the Reserve Account to fund the Line Item 51.1 to \$10,000 for fiscal year 2011, an amount of \$5,040, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

Jeff Farnsworth, Police Chief introduced the idea of appointing a Police Chaplain to the Police Department as another source for department members to utilize in times of need. The Chief has recommended Father Paul Archembeault as it is preferable to have someone outside of the force to offer counseling skills, etc. We also have EAP available, but Jeff mentioned that having a person to speak with makes it easier for those seeking counsel. A motion was made by John Flynn to appoint Father Paul Archembeault as the Police Chaplain for the Hampden Police Department, seconded by Rick Green. VOTE: All in favor and so voted.

Dispatcher Applicant: Chief Farnsworth introduced Nate Dentzau as an applicant for the position of dispatcher for the Police Department. Nate currently works in Ludlow and has had some training to date and his skill sets need to be built on. Since the department has some difficulty in filling all shifts, Nate will be a good addition to the staffing needs.

A motion was made by Rick Green to appoint Nate Dentzau as a probationary dispatcher for the Police Department for three months with an extension to a full year appointment, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

Personnel Committee: Tom Argenio, Carol Fitzgerald, Don Collins, Bill Gouzounis, and Dick Ayers came before the board to discuss salary tables used by non-bargained employees and employee handbook updates.

There is a need to reset the bottom line, five years from now to reassess the starting salary for each position.

The board would like personnel to determine when to look at the salary grid and when it needs to be recalculated.

John suggested that the Personnel Committee distribute one table for all departments to follow for budget preparation.

The Personnel Committee requested copies of all job descriptions currently on hand in files from studies done by Tabor Associates.

Also discussed was how often Tabor should be requested to review the bottom line starting salary and do a review of the job positions. John suggested that the departments be given a drop dead date of November or so for those requests to be fulfilled.

There was then discussion of personnel files, record keeping, etc. Further discussion will be had regarding necessary protocols for record keeping and under whose supervision.

Hearing Date: The board will hold a hearing for a dangerous dog hearing given the second incident involving the same dog, with an attack of dog on dog. Rick Green had talked with Bob Weitz regarding possible scenarios, but first talking directly with dog owners. A hearing will be set for October 12th at 7:00 pm. The dog should not be sent to another town, making it someone else's problem and may have to be euthanized. A certified letter will be sent to the owners for the hearing.

Town Accountant Vacation Schedule: 10/6 through 10/14

STM Warrant: The warrant has been finalized and posted in anticipation of the Advisory Hearing on October 18 at 7:00 pm.

Minutes of September 27, 2010: The minutes of September 27th 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.

Warrant for State Election: The warrant has been signed and is ready to be posted for the State Election.

Date for School Lunch: The board would like to set a date to have lunch at Green Meadows School.

Vestibule Restoration: The board sought quotes for restoration work in the vestibule of the Town Hall. One written quote was received and a motion was made by Rick Green to

award the job to Blake Builders in the amount of \$775, seconded by Vinnie Villamaino.
VOTE: All in favor and so voted.

Seeing no further business, a motion was made by Vinnie Villamaino to adjourn the meeting at 8:00 pm, seconded by Rick Green. VOTE: All in favor and so voted.

Respectfully submitted,

Pamela B. Courtney
Administrative Assistant

/pbc