

Approved 1/31/11

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

January 24, 2011  
6:30 pm

625 Main Street  
Town House

Board Members: John D. Flynn, Richard R. Green, Vincent J. Villamaino  
Guest: Tyler Witkop, Wilbraham Hampden Times.

GIS Discussion: The board invited various boards/committees to the meeting tonight to discuss the needs associated with GIS programs. Phil Grant from the Conservation Commission attended as well as Charlie Dolben from the Planning Board and the Board of Assessors.

Phil currently has information on flood plains, wetlands, rivers and river fronts and their associated buffer zones, topographic, zoning and open space information. What is needed next is information on individual parcels, namely plot plans.

Norm Charest stated that DOR suggested that this be done for the Assessor's maps so they would all be digitalized. Vision is the company that currently does work for the Assessors. Norm suggested that this could all be on the website, and could be viewed by anyone at any time.

It was agreed that Pioneer Valley Planning Commission should be contacted to see how they might assist in the best possible way.

John suggested that we go on a server type basis for everyone's accessibility.

The board asked that Phil contact PVPC to invite them in to give a presentation for all who might benefit from the program.

Zoning Board of Appeals Decision Follow Up: In a follow up to the Potash Hill residents who questioned the procedures followed by the ZBA our Town Counsel was asked out the legality of their notifying residents of a decision that had been made. The Zoning Board does have a requirement to notify "parties in interest" of a particular hearing upcoming, but once the hearing is held and a decision is made, failure of the ZBA to notify the same "parties of interest" does not extend the appeal period for those parties. The theory is that if a person gets notice of the hearing and are concerned about the decision of that hearing, it is then incumbent upon them to follow up with the ZBA.

Minutes: The board reviewed the minutes of December 20, 2010 and a motion was made by Vinnie Villamaino to approve as presented, seconded by Rick Green. VOTE: All in favor and so voted.

Snow and Ice Account: The board reviewed the letter from the Highway Superintendent dated January 14, 2011 notifying them of insufficient funds available for the Snow and Ice Account, requiring the board to vote to allow the account to be run in the red as has been done in the past. A motion was made by Vinnie Villamaino to allow the Snow and Ice Account to be run in the red by the Highway Superintendent, seconded by Rick Green. VOTE: All in favor and so voted.

Guardrail Repair: The board reviewed the updated status of the stolen guardrail cable. It is possible that the original estimate of \$2500 for repair may be too low as the cable may not be able to be spliced. The estimate cannot be updated due to the snowfall. In the interim the board would like the Highway Superintendent to notify MIIA that a claim may be submitted.

West Brook Culvert Status: The anticipated installation of the final lining for the culvert shortfall is expected to be done the week of 1/31.

Letter for Highway Department: The board received a letter of commendation from the Superintendent of Schools, Marty O'Shea for the good work done by the Highway Superintendent and the entire department. He commended them in their commitment to getting the roads cleared in a timely manner for all of our residents.

Private Trash Barrel Issue: The board discussed the recent issue of trash barrels left in the road due the abundance of snow at the end of driveways. It was agreed that a CTY announcement would be sent to all residents directing them to keep the barrels in their driveways or they risked being plowed under.

Utility Pole Use: There was previous conversation with National Grid about the town using utility poles that were scheduled to be replaced and determined that the town does not want the responsibility of stockpiling them. National Grid will be notified.

Community Preservation Committee: Two requests have been brought forward for funding from the CPC. One is for the Housing Authority in their need to replace some possibly faulty electrical panels and the other is for funding for a new vault for town records from the Town Clerk. That request has not yet been brought forward in writing to the CPC. The board then discussed the project being headed up by the Park and Rec Commission for repairs to Memorial Park both to the bridge and banks of the brook. The board will contact P&R to suggest they seek funding from the CPC.

Storm Panels for Town Hall Offices: The board reviewed a quote from The Window Place on storm windows for the town offices in the amount of \$1,217.90 for the Town Clerk/Tax Collector's office, Assessor's office, Planning/Building office and the Park and Recreation office. A motion was made by Vinnie Villamaino to approve the quote in

the amount of \$1,217.90 to be paid from the Town House Improvement fund, seconded by Rick Green. VOTE: All in favor and so voted.

Air Conditioning Units: The board discussed whether or not the outdoor units should be covered for the winter conditions. This office will contact the installers to check on best practices.

Hampden Housing Authority: The Water Operator for the Hampden Housing Authority submitted a water quality report to the board, showing good results for the facility.

Budget Review Schedule: The board will meet with appropriate departments on February 7<sup>th</sup> to review individual department's budgets.

Unemployment Claim: The board received a claim for a former employee who left of his own volition and the board is fighting the claim.

Board of Health Site Assignment and Permit Changes (see letter)

Policy for Senior Center Closing – ask Becky come in with criteria for closing in five other communities. If they want to work, let them come in and work, if not, they don't get paid. To be discussed further.