

Approved 6/11/12

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

June 4, 2012  
6:30 pm

625 Main Street  
Town House

Board Members: Vincent J. Villamaino, John D. Flynn, Norm Charest

The meeting was called to order by Vinnie Villamaino at 6:00 pm.

Library Trustees: Beth Burger came before the board to discuss a number of “housekeeping” issues. The first item discussed was the ceiling repair that had to be done in the Sessions Room. The job has been completed and Beth was informed of that. The next item needing attention is the air conditioning and its inability to cool both sides of the library. We have had a technician in to review the air conditioning and ductwork and the possible remedies had been presented to the Library Trustees. Contact will be made with the contractor who blew insulation into the attic as well as with McCormick Allum regarding the ductwork they had installed. We will also check on the need for the installation of another zone and if it is even feasible to do. We will get back to the Trustees with that information when it is available.

The chair lift providing access to the library at the front of the building awaits the elevator repairman to receive brushes which have to be installed to get the lift moving. Only then can the technician be able to assess the equipment and determine if can be fixed or if it will have to be replaced. The money for replacement was appropriated at annual town meeting in the event it must be replaced.

Beth Burger then asked the board about the ability for the Trustees to do fundraising for the library. John’s response was that they could not fundraise which is why the “Friends of the Library” perform the role that they do. Beth brought in an excerpt from the Trustee’s Handbook which speaks to the issue. The board suggested that a request be made of our Town Counsel as to his opinion of the matter.

Norm then asked the question as to the break out of the library’s budget in the green sheets. He wondered why there are no line items to determine how the monies are allocated. It was explained that the State does not require such information but that Norm can check with Advisory or review the accountant’s ledger sheet for that information.

Dog Hearing: Ellen Moriarty came before the board to voice her displeasure with not having had the opportunity to meet face to face with the Dog Officer, Shelley Sears relative to a complaint she had lodged with the board. Shelley Sears was also in attendance along with her daughter, Meggie. Ellen asked why she had not been questioned by Shelley about her complaint and why Shelley only asked residents on the

street about their experiences with the dogs. Shelly responded that as a matter of course, she asked all of the neighbors.

Norm then asked about what procedures are in place and particularly due to this situation which is a conflict of interest as the dogs in question belong to Shelley's children or friends of their children.

Ellen mentioned that she had talked with a police officer who took her complaint on a post it note and that a formal complaint was not lodged.

We will check with Town Counsel on the issue of conflict of interest with Shelley in her position as well as other Department Heads. Norm suggested that Shelley contact other towns to form a reciprocal agreement that in these instances that a dog officer from another community come here to respond in the event of a conflict of interest. Shelley agreed to work on that. Shelley will also respond to Ellen Moriarty's letter and will copy the board on that letter.

School Committee Members: John Flynn had talked with Lisa Morace asking that she and the newest board member, Lena Buteau come to this meeting to meet with the board. An email had gone out as a reminder, but no response was received. We will attempt to schedule another time with the members.

One Day Permit: Jane Budynkiewicz drafted a form for those requesting one day permits. A note will be sent to the local papers notifying those seeking a permit that they must do so two weeks in advance of the event, and that a \$25 fee will be due at the time of the request. The money collected will go into the Board of Health revolving fund.

Wilbraham Road Paving Bid: The board reviewed the letter of recommendation submitted by Dana Pixley, Highway Superintendent for the bid award. His recommendation was based on the low number and suggests the bid be awarded to Lane Construction. A motion was made by Norm Charest to award the bid for the Wilbraham Road Paving Project to Lane Construction as recommended by the Highway Superintendent at a cost of \$219,658.60, seconded by John Flynn. VOTE: All in favor and so voted.

Transfer Request: The board reviewed the need for a transfer into the Fire Department's Operations Account. A motion was made by Norm Charest to transfer \$2,000 into the Fire Operations Account, seconded by John Flynn. VOTE: All in favor and so voted. Forwarded to Advisory for their approval.

Police Items:

- Evidence Storage Law Change: The Chief has forwarded a letter from the state regarding very stringent requirements for evidence storage that will tax our current storage capabilities. Also necessary is a refrigeration unit to store evidence. John would like to know if there is any hope in a sharing a regionalization space. He has contacted Senator Gale Candaras' office to seek help.

- Connect CTY: The annual renewal for our CTY contract is due. This is the system that allows calls to be made to all households in case of emergency situations. The contract will be renewed.
- External Vest Carriers: The Chief presented the board with information on a new style vest that can be worn over the officer's uniform, allowing them greater freedom when they are in house. This appears official looking and still allows the officer's shirt sleeves to show and also has a spot for the officer's badge to be worn. Norm was familiar with these and the board agreed that they have no problem with the Chief allowing his officers to purchase them.
- Budget Update: Jeff submitted a letter to the board citing the need for additional funds before the end of the fiscal year. There has been an inordinate amount of court fees due to the many trials, injured on duty costs, bereavement leave additional court fees and IOD, bereavement coverage, personal days being held that must be bought back, 2544 by the end of June  
Get specifics from the Chief as to what he needs for additional money to make it to year end.

BOS Executive Minutes for May 24: The Minutes were reviewed and a motion was made by Norm Charest to approve the minutes as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

SVRHT Minutes: Reviewed without comment.

McLadden's License Review: The owners will come in on Monday, June 11<sup>th</sup> to review the findings of our building inspector relative to seating restrictions and to correct their liquor license as to areas to serve.

Development of Checklist for Land Development: The board discussed the need for a checklist for applicants planning any land development, building, etc., so we can assure that every department has time for a review prior to approvals being given.

Staff Meeting: We will set a date for a staff/department head meeting on the 18<sup>th</sup> so everyone can meet to hear what is going on in other departments. (Add checklist for land development for meeting agenda.)

601 Main Street: The board will ask that Tom Couture from Tighe and Bond work with Pavel Water Filtration and his recommendations for remediation at 601 Main Street.

Fire Department: Mike Gorski, Fire Chief came in to notify the board of a problem with truck 2 engine not operating. Mike will have someone in tomorrow to look at the problem and they seem to think it is a gear selector problem. If so, Vinnie is guessing the cost to be around \$1,000.00.

With no further business, a motion was made by Norm Charest to adjourn the meeting at 7:50 pm, seconded by John Flynn. VOTE: All in favor and so voted.

Respectfully submitted,

Pamela B. Courtney  
Administrative Assistant

/pbc