

Approved 12/3/12

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

November 19, 2012
6:00 pm

625 Main Street
Town House

Board Members: Vincent J. Villamaino, John D. Flynn, Norm Charest
The meeting was called to order at 6:00 pm by Vinnie Villamaino.

Norm Charest was not present for the start of the meeting. He was working with the Board of assessors in preparation for the Tax Classification Hearing.

Dana Pixley arrived at 6:00 pm.

John Flynn made a motion to enter into Executive Session at 6:00 pm for the purposes of contract negotiations with the Highway Superintendent with return to Open Session, seconded by Vinnie Villamaino. VOTE: John Flynn yes, Vinnie Villamaino
Norm Charest was not present for the vote.

A motion was made by John Flynn to leave Executive Session and return to Open Session at 6:15 pm, second by Vinnie Villamaino. VOTE: John Flynn yes. Vinnie Villamaino yes.

Guest: Tyler Witkop, Wilbraham-Hampden Times arrived at the meeting

Dana Pixley, Highway Superintendent: Dana stayed at the meeting to discuss an infrastructure plan. The summation of the discussion is that Dana can find ways to spend 20 million dollars in improvements, and that, it really comes down to a matter of how much money the town will support for an infrastructure bond.

The discussion turned to bridges and the improvement needs with them. Dana will spend some time viewing them in order to give current information to the board. As he explained, the State gets reports from every community on the conditions of bridges, and those with the most immediate needs get the funding. Once Dana gets his list, he will present to the board and then have a conversation with the engineering firm, Tighe and Bond to determine our next course of action.

While here, Dana discussed his budget and was told by the board that they wanted another \$10,000 added to the Snow and Ice budget (current budget is \$60,000). Dana will reflect that in his budget.

There was also discussion of Dana plowing and possibly paving a lane from the fire house through the Town House parking lot. The loss of parking spaces was discussed but not resolved. This will be discussed at a later date.

The Fuel Allowance Policy was here but a vote was not taken. The board will vote it at their next meeting.

6:30 pm Tax Classification Hearing: The annual hearing was held with the Board of Assessors present as well as the Town Accountant and later the Tax Collector. After much discussion, the following votes were taken:

A motion was made by John Flynn to keep the taxes at a single tax rate, as has been done in the past, seconded by Norm Charest. VOTE: All in favor and so voted.

A motion was made by John Flynn to not adopt the residential exemption, as has been done in the past, seconded by Norm Charest. VOTE: All in favor and so voted.

A motion was made by John Flynn to not adopt the commercial exemption, as has been done in the past, seconded by Norm Charest. VOTE: All in favor and so voted.

Cliff Bombard noted that the assessors have held on to overlay funds, in the event that there are some losses in these cases which have proved to be good planning. This prevents a spike in the tax rate to pay for the town not prevailing.

Cliff also noted that the amount of free cash will be lower next year.

Cliff then asked if there was any reason why this couldn't be done at STM. If we had the values early before the STM, we could have set the tax rate early. Dawn explained that they values came in earlier than they usually do, but not in time for STM.

Cliff and Dick are working on making some changes to the forms to be submitted to the state to set the tax rate. It is a culmination of many people who have to come together with their individual pieces to the puzzle in order to get this submitted and approved by the state.

Debt and interest information must be provided by Cliff Bombard as well.

John noted that the individuals have worked well together to get this done.

Chief Gorski: Mike Gorski brought candidate Anthony Traniello before the board to discuss his desire to serve with the Hampden Fire Department. Anthony lives on Main Street, has been through the interview process and Mike would like him to be appointed as a provisional fire fighter. A motion was made by Norm Charest to appoint Anthony Traniello as a provisional fire fighter effective November 20, 2012, seconded by John Flynn. VOTE: All in favor and so voted.

There was further talk about the fire lane that needs to be established, as mentioned earlier with Dana Pixley. There may be the need to take trees down and Vinnie will meet with Dana and Dave Markham to discuss further.

Donald Dorn, River Park Drive: Conservation Commission told him he could go in and get trees out. Vinnie will check with Phil Grant and see if there is a next step for Mr. Dorn. He may have to go to DEP for the next step.

Feasibility Study Contract: The agreement between Kaestle Boos Associates, Inc. and the Town of Hampden was signed by Vinnie Villamaino, after having been reviewed and approved to form by Town Counsel. This contract allows them to begin the feasibility study we advertised for a new Police Department. The contract will be forwarded to Kaestle Boos.

Generator Invoices: The town house generator did not start up two weeks in a row when it should have. The charges to the town have been exorbitant and the contractor will be invited in to discuss with the board.

Minutes of October 1 and November 5, 2012: The minutes of both meeting were reviewed and a motion was made by Norm Charest to approve as presented, seconded by John Flynn. VOTE: All in favor and so voted.

Discussion of Elevator Site Visit: Gilles Tanguy and Pam Courtney met with Brian Lake from Accessibility for New England, Inc. regarding the situation with a new lift for the front of the town house. The representative had some questions he was going to have answered by the state and we will be in touch with him again. The project will have to go out to bid if they are not on the state contract list.

- Front walk replacement: The board will ask Doug Boyd about the possibility of using CPA funds to replace the front walk.
- Stack work for generator: Vinnie will call a guy to get another quote for the stack on the generator to push the exhaust above the roof line.
- Floor replacement projects: The board has two quotes for the work in the auditorium and the Melville Room.
- Sink replacements with heaters

Used Car License Fee: The board reviewed the license fee for used cars in town and a motion was made by Norm Charest to raise the fee to \$100.00 per permit, for all three classes, seconded by John Flynn. VOTE: All in favor and so voted.

They will also discuss possible restrictions to licensing with the Planning Board.

Regional Selectmen's Meeting Date: The Town of East Longmeadow has proposed the date of January 10, 2013 for a Regional Selectmen's Meeting. Agenda items include state and local budgets, possible regional health district, casino update and other regional services.

MIIA Seminar Participation: The board is made aware of employees attending classes or webinars to earn credit towards our MIIA annual costs.

National Grid Request to Work: The board reviewed the request from National Grid to work on the proposed substation on Allen Street. The project is scheduled to start in March of 2013. The board will send a letter approving the hours for construction.

Other:

- Street Light Request for Intersection of Stony Hill Tall Pines Access Road: A resident asked about the installation of a street light at Tall Pines Road. The board asked about the street light at Southwood Drive and who paid for that light at a private road.
- Tree Lighting Event/Status of Town Hall Mural by Steve Andwood: The tree lighting and mural unveiling event will take place on December 2, at 6:30 pm with the arrival of Santa and Mrs. Claus in the fire trucks.
- Changing Plaque Locations in Upstairs Hallway: George Vermette has been working as a handyman around the town house and doing an excellent job.
- Health Insurance Request: A request has been made by an employee to add a partner to their health insurance plan. The town is awaiting a response.
- Retiree's Health Insurance: The matter of health insurance coverage for retirees has been discussed and finalized. A letter stating the terms will be written and become part of the town policy.
- Bad Check: The town treasurer made the staff aware of a bad check written to the town, as a reminder to not issue any permits to this individual.
- MEMA Assessment Report: Reviewed and noted.
- Towing Contract Correspondence: One of the towing contractors was notified by the Police Chief that he was not available to tow as part of his contractual obligations.
- Request for Time Off: The COA Executive Director, Becky Moriarty requested time off, and the board reviewed her request.
- Transfer Request: A transfer request will be drafted to fund the unemployment insurance line item.
- Computer repair issues: John Flynn has established an agreement with the Town of East Longmeadow to share the position of its IT person and Ryan Quimby has been in our town house to perform some computer repairs. An agreement should be forthcoming from East Longmeadow with specifics noted.
- MRC Memorandum of Understanding: Our town counsel had a couple of comments about the agreement that will be between the Towns of Wilbraham and Hampden and the Municipal Reserve Corps. These changes will be incorporated into the document so both towns can sign.
- Gaming Information: There continues to be much gaming information forwarded and a meeting will be held in December that John Flynn will attend.

License Renewals: The Board reviewed the following license applications and a motion was made by Norm Charest to approve the applications for the following permittees as follows, seconded by John Flynn. VOTE: All in favor and so voted.

- Farmer's Market

- Common Victualer
- General License
- Entertainment License
- Septage Hauler's License
- Swimming Pool License
- Automatic Devices License
- Liquor License

Seeing no further business, a motion was made by Norman Charest to adjourn the meeting at 8:00 pm, seconded by John Flynn. VOTE: All in favor and so voted.

Respectfully submitted,

Pamela B. Courtney
Administrative Assistant

/pbc