

Approved 1/21/14

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

December 9, 2013  
6:00 pm

625 Main Street  
Hampden, MA 01036

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

The meeting was called to order by John Flynn at 6:00 pm.

Present: Tyler Witkop, Wilbraham Hampden Times, Mike Gorski, Fire Chief, and Jeff Farnsworth, Police Chief.

A motion was made by John Flynn to enter into Executive Session at 6:00 pm for the purposes of discussing a personnel issue with return to Open Session, seconded by Norm Charest. VOTE: John Flynn yes, Norm Charest yes, Vinnie Villamaino yes.

A motion was made by Vinnie Villamaino to leave Executive Session with return to Open Session at 6:17, seconded by Norm Charest. VOTE: Vinnie Villamaino yes, Norm Charest yes, John Flynn yes.

Mike Gorski left the meeting at the time and will meet with the board with a new candidate at next week's meeting.

Chief Farnsworth continued:

Regional Dispatch Update: There will be another meeting on Wednesday in Longmeadow with John Flynn.

Emergency Management: Jeff has been in contact with Bruce Augusti from MEMA who is fully aware that Jeff is the new manager. Jeff mentioned that the Medical Reserve Corps needs someone to be named as shelter manager and Jeff proposes that Jane Budynkiewicz be that person, given her experience with the last sheltering done in October. The Wilbraham BOS needs to know who are manager is and Jeff has talked with Marty O'Shea about using the school as a shelter as well.

Police Reserve Staff: John Martin has resigned from his position as a reserve officer as circumstances in his life has changed. Jeff mentioned that the reserves have been put on notice about meeting their monthly work requirements.

Utility Officer for Department: Jeff will redo the job description and resubmit to the board.

BOS 131209

Policy Review: The policy that has been reviewed by Norman is very specific, and Norm requested broadening the language. Jeff's response was that it serves as a template for the reserve officers so they know exactly how to handle a given situation.

Council on Aging: Sr. Center Director Becky Moriarty submitted a vacation schedule that was approved by the board.

BOH and Transfer Station Status: Jane Budynekiewicz, BOH Coordinator came before the board to discuss the possible need to purchase transfer station bags in this fiscal year. Given the budget meeting that will be held later tonight, she wanted the board to be fully aware of the situation. As noted, the budget for this fiscal year did not include money for the purchase of bags. Bags will cost between 12 and 15,000 dollars.

601 Main Street, et al: The board will contract a plumber to go into both 601 Main and 613 Main Street homes to take a sample of pipe to be analyzed. When testing equipment arrives, as ordered by Town Engineer, Tom Couture arrives, the equipment will be installed in these homes allowing an analysis of the effect of what a month's worth of water running through them does. The board is waiting to hear back from the board. The board continues to want to hook the homeowners up to the fresh water from the well drilled at the Highway Garage.

There was also discussion relative to the Federated Church and what the town may have to do to rectify the problems they are having with their water.

Highway Superintendent, Dana Pixley: Dana brought up the issue of the furniture having been left on the sidewalk near his home that remained there for a few weeks. Dana had asked the Chief to do something about it, but Jeff told him there was nothing they could do. Dana then read the bylaws and found language in it that allows the Police to order people to remove such debris. The board wants a letter sent to the Chief stipulating that in the future, these issues be handled by the officer on duty, with a knock on the door or a notice left on the door to remove such items.

Dana mentioned that he had to send a note to the Chief about people leaving basketball hoops out where they might be damaged by plows. The police had no idea where these were, so Dana provided them with a list.

Dana noted that the new roof has been done and that the furnace has been restored and is working again.

There was then discussion about the generator that will be installed at the garage. Ed Poulin mentioned to Dana that purchasing a diesel may cost more initially, but cost less to run in the future. This decision has to be made in the near future. The board will need a price on it, gas versus diesel and that conduit needs to be run as well. The slab can be poured by the Highway guys saving some costs there.

Dana gave a review of the road projects completed during construction season and why some estimates changed. Some of the bids came in lower than his estimate, there was some change in overlay thickness and with the additional state aid; the board approved the paving of Bayberry and Colony.

The board wanted to know how Dana does his reporting of projects and he explained that all work is done during the construction season, from July 1 through the rest of the summer.

The board asked that he get a list of what projects he is looking at doing this coming construction season. Dana explained that there is no state aid left, that it has all been spent. He did say that his Highway Maintenance Account is funded at \$40k and still has \$15-20k left in it. He can use this for small projects.

The bond was approved at \$2 million and \$400k has already been spent. The board directed Dana not to spend any more out of it until July 1<sup>st</sup>.

The board then discussed the salary shortfall that he has experienced for years in the department. Last year, he added \$15k to that line item and the board advised him to do the same for the coming year. Fiscal 2016 will be the final year to bring him to a fully funded salary line.

Dana asked for additional funds for tree warden account and the board did not agree. They did suggest that he add money to snow and ice. John asked about money needed for street sweeping. Dana responded that with the end of a three year contract, it would have to go out to bid again and he would anticipate additional costs. John suggested that he add \$3k to that line item (46.1). Catch basin cleaning was discussed and with more basins being cleaned it was suggested that he add \$2k to line item 46.2.

They then discussed maintenance costs for the generator once it is installed. They asked Dana to carry a number in his budget for that.

There was discussion about gasoline and Dana explained that it is the Selectmen's account. We will increase that line item (35.1) by \$5k.

At 7:00 pm the board reconvened their meeting to the Melville Room where they held the annual budget kick off meeting.

Board of Assessor's: The board noted that there will be good growth in the coming year.

Highway: Dana said the equipment is in good shape, the chimney has been redone, a room painted, the roof done and the furnace repaired.

Planning: Neil Flynn noted that there are some changes to the electronic maps that need to be made and they would be submitted to the Assessor's as they have handled the updates in the past.

Park and Rec: Fred Frangie and Cindi Connors remarked that the restoration of West Brook has been completed using CPC funds and the camp turned a profit this year. They are also working on keeping the park open during camp season to allow residents access to the park during camp hours as there have been complaints in the last year from those taxpayers wishing to use the park.

Zoning Board of Appeals: Dick Patullo mentioned that Judy Jackson has retired and that Joanne Fiore has assumed the assistant's position. She is doing a terrific job and it is a bonus that she works for Planning and ZBA.

Treasurer: Dick Patullo noted that we have been fortunate to take advantage of some very low borrowing rates. In addition, the town is still waiting for reimbursement from FEMA/MEMA in the amount of \$187k+. The board noted that they have learned that the figure might be reduced to \$120k and thanked Dana Pixley for keeping such meticulous records and for submitting the necessary information to the state.

Tax Title: Dick Patullo also mentioned that there has been a change in the budget process and line items.

The question was asked as to the status of the proposed solar installation on Somers Road on the Kibbe property. Vinnie answered that the company is waiting for state approval.

HWRSD: Marty O'Shea mentioned that the school will be losing a federal grant of one half of a million dollars. There will also be collective bargaining this year, as the teachers had a one year contract but will negotiate for a three year contract. This also means negotiations for health insurance.

The school assessments have been done and have been forwarded via email today.

Police: The Chief stated that they are looking at a new facility and are in process of looking at new architectural, determining financing, etc.

He also mentioned that all of the town's defibrillators are obsolete and will need to be replaced. There are 10 needed at a cost of \$2600/each. He will try to replace all of them for \$20k if possible. They have a shelf life of 8 years approximately.

This year will be a one car purchase year as he has taken the Tahoe off the rotation which has helped with the need to purchase 2 cars every year.

Jeff will keep a four wheel drive in the fleet.

Council on Aging: Becky Moriarty talked about the two town trolley that runs residents from Hampden and East Longmeadow to doctor's appointments and such. Funding is tough to come by and will work on another grant to keep it going. The dispatching will go back to East Longmeadow which will improve staffing in Hampden.

There is a new phone system going in.

The heating system is not working efficiently and Becky will need to research as to what the problem is.

Library: Kathleen Hutchison introduced Ellen Moriarty as the new Director for the library and noted that they have also hired a new Children's Librarian as well. The department is running well but Kathleen is concerned about the number of hours the library is currently open. When the library closed and reopened, it did so at only 25 hours per week. That has not changed and the Trustees would like to get it back up to 35 hours per week. They also are in need of a Young Adult's Librarian. They are looking to add a staff member at \$14k/yr., working 12 hours a week.

Town Clerk/Tax Collector: Eva remarked that there is a new online payment system that she has been looking into.

Fire Department: Chief Gorski stated that the Scott air packs used by firefighters need to be replaced. He has applied for a federal grant as they are in need of 18 packs needed. If the grant is not received, the cost for these air packs is in the \$60-70k.

Advisory: Doug Boyd stated that again we are looking at a level service budget and with the school numbers being what they are; the departments must be prudent with the rest of the budget.

The board reconvened the meeting in its office at 8:00 pm.

Neil Flynn joined the meeting as did Cindi Connors and Fred Frangie from Park and Rec. They also asked that Marty O'Shea stop into the meeting to discuss the usage of the school gyms.

Park and Recreation: Park and Rec have an issue with the school and gym usage, specifically a problem with basketball schedules. John suggested that the school check with Park and Rec for scheduling to alleviate any double booking of space. Cindi was under the impression that the town had first priority once the school closed for the day and said that she has made the schedules available to the schools and superintendent.

Marty's concern is that the district is liable for the condition of the schools and the custodial work and wants to make sure that the buildings are being properly maintained. Cindi stated that there is staff at each game to ensure clean-up is done. There was much discussion about past practices and ended with Cindi and Marty promising to talk and to work the scheduling issue out.

Minutes: A motion was made by Norman Charest to approve the minutes of November 25, 2013 as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

Hampden Country Club: There are various issues going on here. All parties will go before the court. Judge will check if the procedure was handled appropriately, and if so, will then will send applicant to go before Planning or ZBA.

Cable Contract: The board awaits a response from Tom Cohan regarding rates.

West Brook Phase II Denial: The grant that the Minnechaug Land Trust applied for was denied. Sherry Himmelstein will work on another grant.

HWRSD Budget Meeting: Tuesday, December 17 @ 5:00 pm in Longmeadow.

Vacation Request: The board approved the vacation schedule Becky Moriarty, COA Director requested.

Note to Russ Morton: The board will ask that Russ Morton attend their next meeting to discuss the Right of First Refusal on his property.

Transfer Station hours: The Transfer Station will not be open on Christmas Eve.

Variance at 152 Allen Street: The applicant requests a variance at 152 Allen Street to performance a soil analysis instead of perc test. A motion was made by Vinnie Villamaino to approve the variance as recommended by Lori McCool, BOH Agent, seconded by John Flynn. VOTE: All in favor and so voted.

Community Preservation Commission: John asked that the Town Moderator, Bob Howarth be made aware that he needs to make an appointment for this committee. We will ask if he needs the town to advertise for him.

John asked that Town Counsel, Dave Martel be contacted about the pipe sampling to be done at Main Street residents' homes. John then talked about drilling a well for the Federated Church; that it could be drilled with a casing preventing any salt infiltration. This will be discussed further.

With no further business, a motion was made by Vinnie Villamaino to adjourn the meeting at 8:40 pm, seconded by Norm Charest. VOTE: All in favor and so voted.

Respectfully submitted,

Pamela B. Courtney  
Administrative Assistant

/pbc