

Approved 3/16/15

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

March 2, 2015  
5:30 pm

625 Main Street  
Hampden, MA 01036

Board Members: John D. Flynn, Norman Charest, Vincent J. Villamaino  
Vinnie Villamaino was out of town.  
The meeting was called to order by John Flynn at 5:30 pm.

Human Resource System: Carol Fitzgerald came before the board to discuss options for the town relative to a system of practices for record keeping, benefits, policies and other personnel issues. Carol contacted a group who could come in and perform an audit on the systems we currently have in place. We must ensure we are in compliance with laws as a result of the town employing fifty people. Carol believes that this audit could be performed for the amount of \$2800 to \$3100, by an attorney from the group she has contacted. John suggested that we pursue other vendors along with the MMA to see if we could get a better estimate. Carol asked if we should try to fund it now and start the process or put an article on the warrant for funding for 2016.

Senior Tax Work-Off Abatement Program: The Personnel Committee generated applications and a packet of information for seniors interested in participating in a tax work off program. A meeting was held with the COA Director, Becky Moriarty, Town Treasurer, Dick Patullo, Assistant Assessor, Carolyn Reed, Ellen Moriarty, Library Director and Pam Courtney, Administrative Assistant to the Board of Selectmen. The purpose of the meeting was to fine tune the information and applications provided by Personnel, as there are volunteers who are eager to start working. The two jobs that have been identified are a library page and a receptionist for the Senior Center. Revisions were made and forwarded to Personnel. The two candidates will be sent letters of acceptance so they can start working towards next year's tax abatement.

Host Agreement with Altus Power America: The board received a check in the amount of \$140,070 from Altus Power America as payment for agreeing to host the company at their site on Somers Road on the Kibbe property. There is an Estoppel Agreement that will have to be signed and as a result a motion was made by Norman Charest to authorize the chair, John Flynn to negotiate the final language and sign the document entitled "Form of Estoppel Certificates" requested by HA MA Solar, LLC in connection with its Host Customer Agreement, seconded by John Flynn. VOTE: All in favor and so voted.

Regional Selectmen's Meeting: The date for the regional meeting has been changed to March 24<sup>th</sup> at 6:00 pm. Agenda items should be submitted to Ludlow by March 17<sup>th</sup>.

601 Main Street: The board discussed the testing agreed to for the water connection at 601 Main Street.

Board of Health: Lorri McCool drafted a letter to the owners of the Bagel Nook for Norm Charest to sign and send. They have not complied with water testing requirements and this letter will put them on notice to take care of the situation immediately or risk being shut down.

Warrant Review: Will be reviewed at a later date. The Planning Board submitted a number of zoning bylaw changes that have been incorporated into the warrant which will be sent to Dave Martel to ensure accuracy.

School Budget Meeting Date: The meeting is scheduled for Wednesday, March 4<sup>th</sup> at the school.

Kibbe Lane: The board reviewed the letter submitted by Dana Pixley regarding an estimated cost to pave Kibbe Lane and bring it up to standard.

Pioneer Valley Planning Commission: The town received its assessment of \$770.85 for 2016.

Norm Charest had to leave the meeting to attend an Assessor's meeting.

A motion was made by Norm Charest to adjourn the meeting at the end of the budget reviews with Advisory, seconded by John Flynn. VOTE: All in favor and so voted.

John Flynn moved to the Melville Room to meet with the Advisory Board.

Fire Department Budget Review: Chief Gorski and the board met with Advisory to review the department budget submitted by the Chief. It was noted that the radio service agreement had increased and there is a one time purchase of a saw for \$2,000. The discussion turned to future needs and Mike suggested that when the truck we are paying for now is paid off, the department would like to add a truck to serve as a hybrid, to carry water as well as carry equipment to the scene. It was also noted that when the next Police SUV is ready to cycle out of rotation the Chief would like to add that to the fire department fleet, as he has done in the past. This would allow him to use it as an EMS ready vehicle. Many of the firefighters are EMS trained and it would serve to keep their training fresh by allowing them to respond to the scene with necessary gear when needed. He noted that the EMS training serves as a good retention tool within the department. He was also asked about increasing the radius to allow more applicants to apply, but he feels that the one mile mark is good as it enables those within that radius just enough time to get to the fire house and then onto the trucks.

Advisory had no further comments for the Chief; and suggested that when the time came for the purchase of a new truck they would consider their options at that time, as to how best to pay for it. It was mentioned that the town paid down a substantial amount at the time of purchase of the last truck.

Council on Aging Budget Review: Becky Moriarty and the board met with Advisory to review the budget submitted for the Senior Center and the COA. Becky presented two separate budgets; one level service and one as a "wish list" for consideration. She noted that the Title IIIB grant

she will be applying for will pay \$15,600 which comes from Greater Springfield Senior Services and that we have never been denied the grant. We currently have a grant from them in the amount of \$12,500; funds that are used to pay additional outreach hours. Becky emphasized that the need for outreach is not just for seniors but for many residents in town. The center assists with fuel assistance, food stamp assistance and provides many bags of food for Brown Bag day every week.

Becky also noted that 15 hours per week for the receptionist position is fine for now, but would like to increase those hours to 20 per week. There are volunteers who work the front desk and will be seeking tax abatements for those positions.

In addition, the Program Coordinator is not fully funded by the town and Becky is requesting an additional 3.5 hours at the rate of pay currently paid by State grant funding. She stated that this is a vital position for the operation of the senior center and allows for oversight, scheduling, planning and executing programs. With additional hours, the coordinator would be working 20 hours per week.

There have been increases in the level service budget to allow for building maintenance issues, utility cost increase and expenses for conferences that are no longer paid by the MCOA.

Becky explained that with the winter snow and ice, leaks have developed in the center in a number of areas. She has had Dave Markham from town go on the roof for snow removal and assistance in allowing any ice to melt.

The Selectmen's office will check into submitting claims for damages there as well as leaks that were identified at the fire house.

The budget presentation was well received by Advisory.

Seeing no further business, the aforementioned vote was acted on and the meeting was adjourned at 6:45 pm.

Respectfully submitted,

Pamela B. Courtney  
Administrative Assistant

/pbc