

Approved 1/22/18

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

January 16, 2018
6:00 pm

625 Main Street
Hampden MA

Board Members: John D. Flynn, Norman Charest, Vincent J. Villamaino
Norman Charest was unable to attend the meeting.

Personnel Committee Updates: Carol Fitzgerald came before the board to discuss the re-evaluation of the building clerk's position. The grade has been changed from a 6 to a 7, with a new job description and the step is determined by the level of experience of the candidate.

John made a motion that the Board of Selectmen accept the recommendation of the Personnel Committee for the Building Clerk's position, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.
Carol then went on to discuss the Employee Handbook, noting that there is room for interpretation, there are gray areas and there is no central place for an interpretation of the handbook. Also noted is the lack of expertise that elected and appointed boards have relative to these issues.
Carol would like authorization to speak with Town Counsel about some of these issues as she sees the Personnel Committee as an advisory committee to the selectmen as opposed to being the policy makers. Once she gets some guidance from counsel she will know what the committee's next steps will be. In addition, there is a need for another member on the committee and Tyler Witkop will put that notice in the Wilbraham Hampden Times. The committee also needs to work on the salary chart; as the town has grown and positions have changed as a result. For some of this work to be done there will be a need for funding and Carol noted that there is money in Reserve Funds.

Planning Board Update: John Matthews came before the board to discuss the status of Scantic Meadows Letter of Credit which was started in 2004 on what is now Kibbe Lane. The Planning Board has asked that Town Counsel start the process to draw down the remaining funds from the \$69k where it currently stands, held by Berkshire Bank. As the project has dragged on, the board gets more concerned as to whether or not the town will have the funds to complete the work. Planning has asked Schneider about how to do this and, how to go about doing this and we are getting down to the wire. The board voted at their last meeting to have the letter of credit drawn down. John Matthews believes that the development has gone as far as it will go and in addition, Mr. Speight still owes the town for the sidewalks; estimated to be about \$20k. Kibbe Lane has been done to the satisfaction of Mark Langone, Highway Superintendent and Planning would like to present the road at our Annual Town Meeting. There might be a need for core tests after the winter and the Town Engineer should review the condition of the road before ATM. There appears to be 10 or 12 lots left that are available to be developed and there is concern about the barn and house that exist there. Planning will check into that.
Vinnie stated that he would check in with Ed Speight as to the status of the project and relay that information to the Planning Board.

The board then asked about the new proposed subdivision being planned by Alston Graham from Hampden. John Matthews has those plans and is reviewing them now. The plans have been done according to regulations and there is a question of the timeframe for development.

Fire Update: Chief Gorski came before the board to review the chain of events at the fire on Somers Road and provided a detailed list of how the fire was fought. The Chief was asked how much water the town has available at the onset of a fire and the Chief responded that they have 7400 gallons.

Vinnie Villamaino said that the East Longmeadow Fire Chief said no one could have gotten up the hill to the house due to its incline and the snow and ice on the driveway.

After the fire it was determined that the tanker had a leak that has since been repaired.

Tanker 2 has been sold. It was initially priced at \$3k, but was involved in a bidding war and the price rose to above \$7k.

The Chief also remarked that Connor Courtney is leaving the department on Thursday and will be working for the Longmeadow Fire Department. Mike would like to hire someone on a per diem basis, post the position for two weeks and fill the spot. In addition, he would like Meaghan Rogers to work in the supervisory position. There are two internal people interested in the vacancy and residency will not be a requirement.

Vinnie and John are good with the posting; making Meaghan the acting supervisor, full time position comes with a six month probation. John made the motion to appoint Meaghan as the Acting Supervisor, effective January 19th, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

In addition, the Chief had a perimeter residency requirement for those in the department to live within a 3 mile radius; he would like to extend that to a five mile radius.

A motion was made by John Flynn to approve the expansion from a 3 mile radius to a 5 mile radius, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

Minutes: January 8, 2018. The minutes were reviewed and a motion was made by John Flynn to approve the Open Session minutes with a slight addition, seconded by Vinnie Villamaino. VOTE: All in favor and so voted. Vinnie Villamaino made a motion to approve the Executive Session minutes, as presented, seconded by John Flynn. VOTE: All in favor and so voted.

Budget Review: Highway, Senior Center and Police: The budgets have been received by these departments and they will be scheduled for review over the next few weeks, prior to review with Advisory.

Board of Health Variance: 138 Mountain Road John Flynn presented the plan to request a Sieve Analysis in lieu of perc test at 138 Mountain Road. The motion was made by Vinnie Villamaino to approve as recommended by Lorri McCool, BOH Agent, seconded by John Flynn. VOTE: All in favor and so voted.

Park and Rec Request for Office Space and Security: Send note to Chair of Park and Rec Commission requesting their attendance at an upcoming meeting.

Ameresco Update: A conference call has been scheduled with Ameresco on Thursday.

Seeing no further business, a motion was made by John Flynn to adjourn at 7:00 pm, seconded by Vinnie Villamaino. VOTE: All in favor and so voted.

Respectfully submitted,

Pamela B Courtney
Administrative Assistant

/pbc