

Approved 1/29/18

TOWN OF HAMPDEN, MASSACHUSETTS

BOARD OF SELECTMEN/BOARD OF HEALTH

MINUTES

January 22, 2018
6:00 pm

625 Main Street
Hampden MA

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

Chief Farnsworth: The Chief came before the board to review the department budget for 2019. Smith and Wesson has generously donated new handguns to the department that will be delivered in the spring. Of course, this is a huge savings for the town.

The department increase shows as 1.1% increase. Raises for staff will have to be considered and added later for officers and dispatchers.

The cruiser funding is increased a bit, and the department will get a new cruiser this year. John asked for a copy of the mileage log as well.

There is a new line item on the budget for pumping of the septic system (2) in the amount of \$800.

The Chief added a maintenance line for tasers as they spend approximately \$2800-3k a year for replacement of units, cartridges, etc. With this new program, and a commitment for a five year plan, paying \$3,658 in the first year, reduced to \$2,900/year after that, provides for replacement of units, places them under warranty and saves money.

The discussion turned to a combined dispatch center, with Hampden acting as the host and providing coverage for East Longmeadow as well. The Chief suggested that Cliff Bombard come in to discuss the finances needed, and whether an enterprise fund will have to be established or not. The next meeting on this issue is January 31st.

In addition, John is working with the Syncarpha group and wants to understand how the revenues generated from this solar contract are funded back into the town's coffers. He has been working to sort this out, as the revenue that comes in affects four town properties. Cliff is working on this as well.

A motion was made by John Flynn to go into Executive Session to discuss potential litigation at 6:15, with return to Open Session, seconded by Norman Charest. VOTE: John Flynn yes, Norman Charest yes, Vinnie Villamaino yes.

Becky Moriarty: Becky came in to review her budget and started with the salary line where she has increased those by 2.5%. The utility and maintenance lines have increased by 2.5% too. Right now her utility line is tracking lower than normal due to the revenue generated by Syncarpha. Again, this revenue needs to be looked into by Cliff and others.

Becky has increased the line to include use for a new air conditioner for the kitchen and the installation of a washer and dryer for the center.

Becky made some changes to the expense line as she had used some revolving funds in the past, for operational expenses and Town Accountant had told her that could no longer be done. There was a reduction in the formula grant, which pays for the outreach coordinator. The salary line will be covered, but not meeting registrations, etc. The grant has been decreased by \$1,238.

John asked what she would ask for if she had the funding and she responded that she would like to add a receptionist to the staff. John asked about building maintenance and she responded that there are no major needs at this time.

The Title III grant is up for renewal, and this is the last year in this cycle. Becky had the grant application and a motion was made by Norman Charest to authorize Vinnie Villamaino to sign the grant application, seconded by John Flynn. VOTE: All in favor and so voted.

Becky also mentioned the vacancies on the COA board, which are one under 60 member and one over 60. Tyler Witkop was asked if he would put a notice in the Wilbraham Hampden Times.

Minutes: The minutes of January 16, 2018 were reviewed and a motion was made by John Flynn to approve as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted. Norman Charest abstained from the vote as he was not at the meeting.

Building Use for Theater Guild: The Theater Guild asked for use of the auditorium and Melville Room in October for rehearsal and production of their next play. The board is fine with the use.

Chair Lift Inspection: The chair lift requires a safety inspection for State approval. A check will be issued for half of the cost and the proposal for the work has been signed to schedule the inspection.

Family Medical Leave Act: Kristopher Barnes, a member of the Highway Department injured his hand while working at home and has requested FMLA. The board is fine with the request as long as Kris qualifies. In addition, he cannot return to work of any kind until he comes in with a doctor's note.

Dam Break: John contacted the DEP to discuss the recent break in the dam at the bottom of Chapin and South Roads. Catherine Skiba, DEP will speak with Brian Harrington to see what help they might provide. A meeting has been scheduled at the Springfield office for Friday at 10:00 am. John and Vinnie will attend. This will be sent to Dave Markham in the Fire Department as they have an interest in this as well.

Discuss Town Manager/Administrator position: Norm would like to form a committee to study the position. Tyler will put a notice in the Wilbraham Hampden Times. It should be comprised of three residents, an advisory board member and a selectman.

Miscellaneous:

- Cemetery Plowing
- Vadar System replacement: The board received a note from Cliff Bombard, Town Accountant as to the cost to replace the software program to be used by Accountant, Treasurer and Town Clerk. The total cost for installation, training and support for five years is \$57,740. Cost per year will be \$9,623.33 per year, interest free.

NOTE: Meeting with PVPC representative John O'Leary January 29th at 7:00 pm
Chief Farnsworth's memo regarding traffic study

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

Respectfully submitted,
Pamela B Courtney
Administrative Assistant

/pbc