

Approved 6/25/18

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

MINUTES

June 11, 2018  
6:00 pm

625 Main Street  
Hampden MA

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

Minutes: The board reviewed the minutes for the following meetings:

April 23, 2018: A motion was made by John Flynn to approve the minutes as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted. Norman Charest did not vote as he did not attend meeting.

April 30, 2018 Executive Session: A motion was made by Norman Charest to approve as presented, seconded by John Flynn. VOTE: All in favor and so voted.

May 21, 2018: A motion was made by Norman Charest to approve as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted. John Flynn did not vote as he did not attend meeting.

May 29, 2018: A motion was made by Norman Charest to approve as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted. John Flynn did not vote as he did not attend meeting.

June 4, 2018: A motion was made by Norman Charest to approve as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted. John Flynn did not vote as he did not attend meeting.

June 4, 2018 Executive Session: A motion was made by Norman Charest to approve as presented, seconded by Vinnie Villamaino. VOTE: All in favor and so voted John Flynn did not vote as he did not attend meeting.

Council on Aging Candidates: Marty Jacques, Chairman of the COA board met Suzanna Haskins and Cliff Bombard at this meeting to introduce them to the board as candidates interested in serving as board members for the Council on Aging. The board chatted with Suzanna and Cliff and a motion was made by John Flynn to appoint Suzanna Haskins as a COA board member for the under 60 category and Cliff Bombard for the over 60 category, for a term to be determined, seconded by Norman Charest. VOTE: All in favor and so voted.

Marty Jacques stated that there is still one vacancy on the board for an under 60 candidate.

At this time, Ed Pikula and Chrissy Pikula, our counsel for the school issue arrived and a motion was made by Norman Charest to enter into Executive Session for the was made by John Flynn to go into Executive Session for the purpose of discussing litigation with the HWRSD School Committee if

an open meeting may have a detrimental effect on the public body, with return to Open Session, seconded by Norman Charest. VOTE: John Flynn yes, Norman Charest yes, Vinnie Villamaino yes.

Town Administrator Position: Carol Fitzgerald came before the board to discuss the job description and plan for a review committee to help in the process of finding the right Town Administrator, after receiving funding for the position at Annual Town Meeting. She suggests that everyone without a contract should report directly to the Town Administrator (TA).

Preference would be for the applicant to have a Master's Degree, but this would not be required. There might be someone with a Master's in public relations who would be a good fit. Some professional experience would be preferred as well. She went through the description that she has compiled after reading those from other communities close in size to Hampden, and will round out this description before coming back to the board. When she mentioned negotiating contracts Norm responded that he might not agree with that immediately, and perhaps the TA could sit in on a session to get a feel for what the board wants. Carol would like to have this description finalized by the 18<sup>th</sup>. She also has suggestions for a review committee, to include Cliff Bombard, Dick Patullo, Ellen Bump and Becky Moriarty. She will continue to add members and will bring that forward to the board at the next meeting. The board would like the description reviewed by Town Counsel as well.

AMR Ambulance Agreement Extension: Jeff remarked that AMR is not sure they can keep a second ambulance in town and that will impact our call times.

Capital Planning: John asked that we get this group together again to start reviewing the capital planning needs.

Ameresco Status: No update yet. Rose Crowley will be in touch with them and report back to the board.

Correspondence:

- Letter from resident re: Historical Society: The board will contact the Historical Society about these concerns.
- New Form: Complaint of Zoning Violation. The board reviewed the newly developed complaint form to be used by residents when filing a zoning violation to the Zoning Enforcement Officer.

At 7:00 pm, a motion was made by Norman Charest to enter into Executive Session for the purposes of contract negotiations for the combined dispatch without return to Open Session, seconded by John Flynn. VOTE: Norman Charest yes, John Flynn yes, Vinnie Villamaino yes.

Respectfully submitted,  
Pamela B Courtney  
Administrative Assistant  
/pbc