

## TOWN OF BLANDFORD Board of Selectmen, Minutes March 16, 2015

<u>Attendance:</u> Andy Montanaro, Bill Levakis, Adam Dolby and Cara Letendre – Secretary **Open Meeting:** 

7:15 p.m. Mr. Levakis formally called meeting to order, provided notice that meeting may be recorded.

## **Posted Agenda Items:**

- 1. Highway Superintendent: Updates (Mr. Montanaro clarified that Mr. Curry is here on his free will, Mr. Curry agreed)
  - **a.** Mud Season: Delivered several loads of stone to Gibbs Road so don't have to truck in later.
  - **b.** Pothole Patching: one round is complete, will be doing second round this week.
    - i. Millings on South Street and under the bridge on Russell Stage Road for now.
    - **ii.** Discussion about using asphalt in the hotbox for patching. Mr. Curry will follow up to see which plants are open. Discussed using a roller.
  - c. Chapter 90 Projects:
    - i. Russell Stage Road:
      - 1. Last half mile met with Conservation Commission last week to review before signing off on project. Hopes to have a request into Kathy Stevens (Mass DOT) by 3/19/2015)
      - 2. Draining and milling Mr. Cooper get some estimates
      - **3.** Mr. Curry has approached Blandford Police regarding detail work for both sections of Russell Stage Road, waiting to hear back. If not available will give the contractor the okay to hire detail.
      - ii. Crack Sealing: Chester Road and North Blandford Road
      - iii. Signage: Chester Road
  - **d.** Speed Studies: Mr. Curry working with police on speed studies for Nye Brook Road, Otis Tolland Road, and Curtis Hall Road.
  - e. BRD Paperwork: sent cover letter and summary to Town Counsel yesterday.
  - **f.** EZ Pass for Highway Vehicle: had one in the past, would like to renew. Lisa will follow-up with DOT regarding billing.
  - g. Weekly Assignment: purpose is that employees know what they need to do daily.
    - **i.** Mr. Curry said that generally he texts/calls employees at night regarding the following day's work assignment, as often changes.
    - **ii.** Mr. Dolby: is there a more efficient way to schedule? The intent is not to provide busy work.

- **iii.** Mr. Montanaro asked for Mr. Curry to include details such as where they employee will be pothole patching.
- **h.** Maintenance Logs: ordered
- i. Resident thanked Highway Department for doing a great job clearing the roads.
- 2. Warrants: Reviewed and signed
- **3.** Minutes: Mr. Dolby motion to approve minutes from March 9, 2015 with amendments, Mr. Levakis second, unanimous vote.
- **4.** Vote Regarding Skype at Open Meetings: Quorum would still have to be present. See attached regarding law.
  - **a.** Mr. Montanaro motion to allow remote participation of Selectboard meetings in accordance with the requirements of 940 CMR 29.10, Mr. Dolby second,
    - i. Discussion: Need policy to clarify
    - **ii.** Mr. Levakis motion to table this motion until next week, Mr. Dolby second, unanimous vote.

## **Old Business:**

- 1. Status of Highway Garage Repair Schedule: Steve Jemiolo
  - **a.** Waiting on contract from Mark Ebreo
- 2. Feasibility Study: Steve Jemiolo
  - **a.** Sent out 18 RFP's so far. Will open bids one week from Wednesday and get results to Selectboard.
- **3.** Status of Bridge Repair: Mr. Montanaro question regarding reimbursement from FEMA for Hiram Blair Road, Mr. Levakis will follow up.
- **4.** Status of Paperwork to FEMA for BRD settlement: Summary and cover letter sent yesterday.
- 5. Time Sheets: Mr. Montanaro motion to take amounts/dollars off of time cards and summary time cards as the Treasurer should have the rate of pay, Mr. Dolby second,
  - **a.** Discussion:
    - i. Mr. Dolby, Treasurer has concerns about this, wait for her to be present.
    - **ii.** ADP also has rates and the Selectboard double checks the payroll. This motion will reduce opportunities for errors.
  - **b.** Unanimous vote.
- 6. Harassment Policy: Reviewed and discussed
  - **a.** Mr. Levakis motion to accept Town of Blandford Harassment Policy as written effective on March 17, 2015, Mr. Dolby second, unanimous vote.
  - **b.** Mr. Dolby motion to appoint Mary Kronholm as Grievance Officer for the term of one year, Mr. Montanaro second, unanimous vote.

## **New Business**

- **1.** Finance Committee:
  - **a.** Submitted newest budget. Currently at \$123,000 deficit due to School budget. That is with worst case scenario numbers plugged in. If not for School budget, would balance.
    - i. Mr. Levakis asked for figures if the  $2\frac{1}{2}$  override is voted down.
    - **ii.** Mrs. Smith: budget would be stripped down, reserve and stabilization accounts wiped out. Told by DOR that if we strip the budget we are very close to bankruptcy.
    - **iii.** Mr. Levakis would like Finance to please advise of any other possible cuts. Mr. Dolby will help.
    - iv. Mr. Montanaro: may not have school budget available at Town Meeting. In that case we would go to a 1/12<sup>th</sup> budget (paying 1/12<sup>th</sup> of last year's school budget each month.)

- v. The first Saturday in April all of the remaining town's selectboards and finance committees will be meeting to discuss this issue and recommend a resolution to the school. Hope to have state officials there as well.
- vi. Mary Kronholm: Ways and Means meeting next week at Greenfield, should have someone go and speak about this issue. Mrs. Smith, a number of people are planning to go and speak.
- vii. Discussed school budget process. This upcoming year's budget was created by administration and handed down to School Committee.
- viii. Finance has asked Highway, Police and Water Department to review their equipment lists and see what they can sell.
- 2. Rate of Pay: Mr. Montanaro, Board agreed previously to use one rate of pay for Highway employees working in the Water Department. Found part time employee in payroll getting 2 different rates.
  - **a.** Mr. Levakis: the Board had agreed that full time Highway employees hired part time in the Water department would make the same rate of pay. The employee in question was hired as a part time worker separately for both departments at a fair rate relevant to his certifications and experience.
  - **b.** Mr. Levakis: according to Town Counsel the Selectboard can set the rate of pay if they deem necessary, but recommended that they let the Water Commissioners continue to set the Water Department rates
  - **c.** Mr. Montanaro: need to establish a rate of pay that compensates the work being done that is fair and equal for both jobs. He agrees that it is wise for the Selectboard to delegate the pay rate and hiring to the individual Boards.
  - **d.** Mr. Montanaro: same capacity in both jobs, why pay difference? Mr. Levakis: job in Water Department is more complex. Mr. Montanaro: need to find a rate equal to his worth and apply it to both positions.
  - e. Mr. Montanaro motion that any changes in pay rates have to be approved by the Selectboard first, Mr. Dolby second,
    - i. Discussion:
      - 1. Mr. Dolby, challenge is not finding out about pay rates until later. Need control to exercise oversight.
      - 2. Mr. Montanaro: last year the Selectboard voted one pay raise in crease across the board. If there is a different case/scenario board, committee, department chair should discuss it with the Selectboard prior to changing the rate.
    - ii. Unanimous vote.

10:21 p.m. Mr. Dolby motion to adjourn, Mr. Levakis second, unanimous vote.

Submitted by: Cara Letendre

William Levakis

Andy Montanaro

Adam Dolby