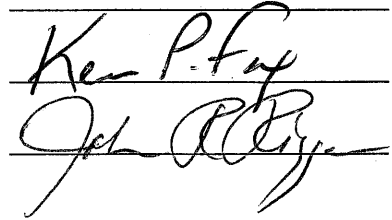


BUCKLAND BOARD OF SELECTMEN
MEETING MINUTES
June 23, 2015, 6:30 p.m.
Buckland Town Hall

Cheryl L. Dukes

Kevin P. Fox

John R. Riggan



Handwritten signatures of Kevin P. Fox and John R. Riggan, each on a horizontal line.

Attendees: Cheryl L. Dukes, Kevin Fox, Rob Riggan, Steve Daby, Chief Jim Hicks, Andrea Llamas, James Sullivan (Falls Cable)

Kevin opened the meeting at 6:30 p.m..

2. **Documents to Sign**

a. **Selectmen Meeting Minutes – April 9, 2015, May 6, 2015, May 12, 2015** – Rob moved to sign the Meeting Minutes; Kevin seconded. **VOTED** unanimously in favor.

c. **Street Use Permit – GSFABA for August 8, 2016 Bridge of Flowers 10K Road Race** – Cheryl moved to approve the Street Use Permit for the 10K Road Race on August 8, 2015; Rob seconded. **VOTED** unanimously in favor.

3. **Agenda Items**

c, d. **Request for Letter of Support for Closing of Iron Bridge for August 8, 2015 10K Road Race; Request for Letter of Support for Closing of Iron Bridge for August 14, 2015 Bridge Dinner** – Cheryl moved to sign the letter of support to the Mass DOT for the 10K Road Race on August 8, 2015, and also in support of closing the Iron Bridge Dinner scheduled for August 16, 2015; Rob seconded. **VOTED** unanimously in favor.

e. **TIP Engineering Request for Proposals – South, Summer, Conway Streets and Conway Road** – Andrea gave the Board a copy for their review – standard RFQ; trying to get one step closer; this is for qualifications; TIP takes a number of years and we will split the project up. Currently \$362,000 in Chapter 90. Make a movement toward engineering for a better shot on the TIP. Review and send Andrea comments.

f. **CDBG-DR Clesson Brook Road Bridge** – Andrea got a response from Patricia, DCHD. She said we can amend the action plan. Andrea asked for an extension. Cannot order the bridge without approval of the funds. Steve spoke about moving the utility poles. New poles will not be in the way. We may not need the \$40,000 for utilities.

h. **Outreach Message Protocol** – Cheryl said the Council On Aging message needs to be managed from the Town. Can make suggestions as how to do it. No one in the Police Department uses it. Needs to be a basic protocol for this particular system. There should be redundancy of people who know how to use it. The Police Department should know how to do it. Put a notice in tax bills so people can sign themselves up. Put on next agenda.

At 6:54 p.m., Kevin moved to recess for Special Town Meeting; Cheryl seconded. **VOTED** unanimously in favor.

Back in Session at 7:08 p.m.

a. **Police Department** – i. Detail Policy – Regarding use of vehicles out of town, Rob said this is not intended to be punitive. Jobs that start on Route 2 and end up in another town – such as parade

events. Jim said if we get a detail in Ashfield, we don't take our vehicles with us. Kevin said we had approved everything except numbers 8 and 9. Is everyone good on the policy? Jim said 'yes'. Rob moved to approve 8 and 9; Cheryl seconded. **VOTED** unanimously in favor. ii. Village Traffic Concern – Andrea said this is about stop signs and crosswalks. Steve said the stop sign on State Street is lower now. It is closer to the sidewalk. Four pedestrian signs, too. Jim suggested putting one near North Street. iii. Officer/Cruiser Camera and Data Storage Policies – Jim got a grant and Kurt Gilmore is working on policies. Andrea suggested storing off site; large companies do this. Jim will bring it in when it's ready.

b. **End of Year Finances** – Jim had overage expense of electricity; LED lighting should reduce his costs. He said the fuel budget was good. Andrea said oil is much cheaper. Jim said insulation would help.

Jim wanted to revisit the report policy. Jim will put it in the Selectboard folder. Jim's policy - May 12 – said he doesn't want to add to Section 8, last sentence, would like to delete. It makes it sound like if the State Police is covering, we cannot do a detail. Why is it a concern if we are on our off time? Rob said the State Police should not be used so an officer can get a day time detail. Jim said it does not belong in the reports policy. You are targeting the Police Department. Cheryl said it should not be used to cover the town when the officers are doing details. Rob said there should be predictable coverage for the Town. Jim said the Police Department is the only department that has a complaint policy. Rob said people won't file a complaint against the Police Department because they are afraid. It is about establishing a regular schedule for coverage of the town for two full-time officers. The priority belongs to the town. It is a reasonable expectation. Jim said I would like to see another full-time officer. Kevin said separate the two hour issue *vs.* vacation time issue. I would like to give it some more thought. Rob said the Shelburne policy is extremely prohibitive on this. They have a regular shift schedule. Jim said we are assuming this now. Rob will check it. Wait until the July 28, 2015 meeting; suspend it until that time. Kevin moved to suspend the last sentence adopted on May 12, 2015 until further notice; Cheryl seconded. **VOTED** unanimously in favor.

Jim Hicks left the meeting at 8:08 p.m..

g. **Insurance Settlement – Highway Truck** – Andrea said a truck was damaged. They gave us \$26,720.00 with the deductible. Steve does not want to salvage it. It is on replacement for 2015; had to push it till next year. We need that vehicle. Can do it for just under \$100,000. Steve said we had two 550's. We are down to one in the summer time. We work out of the back of the truck. We can't do two things at once; this is a critical piece of equipment. Andrea said this is long past its life expectancy. We could go to Chapter 90 for the funds. Use the insurance money for the equipment. Steve said price out conventional body. Insurance would buy our winter equipment. We need to get it before winter. Without it, it would increase plowing time and eliminate a sanding route. Andrea will check with Joyce. \$362,000 in Chapter 90 after the Bray Road project. Andrea will research and bring it to the next meeting.

Steve Daby left the meeting at 8:20 p.m..

Back to **Documents to Sign**

b. **End of Year Transfers – Wastewater Treatment Facility** – Rob moved to transfer the sum of \$4469.10 from WWTF Budgeted Surplus to Operating to cover WWTF Superintendent and Assistant Superintendent salary increases; Cheryl seconded. **VOTED** unanimously in favor. Cheryl moved to transfer \$297.40 from WWTF Budget Surplus to Treasurer's salary to cover the WWTF share of salary increase to the Treasurer; Rob seconded. **VOTED** unanimously in favor. Cheryl moved we transfer \$211.59 from WWTF Budgeted Surplus to the Town Administrator Salary to cover WWTF share of the salary increase to the Town Administrator; Rob seconded. **VOTED** unanimously in favor. Cheryl moved we transfer \$500.00 from Police Department Police

Expense to New Building Maintenance to cover electric; Rob seconded. **VOTED** unanimously in favor. Cheryl moved we transfer \$130.00 from WWTF Operating and Maintenance to WWTF unemployment insurance to cover the increase in the rate that took effect on January 2, 2015; Rob seconded. **VOTED** unanimously in favor.

i. **Annual Appointments** – Kevin moved we eliminate the position of Handicap Coordinator and FRCOG Planning Board Rep; Rob seconded. Rob moved we appoint the slate of candidates as listed on the attached sheet; Cheryl seconded. **VOTED** unanimously in favor. Cheryl moved we appoint the list of Officer Appointments for Fiscal Year 2016 as noted in the Chief’s memo; Rob seconded. **VOTED** unanimously in favor.

5. **Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting** – Andrea said the FRCOG contract for accounting came in as well as the Sheriff’s Office Dog Program. Regarding the accounting program, Kevin felt it is a good time to look at options. Will ask for one year. Andrea said the Dog Program cost is \$350.00. We cannot board dogs. Kevin moved we participate in the Franklin County Sheriff’s Office Regional Dog Control and Adoption Center Agreement for Fiscal Year 2016; Rob seconded. **VOTED** unanimously in favor.

6. **Public Comment** – None.

7. **Volunteer Recognition** – Solarize Mass folks – they report they are three quarters of the way – and they just started. Nineteen people signed contracts.

At 8:45 p.m, Rob moved to adjourn; Cheryl seconded. **VOTED** unanimously in favor. Meeting adjourned at 8:45 p.m..