

Approved 11/12/19

**HAMPDEN
MASSACHUSETTS**

BOARD OF SELECTMEN

John D. Flynn

Donald L. Davenport

Mary Ellen Glover

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TOWN ADMINISTRATOR

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Board of Selectmen/Board of Health
Town House Auditorium
Tuesday, October 15, 2019 6:00 pm
MINUTES

CALL TO ORDER: The meeting was called to order by Selectman Flynn at 6:00 pm.

PLEDGE OF ALLEGIANCE: The Pledge was recited.

ANNOUNCEMENT OF MGL c30(A), s20: Selectman Flynn noted that Dalton Zbierski was not in attendance and no one was recording.

After the meeting was called to order, Selectman Davenport made a motion to enter into Executive Session to discuss strategy with respect to collective bargaining or litigation where it has been determined that an open meeting may have a detrimental effect on the bargaining or litigating position of the public body, with return to Open Session, seconded by Selectman Glover. VOTE: Selectman Davenport yes, Selectman Glover yes, Selectman Flynn yes. The litigation is between Hampden v HWRSD.

With no further business, a motion was made by Selectmen Davenport to leave Executive Session at 6:37 pm to return to Open Session, seconded by Selectman Glover. VOTE: Selectman Davenport yes, Selectman Glover yes, Selectman Flynn yes.

OPEN SESSION:

Selectman Glover made a motion to appoint Selectman Davenport as Chairman of the Board of Selectmen, seconded by Selectman Davenport for discussion purposes.

Resident Doug Boyd asked for Selectman Glover's rationale for the motion and she responded that the voters wanted change with the recent elections, and she intended to make those changes. Other residents wondered why make the change now? Why not wait until the next election? Audience members thought that Chairman Flynn's vast experience and knowledge of the town is of value and the two newer Selectmen have barely had a chance to know the job like the Chairman does.

Selectman Davenport is uncertain as to whether the reorganization should wait until after the STM; that the Chairman is better suited and more familiar about the procedures of the meeting.

Resident Gary Weiner also voiced his uneasiness with making the change; that it is premature and could certainly wait until the next election.

After much discussion, Selectman Glover withdrew her motion and asked that it be put on the agenda for the first meeting after STM on October 28th.

PILOT agreements: The board will ask the Board of Assessors and Town Counsel to work on these agreements once the town votes at STM to allow the BOS to negotiate with the solar companies. This is a boiler plate agreement to even out the tax payments.

Town Administrator's report: See report, posted on webpage.

Ambulance Committee: TA Markel is exploring all possibilities. Selectman Glover volunteers to be on the committee. Town Accountant, Cliff Bombard volunteered as well. We ask that Editor, Tyler Witkop put an announcement in the W/H Times to seek interested parties.

ADA Grant: TA Markel has applied for a funding grant to study the town's needs.

Tree Removal Funds: Money from stabilization may be used to fund removal of most dangerous trees.

Stormwater Fee Schedule: A motion was made by Selectman Glover to approve the fee schedule as presented by the SW committee, seconded by Selectman Davenport. VOTE: All in favor and so voted.

Assessor's office: Renovation has been completed.

Town House Cupola: The cupola is in poor condition; the leak is bad, and Chairman Flynn suggests that TA Markel handle the necessary repairs

Conservation Commission: TA Markel has urged the commission to hire an assistant so the applications before them can be handled; as the office has been understaffed for months. He has talked with Wilbraham CC members and the agent will help with the training needed for a new hire.

Office Hours: TA Markel received a request from a resident to have Town House offices open one night a week. TA Markel will bring this forward at a staff meeting. to have the offices open one night a week. Bob will bring this up at a staff meeting.

Open Meeting Law Training: Selectman Glover will attend the training.

Emergency Management meeting: The Board wants to be proactive in finding out residents who have a need for oxygen or have other medical issues. It was suggested that a form be generated, a notice be sent to all residents, to submit necessary information on a volunteer basis so emergency staff is aware of specific needs.

Treasurer's Office: TA Markel has urged the Treasurer to find coverage for when he's out of town as well as other times he has need for assistance.

NOTE: The board will meet with the Assessors on October 21st to vote on a new appointment; to replace the vacancy left by Stanley Witkop's retirement.

Fire Chief Study: The board needs to come to a consensus as to the role of the Fire Chief. Should it be a part time or full-time position? If full time, must add funds for benefits. Selectman Glover asked if a presentation should be made before the town. Interim Chief has been granted an hourly rate for his time, but there are other staff members who are not compensated; those who handle record keeping, medical supplies and other duties. part time, under 20 hours, or the employee would get benefits.

Town Administrator search: Should a committee be formed? Selectman Davenport suggested that the department heads and other staff be polled as to the pros and cons of the position as established. TA Markel suggested using a group such as Collins Institute as they are "in the know" as to who's looking to move, retire, and who would be good fits for specific towns. Selectman Glover does not see the need to rush into making any changes right now.

Email usage and correspondence: Selectman Glover submitted a memo relative to the use of email exchanges and requested that a policy be established that all town employees should use our hampdenma.gov email addresses.

Town Credit Card: The board discussed the need to apply for another credit card to be used by the town as necessary with everyday purchases that arise. A motion was made by Selectman Flynn to authorize TA Markel to make such application at Monson Savings Bank, seconded by Selectman Glover. VOTE: All in favor and so voted.

Seeing no further business, a motion was made by Selectman Glover to adjourn the meeting at 8:15 pm, seconded by Selectman Davenport. VOTE: All in favor and so voted.

Respectfully submitted,

Pamela B. Courtney
Administrative Assistant

/pbc