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

PLEDGE OF ALLEGIANCE: The Pledge was recited.

MEETING MINUTES: The following minutes were reviewed, and Selectman Glover had recommendations for changes. A motion was made by Selectman Flynn to approve the minutes with changes, seconded by Selectman Glover. VOTE: All in favor and so voted.

- November 4, 2019
- November 25, 2019
- December 2, 2019
- December 9, 2019
- December 16, 2019

Dalton Zbierski from Turley Publications arrived at 6:12 pm and announced that he would be recording the meeting.

OLD BUSINESS

Police Department Policies: A motion was made by Selectman Flynn to approve the following policies as submitted by Chief Farnsworth, seconded by Selectman Glover. VOTE: All in favor and so voted.

- Exposure to Infectious Disease
- Juvenile Operations
- Field Reporting Management
- Handling Persons with Mental Illness
- Shift Briefing Roll Call
- Hands Free Law
- Identification Prevention of Bias Based Profiling
Board of Selectmen Policies and Procedures: Selectman Glover has drafted the next group of policies and procedures for the Board of Selectmen. Selectman Flynn noted that there is no need for a street policy as this goes before the Planning Board for approval.

Zoning Board of Appeals: L. Jed Berliner, Chairman of the ZBA came before the board to discuss a recent meeting at which the Board of Selectmen did not second a motion made to re-appoint Ed Loiko as a ZBA alternate member. At a previous meeting a motion was made by Selectman Flynn to re-appoint Mr. Loiko; that motion was not seconded and therefore, there was no further discussion. Chairman Berliner spoke in defense of Mr. Loiko and wondered why his character had been called into question, given that Mr. Loiko had not committed a felony, such as embezzlement, theft, bribery or violence. He reminded those in attendance that Hampden is served by the many volunteers who give their time to the town; that we are all neighbors and asked if this was how we wanted to treat our neighbors. He also called into question the behavior of board members, wondering if they had breached the Open Meeting Law by discussing this issue outside of a public meeting. Chairman Davenport assured the audience and Mr. Berliner that there was no prior discussion of this issue. Mr. Berliner asked that the board reconsider the appointment of Mr. Loiko. Chairman Davenport stated that the crux of the matter is that Mr. Loiko is on both the Planning Board and the Zoning Board of Appeals and the possibility exists for a conflict of interest to occur. He continued that if the Planning Board exists to protect zoning issues, then isn’t it apparent that having one member serving Planning and Zoning could create a conflict. Selectman Glover stated that she is well informed about the Open Meeting Law and assured the audience that there was no impropriety on the part of board members. Selectman Flynn noted that 90% of the appeals have never been before the Planning Board. Robert Howarth, Chairman of the Planning Board stated that he was at the meeting to show his full support of the re-appointment of Mr. Loiko; as were the other members of the Planning Board. Planning Board member, John Matthews stated that he has been and continues to be on the Planning Board, Ridgeline/Hillside and Stormwater Commission and has encountered no problems while serving on any of them. Selectman Flynn believes that the board is making a problem out of nothing. Selectman Flynn made a motion to reappoint Ed Loiko to the ZBA, seconded by Selectman Glover. VOTE: Selectman Flynn yes, Selectman Glover no, Selectman Davenport no.

Flag Policy: Chairman Davenport continued the earlier discussion regarding the Board of Selectmen’s policy regarding the lowering of the National Flag. He cited the United States Flag Code and Protocol and the MGL, Chapter 2, Section 6A with respect to flying the National Flag at half-staff at buildings under its jurisdiction. Past practice in town has been to lower the American Flag to honor residents of Hampden who have served on a board or committee. Chairman Davenport would like to change the policy to adhere to the Code and Protocol noted above (and attached to these minutes) and made the motion to change the flag policy to lower the flag at the direction from the Governor or the President as well as directions given by the Town Administrator. Selectman Flynn suggested that the new Town flag will be displayed at the intersection of Allen Street, East Longmeadow Road and Wilbraham Road. This Town flag will be lowered for 24 hours to honor a resident who has served on a committee or board, and this will be the only flag lowered in town for such an event. The motion included that this flag detail will be the responsibility of the Police Department and a posting will be made to the Town’s website as well, seconded by Selectman Glover. VOTE: All in favor and so voted.
NEW BUSINESS

Appointments to Council on Aging: The Board of Selectmen reviewed the appointments for Monique Downey and Martin Jacques. A motion was made by Selectman Flynn to appoint these members each for a 3-year term, expiring in 2023.

FY 2021 budget review/FY 2021 budget issues: The departments who submit their budgets to the BOS will be available for review at next week’s meeting. The board will also look at the allocated summary from Town Accountant, Cliff Bombard.

Highway Projects: Selectman Flynn asked that Highway Superintendent, Mark Langone come in soon to discuss his 2020 road projects.

Kenison Grievance: Dispatcher/Reserve Officer Kenison’s grievance will be deferred until the next BOS meeting on the 27th.

Dumpster Regulations/Lori McCool: Board of Health Agent Lori McCool had another appointment for tonight and will be rescheduled at a later date.

Contract Request: Highway Superintendent mentioned to the BOS that a change had been made to his contract that had not been discussed with him. Upon further review, Mark Langone chose to withdraw his request to change the document.

Capital Planning Committee: John believes that a bylaw is not essential, and perhaps a mission statement is all that needs to be in place, for the committee to proceed. That group included Don Collins, Heather Turcotte, Cliff Bombard, Dick Patullo, Pamela Rogers and Maura Ryan. The board would like TA Markel to head up the group to start identifying and reviewing capital needs. There was discussion regarding the recent School Committee Meeting and mention that a new chart of proposed capital projects will be distributed by the District that we should receive anytime.

School Subcommittee meeting: Selectman Flynn stated that the District is looking at all improvements needed for all schools; that the Wilbraham Middle School needs a roof and was thought that the original $25k will be paid by the district and the rest gets paid by the town that owns the building. Also mentioned was the chart mentioned above.

Human Resource Issues: TA Markel will work on getting job descriptions together. These were started when Elaine Grimaldi worked on our Employee Handbook, but she focused on finishing the handbook rather than work on the job descriptions. TA Markel will seek assistance with this.

BOS Meeting Schedule: Selectman Glover suggested that BOS meeting schedule be changed to every other week schedule. Selectman Flynn opposes the suggestion; stating that there are too many items in front of the board at this time for this to be effective. Chairman Davenport stated that he initially thought changing the schedule would be a good one; but agrees that there are too many projects that require the board’s attention to make that change.

Town Administrator Search: The board asked that TA Markel start the search process for a permanent TA. TA Markel suggested several companies that he can contact for assistance.
Capital Planning: A suggestion was made to ask capital planning to complete the fleet portion of the schedule.

NOTE: The Community Forum to be presented by the BOS on January 21st will inform residents of the pending decisions to be made for trash and recycling disposal and Ambulance needs. Selectman Flynn will run copies of a notice to be sent home with the students.

Ambulance Service: TA Markel has contacted all services in the region and has received responses. These will be reviewed in time for the forum.

ADA Planning Grant: An appointment slip will go out to newest member, Patricia Cubin. This brings the town one step closer to receiving grant funding.

Grants: The board asked that TA Markel track any grants in process and work to prioritize the list.

Planning Board: The Planning Board will hold a meeting with the Stormwater Committee on January 22nd to discuss the status of the new proposed bylaw. BOS members will attend as well.

Firefighter Mike Hatch: There was an early discussion about the need for the BOS to be involved with a promotion in the department, changing the status of Mike Hatch from Probationary to Call Firefighter. This is within the scope of the interim Chief Poulin’s authority and requires no vote by the board.

With no further business, a motion was made by Selectman Flynn to adjourn at 7:45 pm, seconded by Selectman Glover. VOTE: All in favor and so voted.

Respectfully submitted,

Pamela B. Courtney
Administrative Assistant
/pbc