

Town of Hawley, Massachusetts  
Minutes of Selectmen's Meeting – January 26, 2016

Present: John Sears, Bob Maclean, Phil Keenan – Board  
Virginia Gabert – Administrative Assistant  
Pam Shrimpton, Lark and Beth Thwing, Bob and Brandon Root, Hussain Hamdan

The meeting was called to order at 7:30pm.

1. Review and signing of treasury warrant – warrant 2016-17 and 2016-17 payroll were reviewed and signed.
2. Review and acceptance of prior meeting minutes – minutes from December 29 and January 12 were not ready yet.
3. Update from Communications Committee – Hussain and Lark updated the Board on progress. Committee is still working on concepts and evaluation.
4. Update from Personnel Committee – Lark reported that the candidate from Plainfield came in for an interview, and following consideration determined that she did not have the time and withdrew her application. Three additional candidates responded following advertisements, and interviews are set up for tomorrow.

Virginia reminded the Board that we need to plan for Richie's retirement this year.

5. Update from Finance Committee – Lark reported that the Committee met with Joe Markarian (FRCOG) who will help with the conversion of the budget format into one that is more UMAS compatible. He will also provide guidance on capital forecasting. There will be another Finance Committee meeting on February 5 to start working on the budget.
  - a. Review and act on Financial Controls – not ready for review yet.
  - b. Initial budget preparation – Highway Dept plans for next FY – Bob will talk with Richie about budget considerations.
6. Any other business not reasonably anticipated prior to posting agenda
  - a. FCCIP sent a letter explaining activities that they perform that cannot be covered by permit fees. Following discussion, it was determined that this was a justification for the town assessments.
  - b. Virginia shared demographic information provided by CPHS.
  - c. Virginia reminded the Board that she will be on vacation from February 21-28, and thus will not be available at the next Selectboard meeting. The following Tuesday is the Primary Election, so the meeting cannot just be postponed. The Board will decide on Friday February 19 whether or not they will hold a meeting on Tuesday, or just come in to sign the warrant. Virginia will prepare the warrant and payroll on Friday.

There being no further business, the meeting was adjourned at 8:15pm.

Respectfully submitted,  
Virginia Gabert, Administrative Assistant

Minutes accepted by Board of Selectmen:

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John Sears

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Philip Keenan

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Robert MacLean