

Town of Hawley
8 Pudding Hollow Road
Hawley, MA 01339
(413) 339-5518

Town of Hawley, Massachusetts
Minutes of Selectmen's Meeting – July 12, 2016

Present: John Sears, Bob MacLean, Hussain Hamdan– Board
Cass Nawrocki – Administrative Assistant
Virginia Gabert, Pam Shrimpton, Chris Tirone, Rick Kean, Courtney Hoyt, and Paul Hoyt.

The meeting was called to order at 7:40 pm.

1. **Review and acceptance of prior meeting minutes.** 6/14/2016, accepted and signed, with one correction written in ink by Hussain Hamdan.

2. **Treasurer issues – CHAP 90; Grant paperwork; vacation time carry over; Virginia trainings.** Virginia presented the Board with Chapter 90 - 8A Gravel paperwork to sign and also the Highway garage grant money reimbursement paperwork for engineering. Lastly, she asked the Board about the issue of carry over vacation time for herself and Gary Mitchell in the Highway Department. Virginia stated that in the past the Board has authorized up to 2 weeks carry over. And last year the Board also authorized a pay out of more than 2 weeks. John stated that since we have a policy, we should adhere to it, but the personnel policy is currently up for review. He is generally not in favor of piling up vacation time, since it is there so that employees can take the break. Hussain agreed and felt that a small carry over is fine. Virginia asked if they would still authorize a 2 week carry over for her considering her past carry over and also of the issue of unused time. Hussain wondered if compensation could be made at a lower rate of pay. Courtney stated that she did not think it was fair that Virginia not be compensated for time she had worked because there was too much work for her to do. Chris stated that he thinks if the vacation is earned, someone should not lose it or at least should be compensated for it. He reminded that vacation policy applies to the Highway crew as well as Virginia. John stated that he feels that Virginia should carry over 2 weeks. And Gary, in the Highway Department, likewise should be allowed to carry over 80 hours of vacation. At fiscal year end, Gary has 3 hours over the 80 hours – should he be compensated for those 3 hours? Hussain stated that the select board should be careful to just follow the existing policy until actual changes to it have been made. Bob and Hussain agreed that Gary should just be allowed to carry over the vacation, the 80 hours and lose the 3 hours. All agreed that this seemed fair. Virginia's situation is slightly different - this year, she reduced her hours from 30 per week to 25. At fiscal year end, she now has 71 hours of unused time (she used 89 hours out of 160, leaving 71). Hussain read relevant portions of the existing personnel policy aloud. The Board all expressed appreciation for Virginia's hard work and dedication and did not want to penalize her, but stated that the policy

needs to be clear and fair for all employees. Bob proposed that Virginia be allowed to carry over 60, instead of 50 hours, and lose the extra 11 hours she has. The Select board allowed Virginia to carryover additional hours because of the added responsibilities of her new position and the difficulty of her taking time off because of them. The Personnel Committee will be reviewing this leave policy shortly. Virginia also asked if she could take two trainings in August – A Massachusetts Association of Assessing Officers week-long training for \$500 and a Treasurer’s School training for 4 days, \$95. Neither event overlaps with Board meeting weeks. All Board members agreed for her to attend both.

- 3. Highway Supplies (Propane Gas and Gravel) outstanding bid awards. Propane :** Cass explained that she had obtained the information on the Propane Gas bid that the Board had requested last meeting. George’s bid is indeed a fixed price of \$1.38/gal. Regarding Sandri’s bid (“BPN Weekly Published Selkirk avg pricing on delivery plus a constant markup of \$0.40/gal), Sandri had told Cass that the amount of the BPN Weekly Selkirk on June 27th was \$0.68895 and thus the price to us on that day would have been \$1.089 per gallon. Mirabito’s fluctuating bid price as of 6/27 would have been \$1.064. and they had told Cass they would deliver out of their Dalton location. Discussion ensued regarding depot locations and different Selkirk figures and since Mirabito was an unknown and the question of their reliability came up; Bob stated that they would not still be in business if they were not reliable; and lastly it was discussed whether it would be better to go with the fixed price option that George offered or take a chance on a fluctuating price. All agreed that there was no way to really know without more analysis and research and that Mirabito’s bid was the lowest. All agreed that Mirabito’s bid be accepted. *Gravel:* Cass explained that Brendan had been to see the gravel products which had been bid and that he would like to recommend that the Board go with Mitchell’s bid for their plain gravel (the lowest bid) and if Brendan needs SRG for a project, he will buy it as needed in smaller quantities during the year from Sugarledge. All agreed that this seemed reasonable and that Mitchell shall be awarded the contract.
- 4. Letter to Joint Committee on Election Laws (Chairs), regarding Bill S.2322 (re power of recall).** The Selectboard signed a letter to Michael Brady and John Mahoney in support of Bill S. 2322, giving Hawley citizens the power to recall elected officials who “might become incapacitated while in office, those who willfully disobey ethics laws or those who do substantial damage to the town in some other way”.
- 5. Franklin Regional Transit Authority (FRTA) Disabled Commuter Appointment.** Hussain, as the representative to FRTA, is aware of this issue. FRTA is asking in a letter for Hawley to take its turn to appoint a person to serve on the FRTA Advisory Board who is a disabled commuter who is mobility impaired, have a family member or is a caretaker of someone who is mobility impaired, or work for an organization that serves the needs of the physically disabled. Hussain feels that this does not apply to Hawley since Hawley has no commuters who use the transportation. He states that other towns do not appoint anyone if they have no riders, and FRTA understands. Cass had been under the impression that the person would not need to be a commuter; Hussain will double check, but all agreed that Cass will write a letter to FRTA expressing that Hawley cannot meet their criteria.
- 6. Hawley Police services update.** Hussain stated that he had of yet been unable to speak with Jared from Charlemont about the Police Chief position. Hussain said that there are others who are interested and he was actually approached by a candidate but that person

ended up not being viable. Hussain will continue to try to speak with Jared – Courtney said that the Charlemont police hours are Tuesday and Thursday evenings from about 5-10. John had spoken with Steve, the outgoing chief, when he had come in about the plan to break the police tasks up among different people and Steve thought it would work. Virginia wondered who will be doing police duties in July since Steve had given her his keys and said that he had worked his last day. John stated that perhaps he gave Steve the impression that Hawley didn't need him to fill in anymore, since we had a plan. Virginia will call Steve and ask if he would be willing to do one more month. Meanwhile, efforts will proceed posthaste to resolve this issue.

7. **Highway Garage satellite.** Cass said that she had contacted Granby TV as requested so that we would have more than Charlemont TV's quote. Granby is also Hughes net-\$299.98 for purchase or \$10/mo lease; service package is \$30/mo for 5 download, 1 upload or \$39.99 for 10. Courtney stated that they used to have Hughes Net and found it poor and slow; they now have Excede, which is much better capacity. Charlemont TV installed her Excede dish. Hussain said that Brendan should not need much speed capacity because he only needs to access email and internet for research and Brendan will need to be informed that the data is capped. Virginia reminded all that we do have a promo card for Hughes Net. Cass will turn this new information (Granby TV and Excede) over to Lark Thwing to look into further.
8. **Annual Mohawk Area Public Health Coalition dinner – Board of Health and Emergency Preparedness.** John attended this meeting and there was discussion on community Emergency Preparedness, regarding people with special needs – how to evacuate, etc. John has spoken with Greg Cox as the Emergency Manager and Greg maintains a list of people in Hawley who have special needs. John then spoke with Ann Falwell, the chair of the Council on Aging (COA), and informed her that Greg keeps this list. Ann will speak about this at the next COA meeting and will pass names along to Greg. Pam, as the Town Clerk, will also keep this in mind as she becomes aware of a resident with special needs.
9. **Review and signing of treasury warrant.** Virginia presented the Board with 4 warrants - 2 final for FY 2016, and 2 for this week of FY 2017.
10. **Any other business not reasonably anticipated prior to posting this agenda.**
 - a. **Small town summit in Deerfield 7/13.** Both John and Hussain will be attending this meeting.
 - b. **Side Hill Farm denied building permit.** John stated that the building inspector had forwarded a letter that Side Hill Farm's application (Paul Lacinski and Amy Klippenstein) to bump out their building 10 feet for a robotic milking unit had been denied. Therefore, the Zoning Board of Appeals will likely be hearing from Paul and Amy.
 - c. **FRCOG Draft Energy Reduction Plan.** John relayed that the Energy Reduction Plan draft has been received for our review. This is a component of the Green Communities effort.

- d. **Next Selectboard meeting.** John will be away on Tuesday, July 26 (the next scheduled Selectboard date) at a Wood Heat Workshop focusing on the air quality issue of municipal and school use of wood products for heat. All decided to move the next meeting to Wednesday, July 27th at 7:30.

- e. **Heath Education Task Force meeting.** Both John and Hussain attended this meeting recently. There were many good ideas and overall a possibility of good collaboration on solutions for Heath to everyone’s benefit. One of their big concerns is what to do with their existing school building, but they do own it and it has high speed internet, so it could be attractive to business. Another idea was to keep their prekindergarten there and also lease space. The big question is what the cost savings would be for Heath, Charlemont, and Hawley. Discussion about what will happen to the teaching staff and contract issues. Hussain thought it could become complex. Rick stated that The Recorder had said in an article that Heath was also in discussions with Colrain and Rowe. John said that Heath is leaning more toward working with Hawlemont.

- f. **Internet Hybrid working group.** Rick reported that there would be a Communications Committee meeting, the Hybrid Group, this week which would likely be small. They are supposed to be working with MBI on a readiness assessment, which is difficult, because Hawley is not ready for that yet. Bill Ennen knows this and tells Rick to just bear with it. John asked about the location of towers – Rick says that Lark Thwing is working on that part. Hussain stated that the town will need to be resurveyed.

- g. **Hampshire County Selectboard Meeting.** Hussain went to this meeting at the Blue Bonnet a week ago. There is an effort underway, a bill in the legislature that would address Municipal Modernization and look to streamline antiquated processes. Hussain gave the example of all the Board members needing to sign warrants – perhaps it could be just one member. He will keep an eye out for this legislation.

There being no further business, the meeting was adjourned at 9:03 pm.

Respectfully submitted,
 Cass Nawrocki, Administrative Assistant

Minutes accepted by Board of Selectmen:

 John Sears

 Hussain Hamdan

 Robert MacLean

Appendix A - Relevant documents:

- Hawley Personnel Policy
- Town of Hawley Energy Reduction Plan – Draft
- Email communication from FRTA, Michael Perreault, regarding a disabled commuter appointment
- Letter from the Board to Michael D. Brady and John J. Mahoney, Chairs of the Joint Committee on Election Laws regarding Bill S. 2322