

BOARD OF SELECTMEN MINUTES –September 20, 2010

SUNDERLAND TOWN OFFICES

Present: Mr. Fydenkevez, Mr. Bergeron and Mr. Pierce

Others: Margaret Nartowicz, Town Administrator

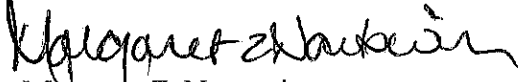
Behind the Camera: Tom Zimnowski

- Call to order at 6:25p.m.
- Executive session MGL c.30A, § 21, ¶1 read by Chair, Mr. Fydenkevez. Motion to enter by Mr. Bergeron, 2nd by Mr. Pierce. Roll Call Vote Pierce-yes, Bergeron-yes, Fydenkevez-yes. Will reconvene in open session. Reconvened in open session at 6:30pm.
- Executive session MGL c.30A, § 21, ¶3 read by Chair, Mr. Fydenkevez. Declared that open session may have detrimental effect. Motion to enter by Mr. Bergeron, 2nd by Mr. Pierce. Roll Call Vote Pierce-yes, Bergeron-yes, Fydenkevez-yes. Reconvened in open session at 7:12pm.
- Mr Fydenkevez-thank you to everyone who showed support at car wash to benefit a town employee with medical issues. Reminder-this Thursday evening will be Sunderland Elementary School's open house.
- Sewer Rate- Herb Sanderson presented recommended FY11 sewer rate. Recommends \$225/unit. Bills will go out upon Board's signature on the warrant. Rate went up slightly due to small increase in sewer budget. Mr. Bergeron-question whether an amount could be added to sewer bill for capital needs. Discussion regarding setting aside funds for capital needs. \$276,750 to be raised from sewer receipts for sewer budget. Motion to set \$225 rate per hookup for the coming year by Mr. Bergeron, 2nd by Mr. Pierce. Vote 3-0.
- Reconciliation-Mr. Sanderson provided summary of issues with reconciliation and plan to rectify. Mr. Bergeron-expects timely reconciling. Mr. Sanderson-would like to get back to monthly reconciling. Need to get back to a good starting point. Task has become big project. Best option is to get outside help to catch reconciling up to current, and then begin doing monthly reconciliation. Expect to complete monthly reconciliation by 6 weeks after the end of the month to be reconciled. Discussion regarding burdens of increased mandates. Mr. Fydenkevez-recommend the Town get caught up, then do regular monthly reconciliation. Mr. Pierce-question about automating certain finance functions, electronic bank statements. Mr. Sanderson-could look into it.
- September 13, 2010 Minutes-Motion to amend by Mr. Bergeron, 2nd by Mr. Pierce. Vote 3-0. Motion to approve amended minutes by Mr. Bergeron, 2nd by Mr. Fydenkevez. Vote 2-0-1.
- Senior Tax Work-Off Program-Discussion regarding income limits. Suggestion to try no income limits in first year, then revisit after one year. Mr. Bergeron-Motion to have no income limits first year and revisit in one year, 2nd by Mr. Pierce. Vote 3-0. Motion to cap annual abatement per household at \$500.00 by Mr. Bergeron, 2nd by Mr. Pierce. Vote 3-0. Program Administrator to be Town Administrator/Board of Selectmen's Office, with assistance from Treasurer/Collector and other departments. Motion to cap participation at 8 participants by Mr. Bergeron, 2nd by Mr. Pierce. Vote 3-0.
- Union #38 Instructional Assistants Negotiations- Move to rescind vote for Mr. Bergeron's participation in negotiations by Mr. Bergeron, 2nd by Mr. Pierce. Vote 3-0. Motion to appoint Mr. Pierce as Board of Selectmen designee for Union #38 Instructional Assistants Negotiations by Mr. Bergeron, 2nd by Mr. Pierce. Vote 3-0.
- Board of Selectmen Meeting Schedule-Mr. Fydenkevez-if not a full agenda, suggest that the Town Administrator recommend to the Chair that Board of Selectmen's meeting be canceled.
- Performance Evaluations-Chair will do Town Administrator's evaluation; Mr. Bergeron-Police Chief's, and Mr. Pierce-Fire Chief's. Evaluations to be completed by October 13th.
- Financial Policies being reviewed and marked up for further review.
- Staffing Contingency Procedure-Move to adopt Department Staffing Contingency Procedure by Mr. Bergeron, 2nd by Mr. Pierce. Vote 3-0.
- Interim Highway Foreman-Motion to appoint Ed Skribiski as Interim Highway Foreman at \$20.00/hour rate until return of Highway Superintendent by Mr. Bergeron, 2nd by Mr. Pierce. Vote 3-0.
- Sick Leave Bank Proposal-Continue discussion next week.

- Part-time Police Officer Resignation-Motion to accept Officer LaRose's resignation by Mr. Pierce, 2nd by Mr. Bergeron. Vote 3-0.
- Next Monday, September 27th at 7:00 p.m.-Board of Selectmen 4-town joint "Regional Opportunities" meeting.
- Warrant and correspondence by signature.

Motion to adjourn by Mr. Bergeron, 2nd by Mr. Pierce. Vote 3-0. Meeting adjourned at 8:10pm.

Respectfully submitted,



Margaret Z. Nartowicz
Town Administrator

POSTED IN ACCORDANCE WITH THE PROVISION OF M.G.L. CHAPTER 39 § 23A AS AMENDED

BOARD OF SELECTMEN Place: Sunderland Town Office Building
Day: Monday Date: **September 20, 2010** Time: **6:15PM**

AGENDA

CALL TO ORDER

APPOINTMENTS

7:00PM Herb Sanderson, Treasurer/Collector re: set sewer rate & reconciliation

APPROVE MINUTES

September ~~20~~, 2010
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OLD BUSINESS

- Updates: Special Town Meeting, CDS review (Hearing on October 4th), landfill, EPC
- Senior Tax Work-off program
 - Union 38 Instructional Assistant Union Negotiations- Appointment of Board designee
 - Selectmen meeting schedule
 - Selectmen designee for performance evaluations for: Fire Chief, Police Chief, Town Administrator/Board evaluation forms
 - Town Financial Policies review

CORRESPONDENCE

PUBLIC COMMENT

NEW BUSINESS

- Review/Adopt Department Staffing Contingency Procedure
- Appoint Edwin Skribiski as Temporary Highway Superintendent
- Sick Leave donation proposal
- Accept Officer LaRose letter of resignation

EXECUTIVE SESSION

6:15PM MGL C30A, §21, ¶1 and 3

OTHER IMPORTANT DATES TO REMEMBER

- September 27, 2010 - Next Board of Selectmen's Meeting
- September 29, 2010 – 11AM-12:30PM – Rep. Steve Kulik Office hours at Town Office Building
- October 16, 2010 – Fall Festival 10AM-4PM