

BOARD OF SELECTMEN'S MEETING
MONDAY, FEBRUARY 6, 2012
7:00 PM AT THE TOWN OFFICE BUILDING

PRESENT: Selectmen Patrick J. Brady, presiding, Robert J. Boilard and James E. Thompson, Town Administrator Robert A. Weitz, and Pamela E. Beall, selectmen's secretary.

I. APPOINTMENTS

Town Treasurer: borrowing for storm costs

Selectmen met Town Treasurer Thomas Sullivan to review storm costs for the emergency response to the October snow event.

MOTION made (Boilard) and seconded (Thompson) that in accordance with Chapter 44, Section 8(9) of the General Laws, there is authorized the borrowing of \$ 4,900,000 to pay emergency appropriations associated with the town's response to the October 29, 2011 Nor'easter, which are described in Exhibit A.

And further that each member of the Board of Selectmen, the Town Administrator, the Town Clerk, and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote. Approved 3-0.

Materials referenced: summary of storm clean up costs and authorization vote; all signed documents were released to the Town Treasurer.

Recreation Director: PARC Grant Contracts

Selectmen met with Bryan Litz, recreation director, to review the documents and project agreement relating to a grant award for renovations at Spec Pond. Mr. Litz reported that the town received only 10 percent of the amount requested. This will be used to cover continuation of design costs and other elements which can be covered with the scope of the award.

MOTION made (Boilard) and seconded (Thompson) to enter into contract agreement with the Executive Office of Energy and Environmental Affairs, in the value of \$39,040 for a design project for Spec Pond Recreational Area Renovation Project and that the chairman be designated as the authorized signatory for all contract documents. Approved 3-0.

Materials referenced: project scope and contract authorizations

Union Representative: IAFF Contract

Selectmen met with President Victor Robidoux and officers of IAFF Kevin Brown, William Manseau, David Bourcier, and Paul Budaj. Chief Nothe was also present.

Chief Nothe summarized the negotiations for the contract which began in February with the goal of achieving a cooperative agreement. Chairman Brady expressed appreciation for the efforts made to deal with some difficult issues. President Robidoux stated that the union members had accepted the agreement and all parties were present to sign.

MOTION made (Boilard) and seconded (Thompson) to approve a collective bargaining agreement with the Uniformed Firefighters of Wilbraham (Local 1847, IAFF, AFL-CIO) effective July 1, 2011 to June 30, 2013 and [attached to the minutes for reference](#). Approved

3-0.

Materials referenced: signature copies of completed agreements; one was released to IAFF representatives

William J. Bickley: Citizen Emergency Communication Systems Report

Selectmen met with Jack Bickley of the Massachusetts Maritime Academy to hear recommendation about communications during future emergencies. Mr. Bickley's project was supervised by Walter Damon, Ed Rigney and Chairman Brady and focused on recommendations for improvement and initiatives to enhance communications during emergencies.

During discussion Mr. Bickley commended on priorities among the recommendations. Director of Elder Affairs Paula Dubord commented on the needs of seniors. Mr. Rigney noted that there are some items with will need funding, such as a reverse E911 system. Mr. Bickley will continue this project, expanding on the concepts and collecting additional information.

Materials referenced: Power Point presentation with highlights of recommended action items.

Chief Roger Tucker: police personnel

Chief Tucker addressed the board about the need to fill vacant staff position, particular with promotions to captain and sergeant positions.

Materials referenced: memorandum from chief outlining department needs and promotion procedure.

MOTION made (Boilard) and seconded (Thompson) to approve the undertaking of promotional procedures as outlined in IBPO union contract, Article 22, Section 2 to fill positions as captain and sergeant, and further to authorize the hiring of a consultant to conduct written examinations as part of the procedure. Approved 3-0.

In another matter, selectmen reviewed an employment agreement with Chief Tucker.

MOTION made (Boilard) and seconded (Thompson) to approve an employment agreement with Chief Roger Tucker for service as Police Chief for the period January 1, 2012 to December 31, 2014, pursuant to authority of General Laws chapter 41, section 108-O. Approved 3-0.

Materials referenced: agreement for police chief employment

II. TOWN ADMINISTRATOR'S REPORT

Mr. Weitz reported that the **Traffic Safety Team** met last week and discussed two issues. On the matter of traffic and pedestrian safety at the Middle School, police will look at signage and crossingat. On the question of bus parking on Faculty Street for an event at the Wilbraham & Monson Academy, the group was satisfied that this was a one-time situation and that off-street areas are available for bus parking.

FY 2013 Budget Review

Mr. Weitz gave an overview of the budget developed in the past several week, with department reviews. The general operating budget is projected with a 1.6% increase. He noted highlights in both the increase and decrease sides.

During discussion selected asked about the funding of the retirees health benefits liability as well as the projections to pay for the expense of storm response. Mr. Weitze stated that borrowing

was in place and that through the use of free cash and overlay surplus, the storm damage expense would not need to be voted as a Proposition 2.5 debt exclusion. Mr. Boilard indicated that there should be ongoing discussion with Finance Committee about the rebuilding of homes damaged by storms and the potential that this would add to the tax levy base as new growth.

Materials referenced: FY 2012 budget prepared by Town Administrator

III. SELECTMEN'S UPDATES

James E. Thompson

Mr. Thompson asked if selectmen would be willing to invite the Hampden selectmen to Wilbraham for a 6:30 joint meeting to hear from the **Medical Reserve Corps** representatives. Selectmen were amenable to this.

Mr. Thompson noted an item in the mail log from a student volunteer asking for the towns of Hampden and Wilbraham to be involved in events promoting cooperation on **conservation and environmental issues** in the two towns.

Materials referenced: e-mail letter from Casey Lu, 1-21-12

IV. CITIZENS OPEN FORUM

There were no citizens seeking to address the board.

V. OLD BUSINESS

Amend: Surplus Disposal Policy

MOTION made (Boilard) and seconded (Thompson) to change the first paragraph of Section 2 of the surplus property policy, adopted January 23, 2012 to read as follows: "Property shall be declared surplus by the Department Head having custody of the property if having an estimated net value of less than \$500, or by the Board of Selectmen, if the property has an estimated net value of more than \$500 ("Disposition Agent")."
Approved 3-0.

LPVEC Natural Gas Procurement

MOTION made (Boilard) and seconded (Thompson) to authorize and appoint Paul W. Schroeder, Manager of Energy Services for the Lower Pioneer Valley Educational Collaborative, as our "Agent" for the purchase of natural gas under the terms of the LPVEC Cooperative, Transport Natural Gas Invitation for Bids dated 2/10/2012. The Board of Selectmen authorizes the Agent to lock on basis and/or commodity with the lowest priced responsible and responsive bidder as soon as the bids are opened and will award and execute a contract with the successful bidder, per the contract terms in the invitation for bids. Agent has all power to enter into and administer binding contracts and transaction confirmations for the purchase and sale of natural gas on the town's behalf so that any action taken by Agent shall bind us as if the board had executed the contracts and transaction confirmations on its own authority. Approved 3-0.

VI. NEW BUSINESS

Indemnification

MOTION made (Boilard) and seconded (Thompson) to indemnify Victor Robidoux

according to MGL Chapter 41 Section 111F for 15 tours of duty lost between November 27, 2011 and January 22, 2012 due to his injury on duty July 20, 2011,, as outlined in memorandum from Lena McCaffrey, Administrative Secretary to the Wilbraham Fire Department dated January 23, 2012. Approved 3-0.

Materials referenced: memorandum from Lena McCaffrey, Jan 23, 2012.

Request for Hiring: selectmen's staffing

MOTION made (Boilard) and seconded (Thompson) to authorize hiring of a full-time administrative assistant to the Town Administrator and Board of Selectmen in the Selectmen's Office to fill a position to be vacant by retirement on March 30, 2012. Approved 3-0.

Materials referenced: request for hiring as prepared by HR Coordinator

Local 98 Positions Review

MOTION made (Boilard) and seconded (Thompson) Move to approve the upgrade of the position of Water Service Worker on Grade 6 to Grade 5 of the Local 98 pay scale for DPW employees. Approved 3-0.

Materials referenced: summary of upgrades requested by departments, prepared by HR Coordinator

Town Report Planning

Ms. Beall summarized a plan to feature the devastating storms and unusual 2011 weather, and the town's emergency responses to same as the organizational theme for the Annual Report. Selectmen had no objection to the plan.

Materials referenced: note and draft materials for cover and thematic foreword.

VII. LICENSING AND OTHER APPROVALS

YMCA Triathlon Event

MOTION made (Boilard) and seconded (Thompson) to grant permission to the Scantic Valley YMCA for the use of public property, including streets and sidewalks for a triathlon event on June 24, 2012 between the hours of 7:00 to 9:00 AM and to forward the request to public safety officials for review. Approved 3-0.

YMCA Walk-Run Event

MOTION made (Boilard) and seconded (Thompson) to grant permission to the Scantic Valley YMCA for the use of public property, including streets and sidewalks for a walk-run event on April 28, 2012 between the hours of 9:00 to 9:00 AM and to forward the request to public safety officials for review. Approved 3-0.

VIII. MINUTES OF MEETING

MOTION made (Boilard) and seconded (Thompson) to accept the meeting minutes of January 23, 2012 and 27, 2012 as submitted and Executive Sessions of January 9 and 23 as submitted. Approved 3-0.

IX. EXECUTIVE SESSION

MOTION made (Boilard) and seconded (Thompson) to go into executive session for the purpose of discussing strategy with respect to collective bargaining because discussion in open session may have a detrimental affect on the town's position, and that the board return to open session to adjourn. Approved on roll call vote with each individual voting affirmatively.

The executive session commenced at 8:40 PM.

Having no further business, the meeting was adjourned at 8:55 PM.

Town Administrator

Patrick J. Brady, Chairman

Robert J. Boilard, Vice Chairman

James E. Thompson, Clerk