

**BOARD OF SELECTMEN'S MEETING  
Tuesday, December 18, 2007  
7:00 PM AT THE TOWN OFFICE BUILDING**

PRESENT: Selectmen James E. Thompson (presiding), Patrick J. Brady, and David W. Barry, Town Administrator Robert A. Weitz and Pamela E. Beall, secretary.

**I. APPOINTMENTS**

Utility Hearing

Selectmen met with Verizon New England representative Andy Hufnagel. Mr. Hufnagel explained the proposal for underground conduit to be placed at the intersection of Stony Hill and Tinkham Roads. The conduit will be installed later in 2008 in order to service the telecommunications tower off Soule Road. Abutter Tom Gallagher addressed the board and Mr. Hufnagel responded to his questions and concerns.

**MOTION: To grant permission to Verizon New England to place conduit along and across the intersection of Stony Hill Road at Tinkham Road intersection, for the purpose of servicing a telecommunications tower off Soule Road, as outlined in the petition number 9ACZSP, dated November 9, 2007. (Brady, Barry) Approved 3-0.**

**II. CITIZEN'S OPEN FORUM**

**III. TOWN ADMINISTRATOR'S REPORT**

Mr. Weitz reported that the **budget** will be ready for selectmen's review at the next meeting and then will go to the Finance Committee.

January 24 is the date for switch over the new **town office telephone system**.

**IV. SELECTMEN'S UPDATES**

Patrick J. Brady

Mr. Brady noted that there were 13 positions in the **senior work-tax relief program**. He asked if there have usually been more applicants than available work positions and if a waiting list has been established.

**V. OLD BUSINESS**

Private Ways

The Town Administrator noted that there were now 24 of 30 **private ways** which have reached the requirement of 51% granting permission to plow their private ways.

**MOTION: To direct the Department of Public Ways to continue snow removal current policy until the next meeting of the board in January. (Brady, Barry) Approved 3-0.**

Polling Place

Selectmen discussed a Building Inspector's report about poor conditions at the Community Center at the Pines, which will preclude using it as a polling place. The Town Clerk has requested that the Senior Center at the YMCA be used for future elections. After some discussion about notification to voters and the 2008 election calendar, selectmen agreed to revisit a permanent change until the board could meet with the Housing Authority.

**MOTION: To relocate Precinct A polling place to the Senior Center at Post Office Park for the presidential primary in February. (Brady, Barry) Approved 3-0.**

Insurance for Elected Officials

Selectmen discussed the town group insurance benefit as it applies now to elected officials. Chairman Thompson expressed preference to continue benefits to two elected officials who are currently enrolled, in effect “grandfathering” them from the policy change under consideration.

**MOTION: To adopt a policy, effective May 1, 2008, whereby participation in the Town of Wilbraham Group Insurance Plan, is limited to those employees working at least 20 hours per week on a regular basis and to those elected officials who can document working at least 20 hours per week on behalf of the town on a regular basis and those elected officials who are paid a minimum compensation of \$10,000 per year, excepting that two current elected employees enrolled in the plan as of December 18, 2007, to be “grandfathered” as to enrollment in the Group Insurance Plan. (BARRY, THOMPSON) Approved 2-0.**

Personnel Board Recommendations: IT Director

Selectmen discussed the recommendations of the Personnel Board relative to the change in grade and wage adjustment for the Director of Information Technology. Mr. Weitz noted that the Personnel Board did not favor the change, but he made recommendation for a wage adjustment, but not a grade change.

**MOTION: To approve an equity wage adjustment to bring the IT Director salary to mid-point in Grade 6, effective January 1, 2008, pending identification of funding availability by the Town Administrator and Town Accountant. (Brady, Barry) Approved 3-0.**

Hollow Road

Selectmen discussed the status of Hollow Road, and the divergent view expressed by residents and abutters.

**MOTION: To begin the statutory process to consider the discontinuance of maintenance of Hollow Road. (Brady, Barry) Approved 3-0.**

**VI. NEW BUSINESS**

Department Budget Review

Selectmen reviewed departmental budget requests for budgets under selectmen and administrative control (selectmen, town office, town property, legal, insurance, etc).

Indemnifications

**MOTION: To indemnify Officer Christopher Doyle pursuant to MGL Chapter 41 Section 100 for medical bills in the amount of \$1,478.57 and pursuant to MGL Chapter 41 Section 111F for 168 hours during the month of October and for 160 hours during the month of November, 2007. (Brady, Barry) Approved 3-0.**

Appointments

**MOTION: To appoint Ed Rigney to the Ambulance Oversight Committee for a term expiring in 2010. (Brady, Barry) Approved 3-0.**

On-call Firefighters

**MOTION: To authorize the hiring of two on-call firefighters, using procedures established in the policy dated January 28, 2002. (Brady, Barry) Approved 3-0.**

Wellness Program Initiative

Selectmen reviewed the request to support a grant application from Scantic Valley Regional Health Trust, which would create a pilot wellness program for member towns. Mr. Weitz noted that the SVRHT had been discussing such a program for the past several months and a grant program was recently identified to fund it. Mr. Brady expressed some reservations about aspects of the program and asked that in a year there be a report made to evaluate the program outcomes.

**MOTION: To authorize the Town Administrator to send letters from the Board of Selectmen to the Scantic Valley Regional Health Trust in support of a grant application to the Massachusetts Department Public Health for a pilot project to promote regional wellness programs, as well as a letter committing to the participation of the Wilbraham Health Agent in this program. (Brady, Barry) Approved 3-0.**

**VII. LICENSING, OTHER APPROVALS**

License Renewals

**MOTION: To approve renewal of licenses as listed on documents titled *2008 Renewals: Food Establishment (all types), Common Victualer, Retail Tobacco Sales, Local Entertainment, Auto Sales Class One and Two, Amusement Devices (games), Amusement Devices (juke box), Sunday Entertainment, Public and Semi-Public Swimming Pools, Motels, and Tanning Facilities and Equipment, said licenses expiring December 31, 2008.* (Brady, Barry) Approved 3-0.**

**MOTION: That the all licenses for the following businesses are to be marked “pending” and not issued until receipt of a signed renewal application for 2008: Neighborhood Deli, Boston Grille, Sugar DL’s Baked Goods, The Roses Bed & Breakfast, Rita’s Italian Cuisine, and Orchard Valley. If no renewal application is received, selectmen authorize an expiration notice be sent advising businesses that operations requiring a license must cease December 31, 2007 at 11:59 PM. (Brady, Barry) Approved 3-0.**

Reserve Fund Request

**MOTION: To recommend and forward to the Finance Committee a Reserve Fund transfer of \$1,725 from the Board of Cemetery Commissioners for fence and monument repairs as outlined in a request dated Nov. 7, 2007. (Brady, Barry) Approved 3-0.**

Rotary Club Special Event

**MOTION: To grant permits for food service, one-day alcohol service, and a one-time auction on January 26, 2008 at Scantic Valley YMCA for a non-profit charitable event sponsored by the Wilbraham-Hampden Rotary Club. (Brady, Barry) Approved 3-0.**

Sewer Expansion Project Easements (2)

**MOTION: That the Board of Selectmen sign a Permanent and Temporary Easement executed by the Wilbraham Housing Authority on December 11, 2007 in connection with the town's Main Street Sewer Expansion Project. (Brady, Barry) Approved 3-0.**

**MOTION: That the Board of Selectmen sign a Permanent and Temporary Easement executed by the Falcon Housing Corp. on November 28, 2007, in connection with the town's Main Street Sewer Expansion Project. (Brady, Barry) Approved 3-0.**

Excavation Permits

**MOTION: To grant excavation permits to Bay State Gas Company for use at 221 Main Street, with such requirements and restrictions as listed by the town's Engineering Division on the permit application form. (Brady, Barry) Approved 3-0.**

**VIII. MINUTES**

**MOTION: To accept the minutes of December 3 as corrected, and executive session December 3 as submitted. (Brady, Barry) Approved 3-0.**

**IX. OTHER CORRESPONDENCE, SIGNATURES**

Correspondence signed at the meeting is itemized in Attachment A.

**X. EXECUTIVE SESSION**

**MOTION: To go into executive session for the purpose of discussing strategy with respect to litigation 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. (Brady, Barry) Approved 3-0.**

The executive session commenced at 8:00 PM and ended at 9:20 PM

Having no further business, the meeting was adjourned at 9:20 PM.

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Town Administrator

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James E. Thompson, Chairman

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Patrick J. Brady

**ATTACHMENT A**

The Board of Selectmen signed the following documents at their meeting on Tuesday, December 18, 2007:

1. Minutes of November 19 and 26, 2007
2. Minutes of executive sessions November 19 and 26, 2007
3. Three copies of Permanent and Temporary Easements, granted by Wilbraham Housing Authority, dated December 11, 2007.
4. Three copies of Eminent Domain Taking of Easement from Falcon Housing Corp, dated November 28, 2007.
5. Reserve Fund request, Cemetery Commission \$1725.00
6. Excavation permit, Bay State Gas Company for 221 Main Street.
7. Two copies of pole filings (conduit at Tinkham and Stony Hill), Verizon New England #9ACZSP.
8. Sunday entertainment permits for 2008: Wheely-Funn Inc., TDWF, Inc., O'Driscolls, Inc., and Co-Ed Billiards, Inc.
9. Annual Section 14 liquor license permit, Wilbraham and Monson Academy.
10. Temporary permits for Wilbraham Rotary Club fundraising event: January 26, 2007, Section 14 alcohol service, temporary food and one-time auction.