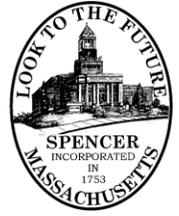


## Minutes of the Meeting of the Board of Selectmen



Date: Monday, January 14, 2013  
Time: 6:00 p.m.  
Place: McCourt Social Hall, Memorial Town Hall, Spencer, MA  
Present: Chairman Pepe, Vice Chair Woodbury, Clerk Stevens, Members Berthiaume & Fritze, and Town Administrator Gaudette

At 6:33 p.m. Chairman Pepe called the meeting to order and led the pledge of allegiance.

### **Approval of Minutes:**

*A motion to approve the minutes of the Business Meeting of December 10, 2012 and workshop Meeting of December, 17, 2012 (Berthiaume / Woodbury) passed 5/0.*

### **Citizen Input:**

None

### **Communications: Employee Introductions:**

Mr. Tyler introduced Rebecca Pedone, Utilities & Facilities Jr. Clerk. Ms. Pedone was selected from a pool of sixty applicants. The board welcomed her.

Mr. Tyler introduced Highway Mechanic / HEO Adam Woodis, noting he was a good choice for this difficult to fill position. The Board welcomed him.

### **New Business:**

***Action Item: vote to authorize additional emergency Snow & Ice expenditures in accordance with MGL c. 44, §31D***

Mr. Gaudette explained that this is a typical request. Historically, the Board has increased this fund in \$50,000 increments.

*A motion to authorize \$50,000 additional emergency Snow & Ice expenditures in accordance with MGL c. 44, §31D (Berthiaume / Fritze) passed 5/0.*

### ***Public Hearing: CDBG FY13 Application – Chris Dunphy, Pioneer Valley Planning Commission (PVPC)***

Mr. Pepe opened the hearing at 6:45 p.m.

Mr. Dunphy reported that the Town received a 2012 grant for infrastructure design work in the Southside neighborhoods. He is working with the Town to apply for a 2013 grant to develop improved housing and living environments for low to moderate income people. This project is being proposed as a two community application in partnership with N. Brookfield. The State

requires Towns to develop a target area. Spencer previously identified the Town Center and outlying areas. The proposed grant amount is \$800,000, and if awarded will help to rectify areas in need of housing rehabilitation assistance and provide up to \$35,000 to qualifying home owners.

Mr. Stevens asked if the homes are owner occupied. Mr. Dunphy said they can be owner occupied or investor owned. In the case of investor owned, the tenant's income is used on the application.

Mr. Gaudette noted that by teaming up with N. Brookfield, each Town is in a stronger position to receive the grant. He thanked Mr. Dunphy and PVPC for their excellent work in administering the grant for the Town.

The hearing was open to public at 7:05 p.m. The following points were discussed:

- After renovations are complete, the Agreement must be registered at the Registry of Deeds where a fifteen year lien is placed on the property
- These agreements become part of the ten percent affordable housing mandated by the State for the fifteen year period
- Mr. Ceppi, Marble Rd., asked about criteria for qualification and if there is preference for those who have applied in previous years. Mr. Dunphy explained that after being income qualified, it's a first come, first served basis, upon receipt of a completed application. Mr. Dunphy will investigate the application process for those who have previously applied.
- Mary Walters, member of the N. Brookfield Board of Selectmen was present. She asked how the process will work for N. Brookfield residents with Spencer being the lead community. Mr. Gaudette explained that the State picks one community to lead and since Spencer is already involved in the process, it makes sense. Applications for both Towns are administered by PVPC in the same manner.

At 7:23 p.m. Mr. Pepe closed the hearing.

*A motion to support the 2013 CDBG application as presented (Woodbury / Fritze) passed 5/0.*

***Action Item: Award Southside Neighborhood Improvements (CDBG) Design Services Contract to Lenard Engineering, Inc.***

Mr. Gaudette advised the Board that after review of the RFP's, it is in the best interest of community to hire Lenard Engineering for the Mechanics St. area design project and to do a comprehensive planning study Southwest of Main St. and Maple St. Lenard is highly rated with a competitive fee.

*A motion to award the Southside Neighborhood Improvements 2012 (CDBG) Design Services Contract to Lenard Engineering, Inc. (Berthiaume / Fritze) passed 5/0.*

***Announcement: MADR request to announce the Commonwealth's interest in acquiring land or property interest (APR) in Spencer, on what is known as the Wilson Property, Wilson Street, Spencer, MA.***

Mr. Gaudette announced that this is similar to the Sibley request last year. Mr. Wilson wishes to preserve the character of the Wilson Farm and is working with MADR to purchase the rights for a conservation restriction. The Town has the option to reduce the 120-day notice on which MADR can purchase the property.

Mr. Stevens noted he previously voted against the 120-day notice on another situation that came before the Board; however in this case he is in agreement.

***Action Item: Waive the 120-day notice period and approve the acquisition by MADR of land or property interests (APR) in Spencer, on what is known as the Wilson Property, Wilson Street, Spencer, MA.***

*A motion to Waive the 120-day notice period and approve the acquisition by MADR of land or property interests (APR) in Spencer, on what is known as the Wilson Property, Wilson Street, Spencer, MA (Berthiaume / Woodbury) passed 5/0.*

***Discussion: Winter Parking Ban from Maple Street to Cherry Street***

Mr. Gaudette and Mr. Fritze discussed a request with a Cherry St. resident to change parking ban in the area of lower Cherry St. Mr. Fritze noted it is now a one way and believes parking should be allowed on the south side.

*A motion to allow parking on Cherry St. from Maple St. to Mechanic St. on the south side only. (Berthiaume / Fritze) passed 5/0.*

**Old Business:**

***Action Item: Resolution to Authorize Town Administrator to Sign Water Two-Zone Pressure System Project Close-Out Documents***

*A motion to authorize the Town Administrator to sign the Water Two-Zone Pressure System Project Close-Out Documents (Berthiaume / Woodbury) passed 5/0.*

***Action Item: Agreement with Spencer Cable Access Corporation***

Mr. Gaudette reported that Charter provides funding and a percentage of their revenue to the Town based on the recently approved license agreement. A change has been made to split the 3% of gross revenue to 2.7% for gross revenue and 0.3% for fiber optics.

Mr. Berthiaume applauded the Cable Access Committee for their hard work. The Board agreed.

*A motion to approve the Memorandum Agreement subject to the Political Activity clause to be revised by SCA and approved by the Town Administrator (Berthiaume / Woodbury) passed 5/0.*

***Action Item: Approve Sugden Block Committee Charge***

Mr. Gaudette asked the Board to approve charge as revised with him acting as an ex officio member of the Committee.

*A motion to Approve Sugden Block Committee Charge as presented (Berthiaume / Fritze) passed 5/0.*

***Action Item: Leadership Hall Nomination Form Adoption***

*A motion to the Adopt Leadership Hall Nomination Form as amended (Fritze / Woodbury) passed 5/0.*

**Town Administrator's Report:**

***Bid Update – Action Item: Award Telecommunications Building Bid***

Mr. Gaudette reported that after the formal Bid process, Concrete Modular Systems provided a low bid of \$32,000 to construct the Telecommunications Building.

*A motion to award the Telecommunications Building Bid to Concrete Modular Systems, St Petersburg, FL. as low bidder (Berthiaume / Fritze) passed 5/0.*

***FY2014 Budget – Budget Outlook***

Mr. Gaudette advised the Board that the budget process is underway.

A meeting with the Delegation will be held in February. The Board will submit their questions for Delegates by the next meeting.

**Board Liaison Reports:**

Mr. Fritze reported:

Prints for the drain system and concrete floor for the Fire Station Annex building have been received. The current estimate is approximately \$8,400.

A steam leak in the Town Hall heating system has been repaired.

Mr. Stevens provided handouts of the Worcester Telegram Community Profile Guide and asked the Board to review the description of Spencer, which he believes does not capture the character of the Town. As a member of the Economic Development Committee, he would like to see the description improved.

**Citizen Input:**

None

**Board Member and Staff Comments:**

Mr. Pepe asked Mr. Gaudette to research revising the SEBRD agreement.

*The meeting adjourned at 8:23 p.m. All were in favor.*

Respectfully submitted,

Brenda Savoie  
Administrative Assistant

\_\_\_\_\_ Chairman

\_\_\_\_\_ Vice Chairman

\_\_\_\_\_ Clerk

\_\_\_\_\_ Member

\_\_\_\_\_ Member

\_\_\_\_\_ Date