



Minutes of the Meeting of the Board of Selectmen

Date: Monday, January 13, 2014
Time: 6:00 p.m.
Place: McCourt Social Hall Memorial Town Hall, Spencer, MA
Present: Chair Woodbury, Clerk Stevens, Members Fritze and Pepe and Administrator Gaudette. Vice Chair Berthiaume was absent.

At 6:04 p.m. Chairman Woodbury called the meeting to order and led the Pledge of Allegiance.

Minutes

A motion to approve the minutes of the December 9th Business Meeting and Executive Session (not to be released at this time); and December 16th Workshop (Pepe/Fritze) passed 4/0.

Citizen Input

None

Communications

None

New Business

Public hearing - CDBG FY2014 Application Program Activities

Chairman Woodbury opened the hearing at 6:06 p.m.

Elizabeth Rairigh, Senior Planner with the Pioneer Valley Planning Commission (PVPC), explained that the Community Development Block Grant (CDBG) is funding authorized by congress to improve living conditions for low and moderate income individuals. The FY14 Grant is due on February 14, 2014.

Proposed projects for FY14 include housing rehabilitation of four units, construction work for improved infrastructure on Mechanic Street, including water, sewer, sidewalks, and drainage, and planning work for the design of improvements to Chestnut Street. The total grant application is for up to \$900,000, and the final budget is being worked out.

PVPC handles the administrative services portion of the grant. Ms. Rairigh noted a great deal of outreach has taken place over the past several months, including advertised presentations at Board meetings and at Five Loaves Bakery, where both business and home owners were present.

Mr. Stevens asked how the amount of the grant is decided. Ms. Rairigh said the application and award is for the full amount of the grant; it is all or nothing. The notification from the State typically occurs in June or July.

Mr. Atchue, Meadow Rd. asked how far outside the target area can work be done in the case of an emergency situation. Ms. Rairigh said work can be done anywhere in Town if the Board determines is an emergency.

Bob Cirba, Summit St. asked how the Town became involved with the CDBG. Administrator Gaudette was familiar with the grant and when he came on board he engaged PVPC to help the Town apply for grant funding.

Ms. Rairigh announced that all those interested in participating in the FY14 program should contact PVPC to be placed on the waiting list.

Chairman Woodbury closed hearing at 6:25 p.m. All were in favor.

A motion for authorization to submit the proposed FY14 Spencer Community Development Fund grant application to the Massachusetts DHCD in an amount not to exceed \$900,000, as detailed in the public hearing and to include funding for housing rehabilitation, the Mechanic Street Improvement Project, and the design of the Chestnut Street Improvement Project (Pepe/Fritze) passed 4/0.

A motion for authorization for the Chairman of the Board of Selectmen to sign all required forms, documents and authorizations pertaining to the proposed FY14 Spencer Community Development Fund grant application Project (Pepe/Fritze) passed 4/0.

Action Item: Vote to authorize additional emergency Snow & Ice Expenditures in Accordance with MGL c. 44, §31D

Administrator Gaudette reported that the original budget for Snow & Ice amounted to \$50,000 for labor and \$125,000 for expenses.

Utilities and Facilities Superintendent Steven Tyler reported that the Highway Department responded to twenty-five snow/icing events to date, depleting the expense portion of the budget; therefore he is requesting approval for an additional \$50,000. He noted that the labor portion is still in good shape.

A motion to authorize deficit spending in accordance with MGL c. 44, §31D, for an additional \$50,000 in snow and ice (Pepe/Fritze) passed 4/0.

Old Business

FY2015 Budget Process & Outlook

Mr. Gaudette asked the Board to think about questions for discussion with the Legislators at the February 10th meeting.

The FY15 calendar was reviewed. A Municipal Services Review will be held with staff in February and will include an outline of services performed by all departments. The Board will make recommendations on services and how they relate to the budget. The Town is not in a favorable position for FY15 based on current revenue and expenses.

A preliminary review of the SEBRSD budget will take place at the February 19th meeting. A final update of their budget will be provided prior to a vote by the School Committee.

Town Administrator Report

Town Administrator Goals - January 1 through April 30, 2014

Administrator Gaudette presented his goals for January through April. They include :

- Budget Preparation and Deficit Resolution Process for FY15
- Regionalization of Efforts
- Organizational Structure & Operational Efficiencies

He asked the Board to be mindful of the current schedule and suggested holding off on additional goals until the summer.

Chairman Woodbury noted that the Board will put the Transfer Station back on their agenda for discussion.

Mr. Pepe asked to have additional details on budget reductions and whether or not they will be permanent.

A motion to approve the Administrator's Goals, with the addition of details on budget reduction analysis (Pepe/Fritze) passed 4/0.

Board Liaison Reports

Mr. Pepe announced that the Sugden Block Committee reviewed Requests for Proposals for buildings that are similar to Sugden. A public forum will be held on January 28th at the Town Hall.

Mr. Stevens will organize a date for the Board and Administrator to tour the Abbey Brewery.

Mr. Woodbury congratulated Marie Vandale on her retirement and thanked her for her good work for the Town.

Citizen input

Carl Kwiatkowski, Meadow Road asked if there were plans to address any of the roads this year. Administrator Gaudette said the Town is working on a design plan for streets in the Southside Neighborhood and there is also a plan for North Spencer Rd.

Mr. Kwiatkowski asked if there were plans to sell the Pleasant Street School. Mr. Gaudette said there is an extensive process involved and at this time the Town is working on the Sugden Building. A decision on how to move forward with both the Pleasant St. School and the Cherry St. Fire Station will be made a future date.

Board Member and Staff Comments

Selectmen Fritze – Town Hall Boiler

Selectmen Fritze reported that the heating company, MPC Services was at Town Hall nine times in December to repair the boiler, resulting in over \$4,500 in expenses. The boiler is twenty-three years old and the steam pipes are even older. All repairs are temporary fixes as the boiler is on its last leg. At this point, the Town needs to develop a plan to convert to gas. Mr. Fritze said that National Grid will run the line to the building free of charge. He suggests replacing the boiler with a multi zone gas system over summer. There is also an underground oil tank that needs to be removed.

Administrator Gaudette said some capital funds are available for upgrading the radiators. The project can be placed on the capital plan. At some point, the electrical system will need to be upgraded as well.

Request for Executive Session under Mass General Laws, Chapter 30A, § 21 (a), ¶ 3, for the purposes of discussing strategy with respect to collective bargaining or litigation

At 7:26 pm a motion to meet in Executive Session (Pepe/Fritze) in accordance with MGL Chapter 30A § 21 (a), ¶ 3, for the purposes of discussing strategy with respect to nonunion personnel, and not to reconvene except to adjourn passed with a roll call vote: Woodbury-yes, Fritze-yes, Stevens-yes, Pepe-yes.

A motion to adjourn at 7:27 p.m. (Pepe/Fritze) passed with a roll call vote: Berthiaume-yes, Woodbury-yes, Fritze-yes, Stevens-yes, Pepe-yes.

The meeting adjourned at 7:27 p.m. All were in favor.

Respectfully submitted,

Brenda Savoie
Administrative Assistant

Referenced Materials:

PVPC Public Hearing Agenda for the CDBG
Snow & Ice FY14 Budget Material
FY15 Budget Calendar