

**TOWN OF BELCHERTOWN  
BOARD OF SELECTMEN'S MEETING MINUTES  
MONDAY, JULY 13, 2015  
Selectmen's Meeting Room, Lawrence Memorial Hall**

**Present:** Ronald E. Aponte, George D. Archible, Brenda Q. Aldrich, William R. Barnett,  
Nicholas O'Connor

- 1) **Call to Order:** Chairman Aponte called the meeting to order at 7:30 p.m. with the Pledge of Allegiance.
  
- 2) **Sign Documents:**
  - a) Warrant #1554 was signed in the amount of \$315,805.85. Warrant #1602 was signed in the amount of \$735,782.45
  - b) Routine documents
  - c) Approval of Minutes: Ms. Aldrich moved the Board accept the minutes of June 8, 2015. Seconded by Mr. O'Connor. Motion passes 4 – 0 -1 abstain (Barnett). Ms. Aldrich moved the Board accept the executive session minutes of June 23, 2015. Seconded by Mr. O'Connor. Motion passes 5 – 0.
  
- 3) **Additions to the Agenda:** None.
  
- 4) **Appearances Before the Board:** None.
  
- 5) **Discussion/Action Items:**
  - a. Appointment of Facility Maintenance / Recreation Specialist: Per the recommendation of Rob Opalenik, Recreation Director, Mr. O'Connor moved to appoint Matthew Schiffer to the position of Facility Maintenance / Recreation Specialist, effective July 20, 2015. Seconded by Mr. Archible. Motion passes 5 – 0.
  - b. Appointment of Administrative Secretary / Dispatch Supervisor to Police Chief: Per the recommendation of Chief Fox, Mr. Aponte moved to appoint David Squires to the position of Administrative Secretary / Dispatch Supervisor, effective July 7, 2015. Seconded by Mr. Barnett. Motion passes 5 – 0.
  - c. Police Chief's Request to Attend Conference: Mr. Aponte presented the details. The Chief is request to attend the RAD Conference and will pay all expenses. He is asking that his time there be considered work time and not vacation time. There have been no classes in the past year for private citizens for RAD training.

Mr. Archible asked if anyone else can attend just in case Chief Fox leaves Town employment.

Mr. Aponte moved to authorize Chief Fox to attend the RAD Conference and he will pay all expenses. His time away will be considered work time and not vacation time. Seconded by Mr. Barnett. Motion passes 5 – 0.

The Board indicated that someone else should be considered for this training conference next year.

- d. Designate Authorized Signatory for eLease: Mr. Archible moved the Board authorize Gary Brougham, Town Administrator as the signatory for the eLease for the L Scan 1000px palm print scanner and necessary accessories. Seconded by Mr. O'Connor. Motion passes 5 – 0.
- e. Accept EDIC (Real Estate Seat) Member Resignation: The Board acknowledged the resignation of Juanita Holler from the EDIC (Real Estate Seat). A letter will be sent to Ms. Holler thanking her for her service to the Town.
- f. Reserve Fund Transfer Request: Mr. Barnett presented the details stating the request is to cover a deficit in Police Wages. Mr. Barnett moved the Board authorize the \$8,500 Reserve Fund Transfer to cover the balance due to Police Officers for hours worked. Seconded by Ms. Aldrich. Motion passes 5 – 0.
- g. Municipal Transfer of Appropriation: Mr. Barnett presented the details. Mr. Barnett moved the Board authorize the transfer of \$8,1000 from the Police Expense Account to be re-directed to the Police Wage account as the number of hours for part-time wages exceeded expectations. Seconded by Ms. Aldrich. Motion passes 5 – 0.
- h. Reauthorize Signatory for Green Communities Competitive Bid Contract Documents: Mr. Archible presented the details. The Department of Energy Resources Green Communities Division has approved an award of \$53,022 for projects in Town to include a DPW Highway Garage – Electronic Fuel Management System, Software and Behavioral based Program, Old Town Hall boiler, Freedom Center exterior storm windows and Recreation Center exterior storm windows. Mr. Archible moved the Board authorize Gary Brougham, Town Administrator to endorse the Standard Contract Form. Seconded by Ms. Aldrich. Motion passes 5 – 0.
- i. Request for Sewer Charge Abatement: Gary Brougham, Town Administrator, presented the details. Julia Blake has requested reimbursement for sewer usage of 18 Depot Street. She is indicating that no-one has lived at this address and that the water has been shut off for years. Following a discussion, Mr. Archible moved the Board not reimburse fees, declare the account inactive and direct the owner to prove no use. Seconded by Ms. Aldrich. Motion passes 5 – 0.
- j. Endorse massDOT Title VI/Nondiscrimination Assurance Requirement: Mr. Archible presented the details. Steve Williams has sent up the Title VI/Nondiscrimination Assurances for the Board to review and endorse. The Board's endorsement assures massDOT that they have a clear record of the Town's commitment not to discriminate in any program, service or activity supported by Federal financial assistance. Mr. Archible moved the Board endorse the massDOT Title VI/Nondiscrimination Assurance Requirement. Seconded by Ms. Aldrich. Motion passes 5 – 0.
- k. Executive Session – MGL Chapter 30A, Section 21, Subsection 3: Ms. Aldrich moved the Board enter executive session at the conclusion of their regular session pursuant to MGL, Chapter 30A, Section 21, Subsection 3 and not to reconvene in open meeting. Seconded by Mr. O'Connor. Roll call vote: Aponte – yes, Archible – yes, Aldrich – yes, Barnett – yes, O'Connor – yes.
- l. Miscellaneous Matters: None.

6) **Town Administrator's Report:** He and Steve Williams went to the Green Communities Grant press release/workshop. Belchertown was one of 51 communities approved for this grant money. He spoke to the Lt. Governor for quite a bit of time not about green communities but about the State School grounds during which he expressed the Town's sincere appreciation for their continued support with the clean up of the state school grounds. Updated the Board on the Route 181 project. There will be a pre-construction

meeting on Wednesday at District II for the Route 181 project. Also the demolition of the hospital building and cottages on the former Belchertown State School grounds is nearly complete.

7) **Review of Weekly Mail:** Mail reviewed, no discussion held.

8) **Individual Board Members' Reports:**

Mr. Archible: Finally the Route 181 project will begin. People who live in the area should be prepared for delays while construction is in place.

Ms. Aldrich: School's out for summer! Limited School Committee meetings will be taking place. There is one scheduled for next week. She also reminded everyone that on July 23<sup>rd</sup> the Summer Band Concerts on the Common start up again.

Mr. O'Connor: Congratulated the Belchertown Little League Team beating the Westfield Nationals Team.

9) **Questions from the Press:** None.

10) **Adjournment:** Meeting adjourned at 8:10 p.m.


Minutes submitted by Gary L. Brougham, Town Administrator

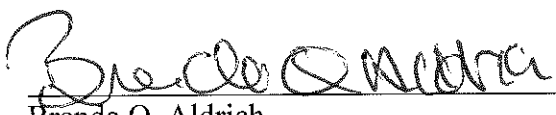
Board approved/endorsed: 8/24/15

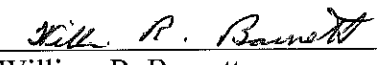
Board of Selectmen - Town of Belchertown

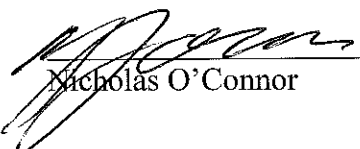
Endorsed by a majority:

  
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Ronald E. Aponte, Chairman

  
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George D. Archible

  
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Brenda Q. Aldrich

  
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William R. Barnett

  
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Nicholas O'Connor