

Select Board Meeting Minutes
Monday, July 8, 2019 @ 5:00 P.M.
Office of the Select Board, 1st Floor
3 Hollow Road, Wales, MA

Members Present: Chairman James Whalen; Members; William Matchett III and Mike Valanzola

Others Present: Pamela Leduc,(Executive Secretary), Dick Silva (Transfer Station), Dario Camacho (Police Department)

Chairman James Whalen called the meeting to order at 5:00 P.M.

New Business

Vote to appoint Cadence Boyce to the Cultural Council for a 3 year term effective July 1, 2019 through June 30, 2022

Motion 070819-01 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to appoint Ethan J. Shaw to the position of General Laborer for the Highway Department effective July 1, 2019

No action taken, postponed.

Vote to reappoint Gary A. Wilson to the position of Interim Animal Control Officer effective July 1, 2019

Motion 070819-02 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to reappoint the following individuals to the Cable Advisory Committee for a 1 year term effective July 1, 2019 through June 30, 2020: Trent Bradbury, Susan Cadieux, Lynn Greene, Keith Hood, Howard Whyte

Motion 070819-03 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint Leon Givner to the position of Cable Access Director for a 1 year term effective July 1, 2019 through June 30, 2020

Motion 070819-04 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint Norma Thompson to the Conservation Commission for a 3 year term effective July 1, 2019 through June 30, 2022

Motion 070819-05 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint the following individuals to the Council on Aging for a 1 year term effective July 1, 2019 through June 30, 2020: *Brian Hartling, Jean Herbert, Robert Herbert, Joyce Pickering, Patricia Wheeler*

Motion 070819-06 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint Scot Mansfield to the position of Electrical Inspector for a 1 year term effective July 1, 2019 through June 30, 2020

Motion 070819-07 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to reappoint John Croke to the position of Emergency Management Director for a 1 year term effective July 1, 2019 through June 30, 2020

Motion 070819-08 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to reappoint Richard Buccelli to the position of Plumbing/Gas Inspector for a 1 year term effective July 1, 2019 through June 30, 2020

Motion 070819-09 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint Pamela Leduc to the position of Records Access Officer for a 1 year term effective July 1, 2019 through June 30, 2020

Motion 070819-10 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint the following individuals to the Recreation Committee for a 1 year term effective July 1, 2019 through June 30, 2020: *Nicole Croteau, Peter Higgins, Janna Randall*

Motion 070819-11 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint the following individuals to the Rent Control Board for a 1 year term effective July 1, 2019 through June 30, 2020: *Edward Boyce, Nancy Groom, Jeffrey Vannais*

Motion 070819-12 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to reappoint Charles Smith III to the position of Tree Warden for a 1 year term effective July 1, 2019-June 30, 2020

Motion 070819-13 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint Siddall and Siddall, P.C. as Town Counsel for a 1 year term effective July 1, 2019- June 30, 2020

Motion 070819-14 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to reappoint Peter Haley to the position of Veterans' Graves Officer for a 1 year term effective July 1, 2019 – June 30, 2019

Motion 070819-15 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint the following individuals to the Zoning Board of Appeals for 1 year term effective July 1, 2019-June 30, 2020

Motion 070819-16 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to reappoint Adam Brassard to the Zoning Board of Appeals for a 1 year term effective July 1, 2019-June 30, 2020

Motion 070819-17 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to reappoint Jeffrey Vannais as the Town of Wales representative to the Quaboag Valley Business Assistance Corporation for a 1 year term effective July 1, 2019-June 30, 2020

Motion 070819-18 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to appoint a Chief Procurement Officer for a 1 year term effective July 1, 2019 through June 30, 2020

Motion 070819-19 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to approve the following Regular Session Meeting Minutes: 10/16/18, 10/30/18, 11/13/18, 12/4/18, 12/11/18, 12/14/18

Motion 070819-20 by Selectman Matchett; Seconded by Selectman Whalen

The motion passed unanimously.

Review and vote to approve effective July 1, 2019 the schedule of fees as proposed by the Planning Board

Motion 070819-21 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Discuss and approve Town issued cell phones/service

Discussion; Pam L. explains that herself and Chief Croke met with Marlene Lopez (Local Verizon Wireless Representative-Business Account Manager). The Police Department uses Verizon on state med list, Chief Croke is will be utilizing this option as well. Pam L. explains the plan's cost breakdown to be; basic phones \$22.99 and smart phones \$39.99 a month, with unlimited voice, text and data. The board suggested the following non-public safety positions in town that could utilize this service, of having a town issued phone; Animal Control Officer, Building Inspector and Road Commissioner. Pam L. also suggested an application that can be downloaded onto the Selectman's personal phones to avoid issuing an additional phone for the cost of \$25 a month. Selectman Valanzola points out that if the town will be issuing phones then the town needs to have a process for managing inventory of such items.

No action taken, postponed.

FY20 Meeting Schedule

The Selectman will meet on the 2nd and 4th Monday's each month at 6 PM.

Vote to approve and authorize the Chair to sign PVPC City/Town-Owner Agreement 87 Cubles Drive, Brimfield

Motion 070819-22 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Vote to approve and authorize the Chair to sign PVPC City/Town-Owner Agreement 31 Halfway Lane, Holland, 92 Vinton Road, Holland

Motion 070819-23 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to approve and sign the FFY 2018 Wales Community Development Program Financial Warrant #5

Motion 070819-24 by Selectman Whalen; Seconded by Selectman Matchett

The motion passed unanimously.

Declaration of surplus equipment; 1986 Chevrolet D30 VIN #1GCGD34J4GF363142

Selectman Matchett makes a motion to declare the 1986 Chevrolet as surplus and place the vehicle up for bidding.

Motion 070819-25 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Old Business

Police Chief Recruitment

Pam L. explains that a third party consultant will perform a background check for final candidate. All other prospects were sent letter notifying them that they were not selected to continue in the applying process. The board discusses the location and structure of the final interview.

Selectman Matchett makes a motion to schedule final interviews with the top 3 candidates for the next Selectman's meeting.

Motion 070819-26 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

New Business

Vote to reappoint the following individuals to the position of Police Sergeant for a 1 year term effective July 1, 2019 through November 30, 2019

Motion 070819-27 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Vote to reappoint the following individuals to the position of Police Officer for a 1 year term effective July 1, 2019 through November 30, 2019

Motion 070819-28 by Selectman Valanzola; Seconded by Selectman Matchett

The motion passed unanimously.

Old Business

IT Update; Antivirus software installation, Online backup implementation, Email migration, Support services effective July 1, 2019

Pam L. updated the Board members that PVPC had paid the IT assessment fee. The anti-virus and backup had been completed and the email migration had been scheduled. Switching support services from Tantasqua to Uptime technology were discussed. Selectman Valanzola points out that this is simply an issue of the town not investing the time or money into the hardware within town offices. Upgrading the infrastructure is what needs to take place. The town will continue to locate grant funds to help with the financial burden this places on the town. The board discusses how to move forward with IT services. The board decides to have a meeting with Tantasqua and Uptime including internal town staff to discuss what needs to be done and what the best option is moving forward.

No action taken, postponed.

Transfer Station operations

Pam L. updates the Selectman on the Transfer Station Operations, explaining that all residents must show vehicle registration prior to purchasing new stickers. The petty cash organization has been resolved along with accountability of residents being charged the appropriate fees along with logging all transactions. Pam L. feels that the Transfer Station should employ a cashier that would allow Mr. Silva along with the two other employees to focus solely on the activity happening outside the office. The Selectman converse with Mr. Silva about implementing a better system for stickers, and having consistent enforcement taking place. Selectman Valanzola suggested that a proposal of a job description with roles, responsibilities, procedure manual and a recommendation of how this position will be funded.

Selectman Matchett makes a motion to extend no hazardous waste disposal until August 30, 2019.

Motion 070819-29 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Other Business

AC Unit

Selectman Matchett makes a motion to approve the purchase of a new AC unit pending departmental transfers to building maintenance fund.

Motion 070819-30 by Selectman Matchett; Seconded by Selectman Valanzola

The motion passed unanimously.

Lake George Tavern

Pam L. is asking the Selectman to sign the business and liquor license for the Lake George Tavern. There were naming and documentation issues with the previous secretary. All documentation was sent into the state for the new business in pieces instead of a completed packet. This caused the state to keep kicking items back because they were not complete. The owner was finally approved for the business license along with the liquor license, in the process he has signed his business over to his son. The board signed all licenses.

Selectman Whalen moves to adjourn the meeting.

*Minutes were transcribed by **Sarah Ryan – Assistant Town Clerk** via DVD*