

Board of Selectmen Minutes 07/01/2013

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Board of Selectmen Minutes July 1, 2013

Chairman Burns convened the meeting at 7:00 p.m. in the Draper room of the Town Hall and moved into the agenda. Present: Chairman Robert Burns; Selectwoman Janet Orff Jacaruso; Selectwoman Sandra Biagetti; Town Coordinator Steven Sette; Executive Assistant Patricia Goodwin, and Jeff Ellis, Videographer.

MSDV to approve the regular and executive session minutes of June 17, 2013. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

Chairman Burns moved to correspondence on the agenda.
There was no discussion held.

Chairman Burns moved to appointments and resignations on the agenda.
Call Firefighter Christopher Glenn submitted his letter of resignation from the Hopedale Fire Department effective July 10, 2013. Fire Chief Tom Daige stated that Mr. Glenn has been a Call Firefighter for the past 6 years and has accepted a full-time Firefighter/Paramedic position with the Bellingham Fire Department.

MSDV to accept the resignation of Call Firefighter Christopher Glenn from the Hopedale Fire Department. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

Paula Galligan submitted a letter to the Board requesting an appointment to the Hopedale Cultural Council. Cultural Council Chairperson Billing Manning recommended the appointment of Ms. Galligan.

MSDV to approve the appointment of Paula Galligan to the Hopedale Cultural Council. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

Police Chief Mark Giovannella recommended the appointment of Paula Gleason as a part-time Public Safety Dispatcher for the Town of Hopedale. Chief Giovannella commented that Ms. Gleason is very qualified and was a previous full-time dispatcher for the town; is employed by the Burrillville Police Department as full-time dispatcher, and is also an Emergency Medical Technician and Call Firefighter for the Nasonville, RI Fire Department. She is certified in Emergency Medical Dispatch and Enhanced 911, and has recently completed the Hopedale Dispatcher Field Training Program.

MSDV to approve the appointment of Paula Gleason as a part-time Public Safety Dispatcher for the Town of Hopedale. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

A review of re-appointments for FY'14 took place as follows:

ADA Coordinator, Steven Sette, 1 year; Board of Assessors, Donald Howes, 3 years; Board of Registrars, Joseph Drugan, 3 years; Capital Planning Committee, Colleen Strapponi, 1 year; Conservation Commission, Vanessa DeMarinis, 3 years; Council on Aging, Edward Holland, Sr., and Patricia Johnson, 3 years; Economic Development Committee, Robert Burns, 3 years; Emergency Management Director, Thomas Daige, 1 year; Finance Committee, Karla Hopkins, 3 years; Gas and Plumbing Inspector, John Fontana, 1 year; Assistant Gas and Plumbing Inspector, Joseph Zacchilli, 1 year; Historical Commission, Fred Oldfield, 3 years; Master Plan Committee, Robert Burns, 1 year; Parking Fines Clerk, Donna Lamphere, 1 year; Town Counsel, Kopelman and Paige, 1 year; Treasurer/Tax Collector, Stephanie L'Etalien, 1 year; Veterans' Agent, Robin Fletcher, 1 year; Wiring Inspector, Joseph Scanzaroli, 1 year; Alternate Wiring Inspector, Scott Guyette, 1 year.

MSDV to accept the re-appointments for FY'14, as so read. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

Chairman Burns moved to new business on the agenda.

Coordinator Sette stated that a Request for Proposal (RFP) had been advertised with regard to the cleaning of the town's municipal buildings with the award going to Dynamic Janitorial Cleaning, Inc. Mr. Sette asked the Board members to sign the 3-year contract agreement, effective July 1, 2013, between the Town of Hopedale and Dynamic Janitorial Cleaning, Inc. The contract agreement was signed by the Board.

An announcement and invitation was received by the Board with regard to an Eagle Scout Court of Honor ceremony to be held July 28, 2013 in honor of Stephen James Foley of Boy Scout Troop 1. A proclamation of congratulations honoring Stephen on his achievement was read by Selectwoman Jacaruso and signed by the Board. Coordinator Sette will attend the ceremony and present the proclamation to Eagle Scout Foley.

Coordinator Sette stated that prior to his joining the Town of Hopedale as Town Coordinator, a request was submitted by Selectwoman Biagetti for the creation of a mileage travel log for use and consistency by all town departments. Mr. Sette presented a mileage log he created from one he had used in a former position, as well as a Travel and Expense Policy for employees using their personal vehicle for work-related activities. The documents will be issued to all department heads for use by their employees.

MSDV to introduce the travel expense reimbursement mileage log as town policy. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

Coordinator Sette discussed the 2013 fiscal year end account transfers following the Special Town Meeting and said some accounts that

were voted on did not have enough funds remaining in the account, resulting in a deficit. Mr. Sette recommended that the Board re-vote those expenditures. Finance Committee Chair, Karla Hopkins, stated that the Board is allowed to transfer a certain percentage without going before town meeting. Selectwoman Jacaruso read the list of town accounts with expenses in deficit and the surplus accounts available to make the necessary transfers.

MSDV to accept the transfers from the town accounts as so read. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

Selectwoman Jacaruso read the listing of the water account in deficit and the surplus account available to make the necessary transfer.

MSDV to accept the transfer from the surplus water account to the water account in deficit as so read. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

Chairman Burns commented that former Town Coordinator Eugene Phillips held the responsibility of Hearing Officer for the town and suggested that Coordinator Sette be assigned that responsibility.

MSDV to grant the duty as Hearing Officer for the town to Town Coordinator Steven Sette. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

Chairman Burns also commented that former Town Coordinator Eugene Phillips shared the responsibility as dam control officer for Spindleville Pond with Fire Chief Daige and recommended that Police Chief Giovanella take over that responsibility with Fire Chief Daige.

MSDV to appoint Police Chief Mark Giovanella as dam control officer with the responsibility to be shared with the Fire Chief as discussed. Chairman Burns – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Sandra Biagetti – Aye.

Chairman Burns moved to other topics not previously anticipated at the meeting.

There was no discussion held.

Chairman Burns moved to Coordinator news.

Coordinator Sette said he has registered and will be attending the Massachusetts Certified Public Purchasing Officer class to be held on October 22 through 24, 2013, as the first step in becoming certified as a Procurement Officer for the Town of Hopedale.

With no further business before them at 7:25 p.m. a motion was made by Selectwoman Jacaruso, seconded by Selectwoman Biagetti, and agreed to by Chairman Burns to adjourn the open meeting; not to enter into executive session; not to reconvene.

MSDV adjourn the open meeting; not to enter into executive session, and not to reconvene. RCV**: Robert Burns, Chm. – Aye; Selectwoman Jacaruso – Aye, and Selectwoman Biagetti – Aye.

Robert P. Burns, Chairman

Janet Orff Jacaruso

Sandra Biagetti

Hopedale Board of Selectmen

*Moved, Seconded, Discussed and Voted **Roll Call Vote