



TOWN OF HOPEDALE

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Board of Selectmen

Robert P. Burns, Chm.
Janet Orff Jacaruso
Sandra Biagetti

Town Coordinator

Steven A. Sette

Board of Selectmen Minutes December 16, 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 Susan Brouwer; Fire Chief Thomas Daige; and Videographer Marcia Matthews.

MSDV to approve the Tax Classification meeting minutes of November 26, 2013.

Chairman Burns – Aye; Selectwoman Jacaruso – Aye; Selectwoman Biagetti - Aye.

MSDV to approve the regular minutes of December 2, 2013.

Chairman Burns – Aye; Selectwoman Jacaruso – Aye; Selectwoman Biagetti -Abstained.

Chairman Burns moved to correspondence on the agenda.

There was no discussion held.

Chairman Burns moved to appointments and resignations on the agenda.

Resignation – None.

Appointments – Chief Daige said the Hopedale Fire Department recently lost four on-call firefighters due to three going full-time in other departments and one being promoted from within. There were a total of eleven applicants. A written exam was held in September, a physical agility test in October and interviews in November. The following four candidates are being recommended by Chief Daige for appointment as call firefighters;

- 1) David Pighetti
- 2) Thomas MacDonald
- 3) Jarrod Taranto
- 4) Jonathan Cantillon

MSDV voted to approve the Chief Daige recommended appointments as presented. Chairman Burns – Aye; Selectwoman Jacaruso – Aye; Selectwoman Biagetti - Aye. Town Clerk Janet Jacaruso invited the newly appointed on-call firefighters to come forward and all were sworn in.

The appointment of Gerald Small to the Disabilities Commission was tabled to the next meeting. Mr. Small will be invited to the next meeting on January 6, 2014.

MSDV to table the appointment of Gerald Small to the next meeting.

Chairman Burns – Aye; Selectwoman Jacaruso – Aye; Selectwoman Biagetti - Aye.

Chairman Burns moved to new business on the agenda.

Personnel Classification and Compensation Study Update - Town Coordinator Steven Sette introduced Consultant Donald Jacobs from D.I. Jacobs Consulting Company. Mr. Jacobs gave an update to the board on the Classification and Compensation Study.

Annual License Renewals – Chairman Burns read the following list of licenses that were up for renewal,

Common Victualler:

Bon Appetit Pizzeria
Hopedale Donuts, Inc.
Maria's Pizza
The Town Common
Blackstone Valley Ice Arena

Class I:

D.C. Bates Equipment Co., Inc.
Cape Road Trailer Sales

Class II:

The Garage Antiques
Just Another Auto Wholesaler (J.A.A.W.S.)
Lord and Sons Auto Body and Paint
Rizoli Auto
Milford Auto Sales
A&S Detailing and Auto Sales

Alcoholic Beverages:

Hopedale Country Club, All Alcoholic Beverage & Common Victualler
Hopedale Mart, Wines and Malt Beverages
Hopedale Package Store, All Alcoholic Beverage
Liz's Diamond Bar & Grill, Inc., All Alcoholic Beverage & Common Victualler
Kabir Corporation/dba Grape Expectations, All Alcoholic Beverage
The Little White Market, Wines and Malt Beverages & Common Victualler

Entertainment License

Liz's Diamond Bar & Grill, Inc. – Non-Sunday

MSDV voted to approve the above licenses as presented. Chairman Burns – Aye; Selectwoman Jacaruso – Aye; Selectwoman Biagetti - Aye.

Financial Management update from the Division of Local Services- Coordinator Sette said a representative from the Division of Local Services came out on November 7, 2013 to review the financial management operation and update the report that was done back in 2007. The representative interviewed several department heads who have responsibilities in the financial management operations of the town; some of these departments include the Treasurer/Collector, Town Accountant

Assessor and Town Coordinator. Others that interviewed were Selectwoman Jacaruso and Finance Committee Chair Karla Hopkins. Coordinator Sette sent copies of the report to the BOS and the report shows good strides are being made in the financial management of the Town of Hopedale. Some areas of improvement are cash reconciliation with the Treasurer Collector and Town Accountant, a receivable control ledger in the Treasurer Collector's office, progression in monthly reconciliations, a back-up procedure for financial and other data both on-site and off-site through a cloud system, all staff who handle Town funds are bonded, school funds are being bridge into the accounting system, payables are being centralized between departments and water and sewer payments being made in the Treasurer Collector's office. Coordinator Sette also advised there are things the Board needs to consider going forward such as input into the budget process, record storage and Town Hall space challenges. Overall Coordinator Sette is very happy with the progress being made. The Division of Local Services may come back again in another two to three years to see how things are progressing.

Chairman Burns moved to old business on the agenda

Statewide Emergency Management Mutual Aid - Chief Daige said the Massachusetts Emergency Management Agency (MEMA) was on the last meeting agenda but was tabled as Selectwoman Jacaruso had some questions. Ms. Jacaruso shared that there are two separate agreements, one for public safety, which is under the Board of Selectmen's purview, and one for public works. Ms. Jacaruso said that after reviewing the public safety portion she agrees that entering into this agreement could be beneficial, but has a concern with impact to the budget but also stated that if the impact on the budget becomes too great later on, the Town can choose to forgo mutual aid in specific circumstances. Ms. Jacaruso said before approving the Public Works portion, she would like input from the Highway Commissioners, Tree Warden and Water and Sewer Commissioners. Selectwoman Jacaruso asked Town Coordinator Sette to forward the Public Works Mutual Aid Agreement to the other boards for their review and consideration. Once Coordinator Sette receives input from the boards affected, he will place it on a future agenda.

MSDV voted to that the Town of Hopedale accept Chapter 40 Section 4J Statewide Public Safety Mutual Aid. Chairman Burns – Aye; Selectwoman Jacaruso – Aye; Selectwoman Biagetti - Aye. Chairman Burns signed the agreement.

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

Mr. Donald Howes shared a concern regarding darkness in the area in front of Town Hall especially when leaving night meetings. Coordinator Sette said he would contact National Grid.

Mr. Howes shared another concern, this one regarding the Town Clerk's office hours. He inquired, "How is the Town getting their value for the dollar for the job the Town Clerk is elected to do?" Chairman Burns responded the Town Clerk may be taking vacation or sick time. Ms. Jacaruso responded that she does not have coverage when she is out and that is the downside of being a one-person office. Ms. Jacaruso assured Mr. Howes and everyone in the Town of Hopedale that she is paid for thirty hours a week and they are getting more than thirty hours a week from her. Ms. Jacaruso stated she leaves early every-other Thursday for chemotherapy treatments of which she would hope the townspeople understand.

Chairman Burns moved to Coordinator news on the agenda

Coordinator Sette made the board aware that he received a letter from the Board of Health requesting a joint meeting on January 6, 2014.

Mr. Sette also announced that he spoke with the manager from the Upton-Grafton Railroad, Sean Keefe, and he informed him that on Friday, December 20, 2013 at 5:30, they will be sending a rail car with a Christmas tree from Hopedale to North Grafton. It is about a 2 ½ hour ride. The train will be lit and Santa Claus will be on the train. They want to make this an annual tradition and in the future they would like to make it a passenger train. Chairman Burns asked if the school department can be notified. Ms. Biagetti advised that she would contact the Superintendent.

With no further business before them at 8:26 p.m., a motion was made by Selectwoman Jacaruso seconded by Selectwoman Biagetti and agreed to by Chairman Burns to adjourn the open meeting, and to enter into executive session, not to reconvene in regular session, under G.L. c.30A, §21(a) (3), to discuss strategy with respect to collective bargaining or litigation, and that the reason for this Executive Session is because the Chair has declared that discussing this matter in an open meeting may have a detrimental effect on the bargaining position of the Town; and I as Chairman so declare; not to reconvene but to adjourn directly upon conclusion of the closed discussion.

MSDV to enter into executive session, not to return to open session meeting, and not to reconvene.

RCV**: Robert Burns, Chm. – Aye
Selectwoman Jacaruso – Aye
Selectwoman Biagetti –Aye

Robert P. Burns, Chairman

Janet Orff Jacaruso

Sandra Biagetti

Hopedale Board of Selectmen

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