

Minutes
Select Board Regular Meeting
Monday July 20, 2009
7:00 pm

Chair Person Robert Barkett called the meeting to order at 7:03 pm.

Present: Select Board Persons Paul Santaniello, William Scibelli, Robert Barkett; Mark Gold and Rob Aseltine.

Also Present (as signed in): Recording Secretary S. Wieners and Finance Director P. Pasterczyk.

Acceptance of Minutes:

- Mr. Santaniello made a motion to accept the July 6, 2009 Regular Meeting minutes as amended. Mr. Gold seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously.
- Mr. Santaniello made a motion to accept the July 6, 2009 Executive Session minutes as presented. Mr. Gold seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously.
- Mr. Santaniello made a motion to accept the July 13, 2009 Special Meeting minutes as presented. Mr. Aseltine seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously.
- Mr. Santaniello made a motion to accept the July 13, 2009 Executive Session Meeting minutes as presented. Mr. Aseltine seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously.

Announcements- None this evening.

Visitor Comment/Question Period - None this evening.

Select Board Comments – None this evening.

7:15 pm Bertucci's Liquor License Hearing

Attorney Scibelli made a motion to open the Public Hearing. Mr. Santaniello seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously. The Public Hearing was opened at 7:15 pm.

There was no public in attendance to comment during this hearing.

Attorney Joseph H. Devlin from the Demakis Law Offices, representing Bertucci's, gave a brief explanation regarding the transfer of stock of the parent company and its affect on the licensee's in Massachusetts. After a brief discussion, Attorney Scibelli made a motion to approve the Transfer of Stock with regard to the all alcoholic restaurant liquor license for Bertucci's Restaurant Corp. as presented. Mr. Santaniello seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously.

Mr. Santaniello made a motion to close the Public hearing. Attorney Scibelli seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously. The Public Hearing was closed at 7:20 pm.

7:30 pm – Discussion – Policies for Reserve Accounts, Enterprise and Revolving Funds

The following members of the School Committee were present for this discussion: Superintendent J. Hart; C. Swanson, T. Maza, J. Fitzgerald and G. Bruns.

The School Committee was present for the budget update.

The School Committee reviewed, to the best of their ability, the current status of the Circuit Breaker fund. The Finance Sub Committee is meeting this Wednesday and will present suggestions to the School Committee for their Monday meeting. After much discussion regarding turn-backs on both School and Town sides of the budget and past practices of the Select Board in regards to the handling of those turn-backs, the Select Board came to an agreement.

* Mr. Aseltine made a motion that the Select Board write and place a Warrant Article for the Fall Town Meeting, to unanimously support the funding of any deficiency that the schools encounter for Special Education contingent on turn-backs from the General Fund FY09 are received from the School Committee. Mr. Santaniello seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously.

Both the Select Board and School Committee discussed explaining fund balances in more detail to residents at Town Meeting in order to educate them as the reason why monies are kept in some accounts, be it the rules and regulations governing those accounts or policies set by past Boards for other reasons. They also talked about setting up policies for revolving accounts with specifics as to balance amounts and allowed and not allowed uses. Mr. Santaniello strongly suggested that the Select Board review all of the revolving funds and encouraged the School Committee to do the same. (*The Select Board discussed this in more detail under the Goals discussion.*)

Old Business:

1. 2010 Budget Update – Paul Pasterczyk – 7:31 pm - Mr. Pasterczyk reviewed and discussed the state of the budget to date with the Select Board for the current year and FY10 projections. The budget will be discussed with updates at the August 3rd meeting.

2. Set Goal-Setting Summation – Next Steps – 7:11 pm (this topic was discussed throughout the meeting to fill in time between assigned discussions) – Chair Mr. Barkett stated that each after reviewing the notes from the Goal Setting meeting, the number one challenge facing this Board is the Budget and a common goal in conjunction with that was to speak with each department head regarding their departments. Therefore; he suggested that each Board member review the budget and information pertaining to each department and submit by email [to Mr. Barkett] three (3) items from each that they would like to see change. Mr. Santaniello suggested taking it one step further and breaking it down by: operations, personnel, or budgetary suggestions. Mr. Gold added that the goal is to move the Department Heads to do things differently from both a financial and operational perspective. Chair Mr. Barkett will compile the data and submit it to each department head as well as the Select Board members, for review. The Department Heads will be invited to attend the August 3rd meeting to be officially informed of the Select Boards intent with these suggestions and will be invited back individually to review the suggestions made by the Select Board and present their own. The Select Board continued the discussion of revolving funds (from the discussion with the School

Committee). After much discussion it was decided that Chair Mr. Barkett will meet with Finance Director Paul Pasterczyk to create a template to work with in regards to revolving funds. The template will: 1. Define the source and use for the fund 2. Define the allowed and not allowed uses for the funds. 3. State the minimum dollar amount to leave in the account 4. State the maximum dollar amount to leave in the account 5. When to take action on a fund and what those actions should be (i.e. fund a project to be done, lower fees related to the fund) 6. An explanation of Mass General Law as it pertains to that fund so the Select Board will be aware of any legal limitations. When the template is in Draft form, Mr. Gold will review it and make any suggestions. Chair Mr. Barkett will forward the final template to the members of the Board to work on, with the intention of discussing them at the next meeting. Mr. Santaniello requested that the Department Head that the fund relates to be present for the discussion.

New Business:

1. *Appoint Election Workers- 7:09 pm* – Attorney Scibelli made motion to approve the list provided of Democratic, Republican and unenrolled voters as election workers pursuant to Chapter 54, Section 12, based on the recommendation of the Town Manager and Town Clerk. Mr. Santaniello seconded the motion. Chair Mr. Barkett called a vote and the motion carried unanimously. Mr. Gold gave a brief explanation of the vote.

Consent Agenda – None this evening.

Town Manager's Report - None this evening.

7:10 pm Select Board Reports

- Mr. Santaniello wished to acknowledge the volunteers in Longmeadow that have been planting trees along Bliss Road and other areas of Town. He wanted to thank them for their hard work and added that if anyone else wanted to volunteer or donate funds, they can contact the Select Board office or Bill Morrie.
- Chair Mr. Barkett stated that the accident involving an ambulance over the weekend did NOT involve our station. Our ambulance responded to the accident, but was not involved. He thanked the residents for their concern.
- Tomorrow is the last day of the Educational Visual Team program. The School Building Committee will be meeting to review the work submitted as a result of these meetings. Mr. Barkett thanked the Educational Visual Team for their time once again.
- Mr. Barkett invited the residents of Longmeadow to attend the concert on the Green at 6:30 pm tomorrow.

7:11 pm Correspondence

Attorney Scibelli commented on a letter from Town Counsel that should be placed on the next agenda for discussion. The other Board members agreed.

Attorney Scibelli made a motion to adjourn the regular meeting and enter into Executive Session for the purpose Collective Bargaining Strategy with the option to return to open session. A roll call vote: M. Gold – YES; P. Santaniello- YES; W. Scibelli-YES; R. Barkett – YES; R. Aseltine -YES. The Select Board closed the Regular Meeting and entered into Executive Session. The Special Meeting was adjourned at 8:35 pm.

7/20/2009 - Select Board Regular Meeting Minutes

8/3/2009- Accepted with one Correction.

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The Regular Meeting was reopened at 9:43 pm. There was a request to place on the next agenda a discussion of a public forum regarding the hazards of 24 hour shifts in the work place. Chair Mr. Barkett will place the item on the agenda.

Mr. Aseltine made a motion to adjourn the meeting. The motion was seconded and approved. The Regular Meeting was adjourned at 9:44 pm.

Respectfully Submitted,

Stacy Wieners
Recording Secretary