

# TOWN OF GILL

M A S S A C H U S E T T S



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## SELECTBOARD MEETING MINUTES

*April 13, 2009*

### Called to Order

Meeting was called to order at 3:00 p.m.

### Present

Nancy Griswold, Ann Banash, Leland Stevens, Selectboard members; Tracy Rogers, Administrative Assistant.

### Cops Hiring Recovery Program (CHRP)

Tracy reported that she submitted the grant application for the CHRP on 4/12. Nancy signed the application.

### Executive Session

Ann made a motion to enter into executive session to discuss the Police Chief's contract, and to reconvene at the conclusion of the discussion, which would be at approximately 3:30 p.m.. Lee seconded the motion. Ann voted to accept the motion; Lee voted to accept; Nancy voted to accept. The Board entered executive session at 3:01 p.m.

The Board resumed open meeting at 3:41 p.m.

### Gill Store & Tavern

Jim Tomasi, of 323 Main Road, and Greg Rawls of GBR Landscaping joined the meeting.

Jim complained that he had tried to address the Store being open on evenings it is not supposed to be (according to its special permit) with the building inspector. The building inspector sent Jim a written response on 11/25/08 stating that the owner of the Store wrote to him stating that he was in compliance. The Store has been repeatedly open on Monday and Tuesday evenings, including a private party on Monday, April 6, 10 p.m. – 12:30 a.m. Also, the Store's sign is not compliant with the zoning bylaws.

The Board instructed Tracy to follow up with the building inspector and to send a letter to the Store owner. Jim left the meeting.

### Review Minutes

Lee and Nancy approved minutes from the March 30 meeting as written. Ann abstained since she did not attend that meeting.

### Mowing Bids

Tracy reported that five companies bid on providing mowing services for the Town in FY10. Low bid was Alex Urgiel, from Gill, for \$165.00. Alex told Tracy verbally that he was insured, but has not submitted an insurance certificate at this time. Ann made a motion to accept the bid from Mr. Urgiel contingent upon proof of insurance. Lee seconded the motion and it was carried by a unanimous vote.

Mr. Rawls left the meeting. Claire Chang joined the meeting.

### DOR Recommendations

Nancy asked when the Board could set aside time to discuss the recommendations set forth by DOR in their Financial Management Review. The Board agreed to discuss them on April 30<sup>th</sup> after meeting with the Police Chief regarding his contract.

### Continuity of Operations Plan

Tracy asked the Board for assistance in filling out a Delegation of Authority form for the Town's Continuity of Operations Plan (COOP). The Board answered all questions except for one dealing with the Town's liability for staff, contractors, and volunteers. It instructed Tracy to discuss the question with MIIA. Tracy will work with the Emergency Management Director to add items to employee contracts and job descriptions as suggested in the COOP.

*Addendum: MIIA suggested appointing all volunteer staff, including MRC teams, as Special Municipal Employees or comprehensive liability protection.*

### CEDS Committee

Tracy stated that Planning and Zoning Board Clerk Bonnie Welcome expressed interest in joining the FRCOG's CEDS Committee. Ann made a motion to appoint Bonnie. Lee seconded the motion and it was carried by a unanimous vote.

### Suprenant Sewer Abatement

Tracy explained that she had read the abatement form incorrectly when she presented it to the Board during the last meeting. She had recommended at that time not approving the abatement for the 12/6/08 filling of Mr. Suprenant's spa, because the abatement request had to be filed within three months of billing. The 12/6 date was included in the most recent bill, not the previous bill. Ann made a motion to approve the entire abatement for \$11.73. Lee seconded the motion and it was carried by a unanimous vote.

### Speed Limit Signs

Tracy reported that the Highway Superintendent was requesting permission to install speed limit signs along Main Road from Kuzmeskus Bus Company to the Town Garage. A dog was struck by a car along that stretch a few weeks ago. The Board approved unanimously.

### Annual Election Warrant

The Board signed the warrant for the annual town election.

### Surplus Equipment

Tracy presented a request from the Highway Superintendent to declare the 1989 Ford dump truck as surplus and to set a minimum bid of \$5,000 for it. She also presented a request from

the Police Chief to declare a Konica copier as surplus. Lastly, she recommended that a desk that currently resides in the back of the upstairs hall be declared surplus.

Claire mentioned that she thought the old dump truck was supposed to be kept to be used as parts for the 1990 truck; that was the discussion at town meeting last year. Ann responded that that was a motion from the floor, but was never the recommendation of the Highway Superintendent or the Selectboard. Ann stated that the Highway Superintendent is very frugal; if he thought it made sense to keep the truck for parts, he would have said so.

Ann made a motion to declare all of the items surplus and to set the minimum bid for the truck at \$5,000. Lee seconded the motion and it was carried by a unanimous vote.

#### Falls River Bridge Replacement

Tracy presented a Notice of Public Hearing to the Board. The notice was from MassHighway announcing a hearing regarding the bridge on Route 2 over the Falls River. The hearing is scheduled for April 30, 7:00 p.m., at Greenfield High School.

#### Renew Liability Insurance

Tracy asked the Board if it intended to renew its professional liability coverage with MIIA before she completed the renewal applications. The Board agreed to renew it and Nancy signed the applications.

#### Franklin County Selectmen's Assoc.

Tracy asked the members if they'd like to attend the Franklin County Selectmen's Association's quarterly meeting on 4/29. Nancy and Lynda will attend; Ann will have to check her schedule.

#### Annual Town Meeting Warrant

Tracy presented a draft of the annual town meeting warrant to the Board. The Board suggested several revisions. Tracy will make the revisions and bring a new draft to the meeting on 4/16 with the Finance Committee.

#### Payroll and Bill Warrants

The Board approved payroll and bill warrant number 21.

#### Adjourned

Meeting was adjourned at

*Minutes respectfully submitted by Tracy Rogers, Administrative Assistant.*

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Ann H. Banash, Selectboard Clerk