

Selectmen's Meeting – March 7, 2007

Present were Selectmen Deborah J. Davis, Bruce L. Tatro and Nancy L. Carlson. Also present was Town Administrator Elizabeth Fox.

Chairman Davis called the meeting to order at 6:07 p.m.

Financial Matters. Selectmen reviewed and approved accounts payable and payroll manifests.

Planning Board. The Board meeting scheduled for 3/15/2007 has been cancelled.

Cheshire County Regional Prosecutor Program. Selectmen reviewed the revised MOU for the program – Attachment #1. Selectmen voted to approve participating in the program authorizing Chief Busick to execute the MOU on behalf of the Town. Selectmen also authorized transfer of equipment – Attachment #2, to the program to now be based at the county. It was noted that reference to OSP in paragraph 6.1 require amendment to correct the state agency name to Office of Energy and Planning.

Junkyard Licensing. Selectmen reviewed an application form prepared to initiate licensing of junkyards within the town – Attachment #3. Selectmen approved the application form and authorized staff to initiate the licensing processing sending the application form with a letter outlining the process to parties who are queried about obtaining a license, Route 10 Auto, Franklin Buffum and Armand Bedard. Letters should also be sent to other property owners who are identified in town records as being possible junkyards advising that a process for licensing has been established.

Fire Department. Selectmen accepted the resignation of Fire Chief Sylvester Karasinski effective 5 p.m. on Friday, March 16, 2007. Selectmen discussed how to proceed to recruit interim leadership for the department and a new volunteer fire chief. Advertisements for both positions were developed. A press release regarding Chief Karasinski's resignation and the anticipated recruitment of an interim and new volunteer chief was also reviewed. Selectmen requested a meeting be scheduled with Department Captains to develop a transition plan to ensure that administrative and central functions were supported during the transition period. Scope of anticipated duties of an interim leader for the department were discussed.

Richardson Park. Selectmen approved use of Richardson Park for sunrise services by the First Congregational Church. DPW Director Lee Dunham will coordinate access to the parking lot Easter Sunday.

Forest View Estates Abatement. Selectmen acknowledge receipt of the abatement deferring discussion until legal counsel was retained by the town to handle the matter.

Past Due Taxes – Route 10 Auto. A request to consider abating interest paid on past due accounts was deferred by Selectmen as the account was not current as 2006 taxes are outstanding.

Past Due Taxes – Cole. Selectmen requested more information regarding the account and taxpayer's current circumstance.

Position Descriptions – Carpenter Home. Selectmen reviewed and approved establishment of a new staff position description (replacing senior caregiver) entitled MNA (Medical nursing assistant) Supervisor – Attachment #4. Selectmen also approved amendments to the position descriptions for clinical coordinator, resident caregiver I, II & III (Attachments #5-8) to reflect establishment of the MNA supervisor position. Recruitment for this new position will be initiated.

Minutes of Previous Meeting. Selectmen approved as written the minutes of their meeting of February 28, 2007.

Police Department. Selectmen were advised that the firewall for the department's computer system had failed and required replacement at a cost of \$1,500-1,800. The recording component of the department camera security system also required replacement at a cost of just under \$2,000.

Resolution in Support of Cathedral Stamp Project. Selectmen vote affirmatively on the attached resolution – Attachment #9, supporting efforts for a "Cathedral of the Pines" Stamp. A letter of support was also executed by Selectmen.

Correspondence, Permits and Other Matters. Selectmen reviewed, approved and executed the following:

- Nomination papers designating Robert Pinckney a member of the Capital Improvements Program Committee with a term to expire Town Meeting 2010.
- Correspondence to A. Vaillancourt.
- Correspondence to Tom Casey of Time Warner regarding extension of service on Swanzy Lake Road.
- Notice of Intent to Cut, Tax Map 69 Lot 2-2.
- Event Permit # 2007-5.

Meeting adjourned at 8:30 p.m.

Submitted by,
Elizabeth A. Fox
Town Administrator