

Board of Selectmen
June 14, 2007

Present: Kenneth F. Troup
Panny Gerken
Curt Plante

The Board of Selectmen met at the Town Hall at 7:00 p.m.

PERSONNEL COMMITTEE

The Board of Selectmen interviewed John Ruark who is interested in serving on the Personnel Committee. Mr. Ruark moved to Bolton in 2004. He has some human resources experience. On a motion made by Troup and seconded by Plante, the Board of Selectmen appointed Mr. Ruark to the Personnel Committee, term expiration 2010.

(Gerken – yes, Plante – yes, Troup – yes)

BOLTON ACCESS TELEVISION (BATCO)

Present: Bob Johnson

BatCo Accomplishments and Goals: Mr. Johnson reported that BatCo's goals for next year include the purchase of equipment to improve the broadcasting of meetings, additional cameras, monitors, test equipment to tune in signals, and other minor technical pieces. On screen titles and program announcements between the shows produced needs to be improved along with an updated schedule of programs published on the website. BatCo is working towards setting up a set time for various programs to be broadcast each week. Mr. Bates has done excellent job of organizing students at the elementary school and they have been a big asset to the broadcasting at the high school level. Ms. Gerken suggested BatCo talk with the high school about an after school program for broadcasting to draw more students into the program. Mr. Johnson stated they have not had resources to dedicate to this but will work at getting a group interested. Mr. Johnson stated they have many programs on tape including the Pan Mass Challenge and the emergency drill at the high school that they would like to put on the cable channel. These programs must be edited first and Mr. Johnson is presently learning how to do the editing. It takes quite a bit of training and he would like to put together a training class for this course. BatCo is looking for people to do camera work. Mr. Johnson hopes to put together a broadcasting course and advertise the course to try to generate interest. He also stated that working with BatCo would be considered a community service for students trying to meet the community service requirement for scholarships, etc. Ms. Ross reported that she had a visit from a Comcast representative and they are willing to work with us. Ms. Ross provided a list of suggested goals for Batco for the coming year.

1. Program guide for scheduled TV shows on the screen, website and in the newspaper.
2. Increasing the meetings being televised;
3. Improving the sound and visual quality;
4. Receiving two copies of all meetings within 48 hours. Town Secretary Linda Day will receive the two copies. One will be kept in the Town Secretary's office for our records and the second copy will be provided to the Library as a loaner.

Mr. Johnson stated that the camera can be set up so it does not require a camera person and training the Board and Committee members would be helpful for this situation. Ms. Gerken would like to see more educational programs for children.

BatCo was complimented for a great job in the past couple of years, stating it is coming along nicely and obviously takes effort and time to improve.

Budget: BatCo does not have a regular expense budget. The Board of Selectmen at their meeting on May 15, 2007 funds in the amount of \$20,000 to BatCo for the purchase of equipment. When the relocatable lease gets worked out there will be additional expenses.

Relocatable: Mary Delaney, Friends of Library was also present. It was reported that the Library was not aware of the RFP for the lease of the relocatable. The Friends of the Library will need space when their present location at Emerson School is renovated for additional class room space and they are interested in using some of the space at the relocatable. The Friends of the Library anticipate needing space the end of 2008 or beginning of 2009. Mr. Johnson stated that there is a plan to use the building in two halves. One half of the relocatable will be used for a conference room, one quarter will be used for a studio and one quarter for an editor and computer along with hardware that is now in the hallway at the town hall.

Mr. Johnson suggested allowing the Fair to use the building since they did not build the building they expected to this year. BatCo will start with evaluating the mold, putting a water tight roof on and then taking care of the renovations under the building before moving in. Mr. Johnson stated BatCo was willing to work with both the Fair and the Friends of the Library and development of the conference room could be put off so that this area could be used by the Fair and then the Friends of the Library.

On a motion made by Plante and seconded by Troup, the Board of Selectmen voted to award the lease for the relocatable to BatCo pending successful terms of the lease with the Fair and Friends of the Library included. (Gerken – yes, Plante – yes, Troup – yes) Town Administrator Jodi Ross and BatCo member Bob Johnson will work out the terms of a lease and report back to the Board of Selectmen. Mr. Johnson also stated that BatCo met and voted to lease the relocatable.

The Board of Selectmen agreed that they would like to continue to have Comcast funds come to the Board of Selectmen.

Mr. Plante suggested that the town get comparables for leasing space for when lease holder's do improvements. Ms. Ross, Town Administrator stated that the Attorney General suggested that the lease not be tied to improvements or they will have to pay prevailing wages for any renovation work.

FRIENDS OF LIBRARY – GOT BOOKS

Present: Mary Delaney and Shelly O'Toole

Presently there are two bins at the transfer station for the recycling of books. A Massachusetts based non-profit organization “Hands Across the Water” that send surplus books to schools and libraries in poor communities and the recently approved bin for a Massachusetts based non-profit organization “Got Books”. The approval of the “Got Books” bin was a way to generate revenue to support the transfer station. Ms. Delaney, of the Friends of the Library explained that the Friends of the Library depend on the sales from their books for various programming for the Library. After discussion it was agreed that the two bins will remain at the transfer station. The Friends of Library will write a letter for the Bolton Common to explain that they are still looking to have books donated to the Friends of the Library and the process for dropping off books for the Friends of the Library. Any books that the Friends of the Library do not use will go in bins at the transfer station.

Ms. O’Toole will prepare and place labels on the bins at the transfer station explaining where the books being donated will go. An additional sign will also be placed near these bins stating that books being donated to the Friends of the Library can be delivered to the Library. The Friends of the Library drop off process will be re-evaluated once the new library is built.

On a motion made by Plante and seconded by Troup, the Board of Selectmen approved of the bins at the transfer station for one year to see how it goes. (Gerken – yes, Plante – yes, Troup – yes)

TRANSFER STATION

Present: Shelly O’Toole, DPW Administrative Assistant

Revenue and fees of transfer station stickers: Last year the Board of Selectmen voted to increase the cost of transfer station stickers for 30 gallon bags from \$1.50 to \$2.00 and 15 gallon bags from \$.75 to \$1.00. Ms. Gerken and Mr. Troup were agreeable to leaving the cost of transfer station stickers as is. Mr. Plante would like to see the transfer station sticker cost raised gradually to get to the point where the transfer station is more self-funding. Residents who don’t use the transfer station are subsidizing for others. Mr. Plante recommended a contracted town wide pick up be considered. Ms. Shnitzler a resident of Bolton recommended that the Board of Selectmen think of way to get more residents of Bolton to use the transfer station. Ms. O’Toole agreed to get costs from other towns, update the information and bring back to the Board of Selectmen at a meeting during the summer.

Transfer Station stickers for seniors for FY08:

On a motion made by Troup and seconded by Plante, the Board of Selectmen voted to distribute 40 transfer station stickers to seniors 61 and older for FY08. This means anyone turning 61 on, before or during the FY08 is eligible to receive 40 transfer station stickers at no cost starting July 1, 2007 through June 30, 2008. (Gerken – yes, Plante – yes, Troup – yes)

TOWN ADMINISTRATOR REPORT

Sidewalk: On a motion made by Plante and seconded by Troup, the Board of Selectmen voted to accept the sidewalk contract between the Town of Bolton and Varandas & Sons Construction, Inc. for the professional services for the sidewalk to be constructed between the Bolton Country manor and the Salt Box. (Gerken – yes, Plante – yes, Troup – yes)

Metrofuture Community Comments Project Reporting Form: The Board of Selectmen received a copy of the Metrofuture Community comments project reporting form. Mr. Tipton, Town Planner will be asked to update the information to include how many houses have been built.

Kane property: Mr. Plante stated that the Kane family has approached the town to start discussions to develop land behind Country Cupboard. Mr. Plante stated the Planning Board should not set the stage or groundwork if the development is intended to be a LIP project and any discussions if it is to be a LIP project should take place with the Board of Selectmen. Ms. Ross noted that the Kane family has not filed anything with the town yet.

RFQ for Public Safety Building: Eight proposals were received in response to the Public Safety Building RFQ for the public safety building schematic designs. The Public Safety Building Task Force will be meeting on Monday, June 18, Tuesday, June 19 and Wednesday, June 20 to review these proposals.

Tree removal and trimming services: Four proposals were received for the tree removal and trimming services. Prices have gone down. Mr. Plante would like to see Mr. Caisse, Tree Warden monitor the crews. Ms. Ross will contact Mr. Caisse regarding this.

Bituminous Concrete: Ms. Ross reported that there were seven proposals received in response to the bituminous concrete RFQ. The lowest bid received without further evaluation was EHPerkins. In place came in at \$49.14 per ton and we were paying \$50.24 per ton.

Flag dedication and Flag Retirement Ceremony: Ms. Ross reminded the Board of Selectmen of the on Friday, June 15 at 7:00 p.m. at the Bolton Country Manor at 600 Main Street.

BOARD OF SELECTMEN BUSINESS

Capital Planning Committee: The Board of Selectmen assigned the Capital Planning Committee terms as follows: Two members will be a three year term (June 30, 2010); two members will be a two year term (June 30, 2009) and one member will be a one year term (June 30, 2008). The Capital Planning Committee will be informed of the assigned terms and they will choose amongst themselves who will take what term.

Energy Committee: On a motion made by Plante and seconded by Troup, the Board of Selectmen voted to appoint Dennis Mahoney as a non-voting members of the Energy Committee. (Gerken – yes, Plante – yes, Troup – yes)

Authorization granted to Margy Diaz: On a motion made by Troup and seconded by Plante, the Board of Selectmen voted to authorize Margy Diaz to take any and all actions needed to complete ambulance service administrative duties for the current fiscal year and a transition to the next fiscal year. (Gerken – yes, Plante – yes, Troup – yes)

Board of Selectmen's agenda: At the recommendation of Mr. Troup, the Board of Selectmen agreed to eliminate the last column of the agenda that listed the contact person for the topic of discussion.

On a motion made by Troup and seconded by Plante, the Board of Selectmen voted to adjourn at 8:30 p.m. (Gerken – yes, Plante – yes, Troup – yes)