



**COMMONWEALTH OF MASSACHUSETTS
TOWN OF NEW MARLBOROUGH
OFFICE OF THE BOARD OF SELECTMEN
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**Tara B White, Chair
Nathaniel H. Yohalem
Michele Shalaby
Board of Selectmen**

**Minutes of Selectmen's Meeting
June 2, 2014**

Board Members Present: Tara B. White, Chairman
Michele Shalaby

Others Present: Michael Skorput, Administrative Assistant
Sharon Fleck, Administrative Secretary
David Ralph
Jeffrey Lynch, Esq.
Scott McFarland

The meeting of the Board of Selectmen convened at 6:02 p.m.

The Board read the minutes. **After a discussion, a motion was made and seconded and so voted by all members to approve the minutes of the May 19, 2014 Selectmen's meeting, as amended.**

David Ralph Property – A motion was made and seconded and so voted by all members to re-open the Special Permit Hearing for David Ralph.

Roll Call:	Michele Shalaby	Yes
	Tara White	Yes

A letter was received from Scott McFarland, Board of Health, outlining previous issues with this property and recommendations going forward which will be entered with the Special Permit. Attorney Lynch requested clarification on some of the items that were delineated in the Board of Health letter. Specifically, he was concerned about the water tests for the property. It was agreed that a well log as well as a pump test, requested by the Board of Health, be conducted in three months. The Building Inspector, Tom Carmody, will have to issue the Building Permit and follow up on what else must be done.

A motion was made and seconded and so voted by all members to grant the Special Permit for 345 Old Hitchcock Road, New Marlborough, MA. with the caveat that the well log and pump tests, requested by the Board of Health, must be completed in three months and must then be certified by the Board of Health.

Roll Call:	Michele Shalaby	Yes
	Tara White	Yes

Cemetery – Mr. Skorput spoke with Tomas Scanlon, Sr. regarding whether a tax deduction would apply for land donated for cemetery use. Mr. Scanlon advised that if the property is worth over \$5,000.00, IRS Form 8283 can be filed and a deduction taken on income taxes.

Clothing Drop-off at Transfer Station – No decision was made at this time to have a box dropped at the Transfer Station. Selectman Shalaby stated that she would just like to be able to advise ICD, which apparently does not distribute clothing locally, whether or not we are interested in this venture. Chairman White spoke with Robert Olson at the Church in Southfield, who indicated that his Church provided no such service to pick up clothing at this time. Mr. Olson said he would speak with his parishioners about this and if there was interest, he would advise Chairman White. Mr. Skorput suggested that the Salvation Army be contacted to see if there is an interest on its part in placing a drop box at the Transfer Station.

Representative Pignatelli and Senator Downing – Both gentlemen will attend the July 14, 2014 Selectmen’s Meeting at 6 p.m. Chairman White suggested that questions be put together prior to the meeting and sent to them so that they can properly be prepared for the meeting. Chairman White suggested we reach out to other communities to determine whether or not they would want to be a part of this meeting, but also determine if Representative Pignatelli and Senator Downing would be agreeable to this type of meeting. Chairman White will contact Carrie Sullivan (Representative Pignatelli’s secretary) to determine her thoughts regarding inviting representatives from surrounding communities.

Highway Department Water Resolution – Mr. Skorput advised that the water issue has been resolved; however, before next winter, a deeper water line should be installed to prevent freezing.

Compactor Update – Before the Town of New Marlborough can apply for grants, there must be a policy in place to purchase, whenever possible, recycled products. Arlene Miller, the local coordinator for these programs, will send a sample of a boiler-plate policy, which, when implemented, will allow the Town to apply for the grants. Sharon Fleck indicated she was waiting confirmation from the State that her name and email address would be the primary contact. After that confirmation, along with when a “buy recycled products” policy is put in place, information will be entered in the Re-trac system, applying for two grants, i.e. Small Scale Initiatives and Drop-Off Recycling Equipment. **A motion was made and seconded and so voted by all members to tentatively adopt Recycled Product Procurement Policy, top portion of boilerplate policy, Sections a, b, and c.** The Administrative Secretary will prepare a resolution for signatures during the week.

Foley Bridge Update – A meeting has been scheduled for Friday, June 6, 2014 at 10:30 a.m., with BSC (Mr. Morrison), Maxymillian (Mr. McCauley), Mr. Loring and the Selectmen to discuss the progress of the bridge.

New England Muster Association – Mr. Ed Harvey requested permission to use the New Marlborough Central School field on June 29 from 9 a.m. to 4 p.m. for the purpose of hosting a firefighter’s muster and family fun day. Sharon Fleck will contact the school and Little League to

be sure there are no conflicts that day. The New England Muster Association has for many years supported such events. The Selectmen approved Mr. Harvey's request contingent upon no other activities scheduled for that day at the school.

Dave Hastings – A letter has been received from Mr. Hastings requesting the Town of New Marlborough send a paragraph supporting his efforts on behalf of the New Marlborough School system. Mr. Michael Skorput will respond to Mr. Hastings request.

Finance Committee - A letter has been drafted scheduling a meeting with the Finance Committee on Monday, June 16, 2014 at 6 p.m. There is a dual-purpose to the meeting: one is for the Finance Committee to appoint someone to the Capital Planning Committee that night. Selectman Shalaby indicated she had two people interested and qualified and one person who is uncommitted. The second purpose of the meeting is the transfer of funds. The two basic accounts affected are Winter Roads and the Tax Title account.

Congratulatory Letters – Congratulatory letters on behalf of the Selectmen, acknowledging service to the community, will be sent to Mr. Courtney Davis, Mr. Matthew Wright, Mr. Dan Pollock, Mr. Travis Weigle, Ms. Brittany Lane, Ms. Danielle Guidi and Mr. Ed Harvey.

Sheila LaBarbera – Because of scheduling problems, Sheila has been contacted requesting her to give us a new date. There is also a Saturday meeting on July 12 that she may be able to attend.

Selectmen's Meeting Tuesday, June 10, 2014 – The road report from Mr. Plachinski will be discussed with the Board as well as Mr. Loring. The plowing of Jacquire's field in Clayton will also be a subject to discuss at this meeting. Police Chief Scott Farrell will also be in attendance.

High School Graduates – A list of high school graduates from the Town of New Marlborough will be prepared and congratulatory letters sent from the Board of Selectmen.

Town Hall Renovations and EDM – Different configurations have been received and will need to be evaluated. This will be discussed further upon Selectmen Yohalem's return.

BCC Job Descriptions – These job descriptions need to be completed by June 16, 2014. Mr. Skorput will discuss with Assessor's Office what it may need and develop a job description. The Planning Board has responded favorably to having someone from BCC come in and work in its department. Mr. Skorput will also put together a job description for a student to work at Town Hall doing clerical work, scanning, grant research, etc.

Being that there was no further business to be brought before the Board, a motion was made, seconded and so voted by all members to adjourn the meeting at 6:54 p.m.

Respectfully submitted,

Sharon Fleck
Administrative Secretary