

**MINUTES JANUARY 4, 2011
SHEPARD MUNICIPAL BUILDING**

PRESENT: Robert K. Downing, Chairman, David A. Delanski, Vice-Chairman, Robert W. Souza, Jr., Clerk, Angela Cavanaugh, Selectmen's Secretary, Press, and see attached sign-in sheet.

Chairman Robert K. Downing called the meeting to order in the Selectmen's Office at 7:00 p.m. and led the Pledge of Allegiance.

COMMENTS AND CONCERNS

None.

CORRESPONDENCE

The Board received a memo from the Police Chief informing the Board that the bathroom at the Police Station has been completed.

The Board received a memo from the Police Chief informing the Board that the Police Dept. received an E911 grant for 2011 from the state in the amount of \$18,230 which will be used for dispatch wage reimbursement.

The Board received a memo from the Police Chief requesting that the Board consider allowing the Police Administrative Clerk to be part of the snow closing policy since the position is non-essential. The Board tabled this until their next meeting.

The Board received an invitation to the Inauguration and Swearing In of Worcester County Sheriff Lewis G. Evangelidis being held on January 5th at 7 p.m.

ANIMAL CONTROL CONCERNS

Mr. Downing stated that the vet is required to contact the Animal Inspector whenever there is an incident with an animal. The Animal Inspector, Barry Nadon, mentioned to the Board that actually the vet must contact the Dept. of Agricultural Resources first. Mr. Nadon stated that he usually is contacted by the Dept. of Agricultural Resources first then the vet contacts him. Mr. Nadon stated that he usually quarantines dogs for a period of ten (10) days and they are required to be leashed and muzzled if in the yard. Mr. Nadon continued by mentioning that if the dog owner breaks the quarantine they must pay a \$1,000 fine.

Mr. Downing stated that the hospital does not always contact the Board of Health immediately by phone, sometimes they are contacted via mail within 7 days. Therefore, Mr. Downing asked the Police Chief and Fire Chief if they could call the Board of Health as soon as they are aware of an incident with an animal. The Police and Fire Chief agreed to call the Board of Health. The Fire Chief requested that the Board of Health provide a call list in case the Board of Health office is closed. The Police Chief requested that the Board of Health draft a form to be filled out by the dispatchers. Mr. Downing stated that he would contact the Board of Health and submit a call list and form to the Police and Fire Departments.

Mr. Downing stated that he wanted to clarify that the Animal Control Officer is in charge of animal complaints and the Animal Inspector is responsible for animal rabies issues and quarantines. Furthermore, Mr. Downing stated that initially the Animal Inspector was not hired

Minutes January 4, 2011

to take on cat quarantines. Mr. Downing asked the Animal Control Officer if he could make a return call to the complainant that he is working on the complaint. Mr. Downing stated that most residents would just like to know that the Animal Control Officer has received their complaint and is investigating the complaint. Mr. Downing then asked if anyone had any questions. Finally, Mr. Downing asked Barry Nadon, Animal Inspector, if he could handle cat quarantines on an interim basis and submit a price proposal to the Board pertaining to cat quarantines.

LICENSE RENEWAL

A motion to approve the Class II license renewal for Service Auto Body for 2011 was made by Mr. Souza, Jr.; second; Mr. Delanski – unanimous.

APPOINTMENTS

A motion to appoint C. Scott Romani as a full-time Police Officer for a three year term was made by Mr. Souza, Jr.; second; Mr. Delanski – unanimous.

A motion to appoint Sharla Pule and David Goldberg as part-time Dispatchers until May 2011 was made by Mr. Souza, Jr.; second; Mr. Delanski – unanimous.

DOWNTOWN SIDEWALK SNOW REMOVAL

The Board tabled this until their next meeting.

MINUTES

A motion to accept and sign the open session minutes of December 21st as written was made by Mr. Souza, Jr.; second; Mr. Delanski – unanimous.

WARRANTS

A motion to accept warrant #76 dated December 27, 2010 in the amount of \$31,597.39 and warrant #78 dated December 27, 2010 in the amount of \$149,924.75 was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

A motion to accept warrant #77 dated December 27, 2010 in the amount of \$330.21 was made by Mr. Souza, Jr.; second; Mr. Delanski – Mr. Downing abstained.

A motion to accept warrant #79 dated January 3, 2011 in the amount of \$36,622.13 and warrant #81 dated January 3, 2011 in the amount of \$93,775.40 was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

A motion to accept warrant #80 dated January 3, 2011 in the amount of \$330.21 was made by Mr. Souza, Jr.; second; Mr. Delanski – Mr. Downing abstained.

LENARD ENGINEERING INVOICES

A motion to ratify payment to Lenard Engineering for Invoice No. 54382 in the amount of \$11,733.00 was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

PVPC INVOICES

A motion to approve payment to PVPC for Invoice No. 1 for FY10 in the amount of \$4,819.50 was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

A motion to approve payment to PVPC for Invoice No. 10 for FY09 in the amount of \$10,883.48 was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

Minutes January 4, 2011

OTHER BUSINESS

A motion to approve the Conservation Commission's request to order a laptop to be used for fieldwork provided a sign-out/sign-in log is kept in their office was made by Mr. Souza, Jr.; second; Mr. Delanski – voted unanimously.

Mr. Downing asked Police Chief Spiewakowski if he could investigate a complaint pertaining to speeding on Southbridge Road. Chief Spiewakowski stated that he will submit a report to the Board in the next few weeks.

Mr. Downing informed the public of the Senior Tax Abatement Program.

The Board briefly spoke with Sue Como pertaining to budget expectations for the upcoming year. Mrs. Como asked the Board if they plan to level fund budgets or are they requesting a budget cut this year since the Finance Committee will be sending out budget packets soon. The Board informed Mrs. Como that for now she should inform departments to level fund and continue with the spending freeze until they are able to better judge the town's financial situation in the upcoming weeks. The Board will meet with the Finance Committee to discuss budgets at an upcoming meeting. Mr. Souza, Jr. mentioned that he would like to see town employees receive some sort of compensation since they have not taken an increase for over 2 years and have been working hard with minimal complaints. Mr. Downing mentioned that he would like the Board to look into health insurance costs since cuts will need to be made somewhere. A motion to send a memo to departments informing them that the Board is level funding and the spending freeze is still in effect was made by Mr. Delanski.; second; Mr. Souza, Jr. – voted unanimously.

Mr. Souza, Jr. requested permission from the Board to attend the upcoming MMA meeting and permission to inquire about health insurance at the meeting. A motion to approve both requests was made by Mr. Delanski; second; Mr. Downing – Mr. Souza, Jr. abstained.

A motion to adjourn the meeting at 8:25 p.m. was made by Mr. Souza, Jr.; second; Mr. Delanski – unanimous.

Respectfully Submitted,

Angela L. Cavanaugh
Selectmen's Secretary

Robert W. Souza, Jr., Clerk