**Town of Petersham Massachusetts**

**SELECTBOARD MINUTES**

**Regular Meeting-Town Hall Lower Level**

**1 South Main Street**

**Tuesday January 9, 2018 6:30PM**

**Present**: Nancy Allen, Henry Woolsey, Rick Marsh **Absent:** None.

**Other Organizations/Representatives present:** Steven C. Boudreau-Administrative Coordinator, Roy Nilson-Petersham Common, Eleanor Downer-Barre Gazette

**Others present**: Mark Bishop.

1. **6:30PM Call to order.**

 ChairNancy Allen called the meeting to order at 6:30PM at Town Hall lower level and stated the meeting was being recorded.

1. **Minutes: Review/approval of Minutes of December 19, 2017**

Henry Woolsey motioned, seconded by Rick to open the December 19, 2017 minutes for review. On a motion made by Henry Woolsey, seconded by Nancy Allen it was voted to approve the minutes of December 19, 2017 as amended. Rick Marsh abstained from the vote.

1. **New Business:**

 **RE: Discussion Approval of March 2018 Annual Town Election Warrant**

 The Selectboard reviewed the draft March 2018 Annual Election Warrant and made some suggested wording changes and edits. On a motion made by Rick Marsh, seconded by Henry Woolsey it was voted unanimously to approve and sign the amended March 2018 Election Warrant.

 **RE: Discussion Approval Selectboard 2016-17 Annual Report**

The matter was placed on hold until next meeting as the draft report was still being prepared.

 **RE: Discussion Preliminary Review of proposed FY2019 Selectboard budgets**

 The Selectboard reviewed the draft FY2019 22 Selectboard managed budgets as proposed by AC Boudreau. He noted that all budget accounts met FY2019 Budget guidance regarding level funded except the following accounts:

 Health Insurance for Active and Retired employees with an expected 10% increase from MIIA with a final budget estimate due in February 2018, Property and Casualty Insurance Coverage and Nichewaug Liability Insurance excepted to increase by 3% according to MIIA estimates with final estimates due in February 2018,

 Care of Cemeteries Contract for FY2019- FY21 is in re-bid and with expected bids due January 15, 2018.

 The FY2019 Audited amount budget request of $12,500.00 will be deleted as we have a current balance of $25,000.00 in the account that expects to be carried over in FY2019,

 **RE: Discussion Request for Signs for Quabbin Drug Project Purple Week, January. 22-26, 2018.**

 The Selectboard reviewed a request for ribbons to be placed on the town common by the Q-Drug Program in the nearby Quabbin RSD to advertise Substance Abuse and Prevention Week January 13-27, 2018. The request came from Kathlyn Inman. The Selectboard decided by consensus to support that ribbons to be placed at the PCS Center School and the Petersham Police Department and not on the town common due to the pending expected bad weather conditions. AC Boudreau will so notify Ms. Inman of the Selectboard decision.

 **RE: Discussion Approval Annual COA Formula Grant**

The Selectboard reviewed a request from Kay Berry Chairman of the COA to approve and sign the Annual COA Formula Grant Standard Contract Application. On a motion made by Henry Woolsey, seconded by Rick Marsh it was voted unanimously to approve the grant application in the amount not to exceed $5,000.00 and authorize the chair to sign on behalf on the Selectboard.

 **4. Correspondence Review**

 Nancy Allen summarized aloud the correspondence folder items.

**5. Questions from Public and Press-** Much to the regret of the Selectboard it was noted that was no Athol Daily News paper reporter sent to cover the meeting due to a change in ownership of the paper.

**6. Next Meetings**

The next Selectboard meeting was confirmed for Tuesday January 23, 2018 6:30PM at Lower Level Town Hall and at the call of the Chair as needed.

**7. Adjournment.**

Henry Woolsey motioned for adjournment, seconded by Rick Marsh, and it was voted unanimously to approve the motion to adjourn at 7:30PM

 **Respectfully submitted,**

 **Rick Marsh, Clerk**

 **Meeting Documents:** The following documents were provided and or reviewed by Selectboard members during the meeting and were located in individual meeting folders and or Selectboard Correspondence Folder located on meeting table:

Copy of Selectboard January 9, 2018 Agenda

 Copy of March 2018 Annual Election Warrant

 Copy of signed COA Formula Grant Application dated 1/9/2018

 Copy of draft FY2019 Selectboard Managed Budgets dated 1/2/2018

 Copy of K. Inman Q-Drug Email Request for Ribbons on common email dated 1/2/2018

 Copy of letter from S. Cronin of COM DLS RE: Petersham CCC Follow Up dated 12/29/2017

 Copy of email from COM SEC D. Giannotti RE: Annual State Ethics Notice Summary to be distributed to Employees received 1/2/2018

 Copy of email from Whitewater RE: Mass DEP Follow Up to Annual Sanitary Review and November 2017 Water Town Hall/Office Testing Reports received 12/21 & 12/26/2017

 Copy of letter from Chief Cooley RE: Invite to PCS Dare Graduation received 1/8/2018

 Copy of email alert notice from COM DLS RE: Prepayment of property Taxes received 1/2/2018

 Copy of email from T. David Mass Toss RE: Meeting Minutes received 12/21/2017

 Copy of MIIA Nomination Ballot 2018 Annual Meeting received 1/27/2017

 Copy of Medex 2 Policy plans from MIIA received 12/27/2017

 Copy of December 2017 Treasurer Cash Book received 1/3/2018

 Copy of press release from Senator Gobi: RE: January 2018 District Office hours received 1/3/2018