



COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NEW MARLBOROUGH  
OFFICE OF THE SELECT BOARD  
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Tara B. White, Chair  
Bill West  
Beth Dean  
Select Board

**Meeting Minutes**  
**Joint Meeting of the Select Board and Finance Committee**  
**Hybrid Meeting**  
**In Person and Via Zoom**  
**Thursday, March 28, 2024**  
**6:00 p.m.**

**Select Board Members Present:** Tara B. White, Chair  
Bill West  
Beth Dean

**Finance Committee Members Present:** Beth Reynolds, Chair  
Doug Newman  
Barbara Marchione  
Dawn Trachtenberg  
John Pshenishny  
Lee Rafkin

**Others Present:** Claudette Callahan, Historical Commission  
John Schreiber, Historical Commission, Chair  
Prudence Spaulding  
Marc Trachtenberg  
Marsha Pshenishny  
Jennifer Greenberg, Admin. Secretary (Zoom)

**Finance Committee Members Absent:** Jane Fuccillo

Tara B. White called the meeting to order for the Select Board at 6:00p.m.  
Beth Reynolds called the meeting to order for the Finance Committee at 6:00p.m.

Discussion with Department Heads

John Schreiber of the Historical Commission explained that Massachusetts has accepted the Village of Southfield as a potential historic district to be listed in the Register of Historic Places. John had a map of Southfield showing the parameters of the proposed district which covers homes/buildings on Norfolk Road from a little bit south of the Lee Cemetery (which is not

included) to the Southfield Church. It also includes a few homes on East Hill Road. John stressed that the designation does not place any restrictions on the buildings or properties. The villages of Mill River and New Marlborough already have this designation.

The Commission held a meeting for the residents in the proposed district and John reported most property owners were in favor of the designation.

In order to move forward with the National Register, the Town is required to hire a consultant. Claudette Callahan said she has identified a consultant/historian to complete the application for \$5,000. This is a one time ask that they feel will be a long-term investment that attracts more people to the town. The Board and Committee thanked Claudette and John for the many hours of work to bring the historic district to this point.

Animal Inspector Prudence Spaulding explained her role and is requesting a raise from \$4,140 to \$4,800.

Prudence Spaulding is also the director of Senior Services. Her current yearly stipend is \$2,588 and she is requesting \$3,588.

#### FY 25 Budget Discussion

Mari presented the Select Board's compensation proposal for FY 25 town wages. Highway and Police unions are not included in the conversation, because union negotiations are still underway.

For non-union employees, the Select Board is proposing that the current longevity stipend (\$500 per year for employees who have worked for the town for ten or more years) be replaced with an increase in wages of \$0.25 at three years of service. Every three years an additional \$.25 will be added to the wage. Employees who reach their third anniversary at any time in FY 25 would receive the increase as of July 1, 2024.

The proposed COLA is 3.5% for hourly and stipend employees. The COLA will be calculated after the longevity increase is factored in. Additionally, the Select Board is proposing that employees who are below the 50% mark in the assigned wage range be given an additional raise to bring them up to the 50% mark. There are a few exceptions for new or reclassified positions which Mari explained.

Finally, the Select Board is proposing that for regularly scheduled employees, a minimum wage be set at \$20.00. This would not apply to occasional employees such as election workers and senior tax work off workers.

The Finance Committee was in agreement with this compensation proposal.

There was some discussion of specific line item expenses, but no final decisions were made on the budget.

There are questions pertaining to the school that will be brought to the Regional Round Table meeting on 4/2/24.

#### Review and Approve joint minutes for Select Board and Finance Committee

**A motion was made by Barbara Marchione, seconded, and so voted to approve the Finance Committee minutes of May 25, 2023.**

Beth Reynolds	<b>Aye</b>
Doug Newman	<b>Aye</b>
Barbara Marchione	<b>Aye</b>
Dawn Trachtenberg	<b>Aye</b>
Barbara Marchione	<b>Aye</b>
John Pshenishny	<b>Aye</b>

**A motion was made by Barbara Marchione, seconded, and so voted to approve the Finance Committee minutes of February 29, 2024.**

Beth Reynolds	<b>Abstain</b>
Doug Newman	<b>Aye</b>
Barbara Marchione	<b>Aye</b>
Dawn Trachtenberg	<b>Aye</b>
Barbara Marchione	<b>Aye</b>
John Pshenishny	<b>Aye</b>
Lee Rafkin	<b>Aye</b>

**A motion was made by Barbara Marchione, seconded, and so voted to approve the Finance Committee minutes of March 7, 2024.**

Beth Reynolds	<b>Abstain</b>
Doug Newman	<b>Aye</b>
Barbara Marchione	<b>Aye</b>
Dawn Trachtenberg	<b>Aye</b>
Barbara Marchione	<b>Aye</b>
John Pshenishny	<b>Aye</b>
Lee Rafkin	<b>Aye</b>

**A motion was made by, seconded and so voted unanimously by roll call vote to adjourn the Select Board meeting at 8:40p.m.**

**A motion was made, seconded and so voted unanimously by roll call vote to adjourn the Finance Committee meeting at 8:40p.m.**

Submitted by: Jennifer Greenberg, Administrative Secretary

Date approved by the Select Board: 4/22/24

Date approved by the Finance Committee: