



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

**Minutes of Selectmen's Meeting  
Monday, November 17, 2014**

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

**Others Present:** Sharon Fleck, Administrative Secretary

**The meeting of the Board of Selectmen convened at 6:01 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 November 3 and November 10, 2014 Selectmen's meetings, as amended.**

**Highway Bids for Equipment, Sand and Gravel** - Selectman Yohalem met with the Shared Services committee on Friday, November 14, 2014. The Highway Superintendents from New Marlborough, Sheffield and Monterey were concerned about the type of sand that would be supplied to the Towns by the lowest bidder. This will be rebid and the lowest bidder for sand (Wilkinson) will be contacted and asked to bid on a different quality sand, delivered for all three Towns. **A motion was made and seconded and so voted by all members to rebid the stone, gravel, sand, fill and top soil.**

**Equipment Bid** – The bid is being held until Monday, November 24, 2014 when the Highway Superintendent makes recommendations or is available to come to the meeting.

**Grants** - District Local Technical Assistance and Community Development Block Grant. Selectman Yohalem stated that Zach Blake, of the DOR Local Services, offered his assistance and perhaps get funding if the Town were able to get one shared service with one town, which it already has secured. Selectman Yohalem will call Zach Blake. It was decided that aside from the assistance received from Zack Blake, neither grant is appropriate for the Town at this point in time.

**MRF Contract** – It was decided by the Board not to sign the MRF contract. A bid package is being prepared for carriers of Transfer Station materials, which may save the Town some money. The existing contract is valid through June 30, 2015, but does not include single-stream.

**Day after Christmas** – A motion was made, seconded and so approved to close the Town of New Marlborough’s municipal offices on Friday, December 26, 2014.

**Free Cash Certification** – Chairman White announced that free cash amounting to \$396,965 has been certified by the DOR.

**New School Committee Members** – A meeting will be set with Kristen Sparhawk and Fran Lartigue.

**School Committee Meeting** – Chairman White announced a Finance Sub-Committee Meeting will be held Tuesday, November 18 at 6 p.m. in Sheffield to discuss the boilers and roof decision. Selectman Shalaby then went on to speak about future plans as to where vocational services might take place, at what school, especially in view of the fact that the Monument Mountain renovations budget was defeated. The Board agreed this is the perfect opportunity for the school districts to talk about education and what schools would be best for certain programs and consolidation of services.

**Eichstedt Claims** – A call was made to MIIA in an effort to determine the status of the Eichstedt claim. Andria, at MIIA, advised the file was on her boss’s desk; she will advise as soon as there is a final determination.

**Internal Controls** – Selectman Yohalem reported on his meeting that took place on November 12, 2014 with employees having financial controls in Town. He felt very strongly that the suggestions made in the Annual Audit could be achieved in New Marlborough. Each member of the group had suggestions on how to help one another and work more closely together. A follow-up meeting is scheduled for Wednesday, December 3, 2014 at 11 a.m. to go over the suggestions made by the Department of Revenue. Selectman Shalaby then reported that both Jenn Goewey and Mari Enoch suggested exit audits be prepared for both the Treasurer’s and Tax Collector’s positions. Chairman White will call Scanlon to set up these audits.

**Shared Services** – Selectman Yohalem reported on a Shared Services meeting held Friday, November 14 with Sheffield, New Marlborough and Monterey, including the Highway Superintendents. It was agreed by the committee to share the purchase price of the mower (\$120,000), to be housed in New Marlborough and sharing all maintenance costs. Five towns are interested in sharing the cost of a paver (est. \$100,000) and a hot box (\$40,000). Regarding the mower, each representative was asked to go back to their Board and get a feeling as to whether or not they would be interested in this co-venture. Chairman White suggested that the Boards may not want all of this highway equipment to be purchased in one year. Rhonda LaBombard from Sheffield is contacting each of the suppliers of office supplies in an effort to get the best price for the towns. Selectman Yohalem reported Monterey’s interest in sharing a Town Administrator with New Marlborough. A discussion ensued regarding having a secretary to the Highway Superintendents to be shared amongst 3 towns. The next meeting is scheduled for Friday, December 12, 2014.

**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 7:19 p.m.**

Respectfully submitted,

Sharon Fleck  
Administrative Secretary