

## COMMONWEALTH OF MASSACHUSETTS

# Sherwood Forest Road Maintenance District

Saturday, July 7th, 2012

Committee Members Present: David Bonney, Gilles Beaudoin, Nancy Devane, Mike McEnerney, Arlene Adler, Al Bavernik, Marty Feit, Clerk-Treasurer.

Committee Members Absent:

Public Present: Fran Bavernik, Dave Devane, Eva Bonney

The meeting is opened at 10:30 am.

Location: Becket Town Hall, 557 Main Street

Meeting Introduction; I.A.W. - M.G.L. CH30A- Section 20.

**Election of a Chairman and a Vice Chairman-** Mr. Gilles Beaudoin makes a motion to nominate Mr. David Bonney as Chairman, the motion is seconded; Unanimous Approval. Ms. Devane makes a motion to nominate Mr. Gilles Beaudoin as Vice Chairman, motion is seconded; Unanimous Approval.

**Adoption of Rules-** Mr. Bonney advises that he uses MGL, Chapter 30A, and Section 20. Mr. Bonney explains that if you plan on recording the meeting than you need to make sure you say that you are in the beginning of the meeting. Ms. Devane introduces herself and announces that she will be recording the meeting. A motion is made to continue using MGL Chapter 30A, section 20, along with any other rules and regulations that the committee has currently used, the motion is seconded; unanimous Approval.

**Appointment of Road Superintendent-** Mr. Bonney advises that this will be tabled for now, until the committee can discuss the specific responsibilities of this position and what will be expected of this person.

**Appointments of Road District Counsel-**A motion is made to continue using Kopleman and Paige as the attorneys to represent the Road District, the motion is seconded; Unanimous Approval.

**Procure Insurance-** This is to include workman's compensation insurance, liability insurance as well as the surety bond. Committee members briefly discuss the different

insurance policies and what the coverage is. Mr. Feit presents the bond that covers him, advising it covers up to \$300,000.00. Mr. Beaudoin makes a motion to approve the three different insurances as presented, Ms. Devane seconds motion; Unanimous Approval.

**Committee Meeting Dates and Annual meeting-** Marty presents the projected meeting schedule. He advises that the September meeting date is actually the 8<sup>th</sup> of September which happens to be the second Saturday of the month as opposed to the normal first Saturday date. Marty advises that the annual meeting date is to be on June 1<sup>st</sup>, 2013 at 10:30 to be preceded by a 9:30 committee meeting. A motion is made to approve all meeting dates as presented, motion is seconded; Unanimous Approval.

**Approval of June 2nd, 2012, Committee and Annual Meeting Minutes-** A motion is made to approve the committee meeting minutes from June 2<sup>nd</sup>, the motion is seconded; Ms. Devane and Mike McEnerney Abstain ; Unanimous Approval.

A motion is made to approve the annual meeting minutes from June 2<sup>nd</sup>, 2012, the motion is seconded; Unanimous Approval.

### **Sherwood Forest Road Maintenance Report- June 2012**

1. Work Orders went out for June 4<sup>th</sup> for Mystic Isle Way.
2. Grading started 6/22 on Nottingham Circle, 6/26 grading on lower section, it is now finished.
3. Dense Grade was put on: Mystic Isle Way (4 loads ), Sir Galahad ( 4 loads ) and Maid Marion ( 2 loads).
4. Emergency work orders: King Richard 6/7 wash out, Lady Lucille wash out, Old Carriage wash out, King Richard wash out.
5. Call and email for Fountain Court flooding- needs culvert. Mr. Bonney advises that the call came from Ms. Beth VanNess.
6. Street Signs- 12 missing, 67 need to upgrade. Nancy advises that they have various signs and posts that came down over time and that they are at her house.
7. Grading is now on back section, all grading will be finished by the end of July. Road side trimming will start 7/9.

Mr. McEnerney states that it has come to his attention that the person serving as the Road Superintendent for the past three years will not be going forward, Mr. McEnerney suggests that a thank you from the committee should definitely be in order. Mr. Bonney explains that the job is appointed; therefore this position serves at the pleasure of the committee. Mr. Bonney also advises that they need to put together an official job description so they can be very specific as to what they want this person to be able to do.

**Public Participation-**Ms. Arlene Adler questions if the culverts, etc, can be stored away on the property that is there. Mr. Bonney advises that he has looked into this

and that the property was in tax title and may or may not be town-owned at this point. Committee members agree to look into the property,

Mr. Dave Devane advises that after the annual meeting, he met with Mr. Bonney privately. Mr. Devane explains that he was under the impression that he was to finish off the month of June. Mr. Devane advises that a few days later, he received a phone call from Mr. Bonney telling him he needs to return everything and that he was immediately relieved of duty due to not filling out work orders.. Mr. Devane goes on to explain that he doesn't understand how this decision could be made by only one of the committee members. Mr. Devane advises that he does not agree with the way this was done, explaining that it was not right. And he asks that the committee members look into this matter.

**Treasurer's Report-** Marty presents the treasurers report to the committee; committee members briefly review. Marty takes some time to explain the report to the new members in attendance. Committee members question different line items from the budget and whether or not all procedures have been followed correctly. Marty advises that the way the warrant was put together is the same way that he has been doing it for five years, however agrees to check with the accountant to confirm procedure. Mr. McEnerney advises that he was under the impression that they only have so many days to pay remaining bills from last fiscal year. Marty again states that he will find out about the bills going forward.

A Board member asked why Dave was being paid for the entire month of June when he only worked for a couple days. Marty explains that he sent a letter to Mr. Devane notifying him that he would be paid through the end of June. A committee member briefly discusses this issue with the committee,

**Warrant Approval-** Mr. McEnereny makes a motion to approve the warrant as presented, Mr. Beaudoin seconds motion, Ms. Devane opposes. Warrant is approved and signed.

### **Committee Report-**

- a. **Road Superintendent Manual-** Mr. Bonney presents a draft of the Road Superintendent manual that has been prepared by Mr. McEnerney. Mr. McEnerney explains where he took the information from and explains that the information is also on line. Committee members briefly review the manual presented. Committee members discuss the fact that they need to have specific prices from Whitewolf, Mr. Bonney advises that he has asked Mr. Willis the exact price, per truck load, of the road material. Other companies that are discussed include Lane Construction and Tonilino, prices of material and delivery charges are discussed. Mike McEnerney suggests that they should consider setting up an account with Lane, in case they want to order material in the future; Mr. Bonney agrees that this would be a good idea. Ms. Devane says that she would like to be able to take the manual home to look over period,. Mr. McEnerney makes a

motion to appoint Mr. David Bonney as a temporary road superintendent for a period of three months, while they search for a permanent superintendent; Motion seconded, Unanimous Approval. Committee members agree to further discuss this topic at the next meeting. Board members also discuss the wording of a possible notice, soliciting for this position. A board member recommends that a letter of interest as well as a resume be required, committee members agree.

**b. Construction Standards Manual-** To be discussed at next month's meeting.

**c. Two-year all season Contract 7/13-** Mr. Bonney suggests that the committee needs to start thinking about this now, so when it is time to prepare a bid package they will be ready. Mr. Bonney states that they have between now and the December meeting to discuss the specifics, after that he would like everything to be ready so that he can meet with the attorney and finalize everything.

**Any Other Business-** None

**Adjournment-** A motion is made to adjourn the meeting; motion is seconded; Unanimous Approval. Meeting is adjourned at 12:30 pm.

Respectfully Submitted,

Marty Feit  
Clerk-Treasurer