

Minutes
Williamsburg Board of Selectmen
December 16, 2021

The members of the Board of Selectmen met in regular session on Thursday, December 16, 2021, at the town office. The chair called the meeting to order at 9:04 a.m.

Present: David Mathers, Denise Banister and William Sayre

Also present: Bev Bullock (Library Director), Nick Caccamo (Town Administrator), Eleanor Warnock (Administrative Assistant), Melissa Wilson (Senior Center Director)

1. Licenses – public hearing – A-1 Hilltown Pizza liquor license transfer – The chair opened the public hearing at 9:05 a.m. and read the newspaper notice. The Administrative Assistant presented the application for transfer from Nickolaos Sierros d/b/a A-1 Hilltown Pizza to A-1 Hilltown Pizza LLC. She explained the Nickolas Sierros had died, and this was a transfer to the LLC owned by his son Konstantinos Sierros, who has been running the business for years. The paperwork was all in order, except for one piece that was expected soon. The hearing closed at 9:10 a.m. **Motion** was made and seconded (DB/WS) to approve the transfer of the liquor license from Nickolaos Sierros d/b/a A-1 Hilltown Pizza to A-1 Hilltown Pizza LLC and to issue the license once the ABCC approves. **So voted** (3-0).

2. Senior Center – Senior Center Director Melissa Wilson gave her regular report. The Senior Center has resumed an active pace. They had been thinking of opening for congregate meals but people were reluctant to come in; the outdoor coffee hours and ice cream social have been very popular. The meal delivery program and the transportation program have been busy. The PenPal program has started up. They had a well-attended four-week workshop around the book Being Mortal and are considering offering it again in the spring. They are looking into doing a technology survey, and are also partnering with Northampton Senior Center in a regional program, to help seniors who don't have access to technology or need help learning it. They are continuing to coordinate many services and activities. She requested two additional phones for her staff, who are currently using their personal cell phones for work. Board members noted that the Senior Center is doing good work and everyone is happy.

3. Library –

Minimum wage – Bev Bullock, Library Director, explained that the Massachusetts minimum wage has been going up incrementally over the last several years, and the next increase, to \$14.25, will start in January. There are several library staff members who are affected, and the increase was approved in the town's budget. A year ago they were brought up to the \$13.50 minimum wage, then to \$13.77 in July with the town's 2% across-the-board increase. This increase in January to \$14.25 will go for six months, and then comes the next budget with a possible raise. **Motion** was made and seconded (DB/WS) to increase the salary of the four library employees up to \$14.25 per hour to comply with the minimum wage increase. **So voted** (3-0).

Haydenville Library building – There are issues with the Haydenville Library, especially the exterior, and the Library Trustees want the Select Board's sense of the future of the building.

Japanese knotweed – There is Japanese knotweed in the grass and growing into the foundation. There is money for knotweed in the budget every year and the work is done by Lincoln Fish.

Painting – The side of the building next to the river is rotted, due to leakage, and there is lead paint involved. The Trustees' thinking is to do the lead paint abatement and have volunteers do the actual painting of the building, to save money. The two lead paint abatement estimates are \$7500 and \$8150. There was a suggestion to try to find funding for lead abatement.

Heating system – The boiler is new. Nick has asked Jamrog to add it to the service of town buildings. The Select Board would like a report. The temperature is set at 50 degrees and was monitored remotely when the building had wifi.

Use as library – It was remembered that at the time the Meekins Library was redone, there was an agreement that the Haydenville Library would remain in perpetuity, for library purposes. On the other hand, there was talk at the time that the Haydenville Library was unnecessary given the upgrades to the Meekins, and the agreement can be changed by town vote. The books in the library are musty and the Library Director intends to sell or donate them. The space was used a lot before the pandemic, for meetings, baby showers, etc. There is now the possibility, given the MassDOT Bridge Street project and the Mill River Greenway extension, that it might serve as a visitors' center.

Roof – The roof and the rot would have to be fixed before any painting. John Hoogstraten can be asked what has been done with the roof.

Wall – There was a concern that there would be a liability issue for the town if someone fell off the wall into the river. Nick Dines could be consulted, as he was the one who fixed the top of the wall.

Future of the building – Does the town want to keep the building and invest in it and handle the deferred maintenance? It is a very sentimental thing, but that wanes over the years as families leave.

Next steps – Nick Caccamo will talk with John Hoogstraten about a site visit, looking at the roof, the rot, and the lead paint.

Meekins Library – Bev Bullock also raised the issue of damage from water and ice where the new building attaches to the old building. Water runoff from a rainstorm overwhelms the drain system, water splashes up, the window is cracked and inside the wood is rotting. Plywood has been put up as a fix. Dan Bonham is an architect and could be consulted. A site visit of both buildings was recommended.

4. Opioid litigation – Last year the town signed on, on the advice of Town Counsel, to participate in national opioid litigation. A settlement has been reached and they are now recommending signing the settlement participation forms, in order to continue to be part of it. It is unclear what the monetary amount will be – the attorney just says north of zero. **Motion** was made and seconded (WS/DB) to authorize the chair to sign the opioid settlement participation forms. **So voted** (3-0).

5. Appointments – **Motion** was made and seconded (DB/WS) to appoint Sherry Loomis to the Cultural Council for a period to June 30, 2022. **So voted** (3-0). The term of the person she is replacing goes to 2023 but Sherry is just helping out during the busy time this year. **Motion** was made and seconded (DB/WS) to accept the resignation of Nancy Winninger from the COA Advisory Board with regrets and thanks. **So voted** (3-0).

6. Licenses –

Annual renewal of licenses – Report – The Administrative Assistant presented the licenses for annual renewal. She reported that A-1 Hilltown Pizza is renewing its liquor license under the old

name (Nickolaos Sierros d/b/a A-1 Hilltown Pizza) so that the transfer can happen from a current license. This is what the ABCC recommends. The Common Victualler's license is a new one under the new name (A-1 Hilltown Pizza LLC). Bread Euphoria is not renewing its liquor license, and Paul Bacon d/b/a Bacon's Equipment is not renewing its Used Car Dealer's License. In addition, the American Legion is not renewing its Automatic Amusement Device License. Most of the paperwork is in order, except for a couple of missing insurance forms which are expected soon. The inspections are not complete because several businesses need to correct some items. The licenses won't be released until the forms are submitted, the inspections are done and the license fees are paid.

American Legion licenses – **Motion** was made and seconded (DB/WS) to grant to the American Legion a Club Liquor License and Juke Box Licenses for the year 2022. **So voted** (2-0, DM abstaining as officer of the American Legion).

Liquor licenses – **Motion** was made and seconded (DB/WS) to grant the following licenses:

Restaurants – All Alcohol

Dot's Golf LLC

Restaurants – Wine and Malt

Nickolaos Sierros, dba A-1 Hilltown Pizza

LLL Restaurant, LLC, dba Panda Garden

Retail Package Stores – All Alcohol

Ambika, Inc., dba Main Street Package Store

Caroline Smith and Micheline Champagne, dba Pat's

Retail Package Stores – Wine and Malt

Williamsburg Market, Inc.

Farmer Brewery Pouring Permit

Brewmasters Brewing Services, LLC, dba Burgy Brews

General-On-Premises

The Yellow Barn, Inc.

Clubs

Burgy Bullets Snowmobile Club, Inc.

So voted (3-0).

Common Victualler's licenses – **Motion** was made and seconded (DB/WS) to grant the following licenses:

A-1 Hilltown Pizza, LLC

Bread Euphoria, Inc.

Brewmasters Brewing Services, LLC, dba Burgy Brews

Dot's Golf, LLC

Pleasant St. Donuts, LLC, dba Dunkin Donuts

Local Burger, Inc., dba Local Burgy

LLL Restaurant, LLC, dba Panda Garden

Williamsburg Snack Bar, LLC

So voted (3-0).

Class II Used Car Dealer's Licenses – **Motion** was made and seconded (DB/DM) to grant the following licenses:

Keith Moquin, dba Burgy Buggy's Auto Sales
Cichy's Garage, Inc.
Lorin DeLisle, dba DeLisle's Auto Body
Depot Motor Sales, LLC
Worthington Air Automotive, Inc.

So voted (3-0).

Juke Box License – **Motion** was made and seconded (DB/WS) to grant the following license:

Dot's Golf, LLC

So voted (3-0).

Board members will sign the license certificates and also the ABCC Renewal Certification.

Late closing and live entertainment – **Motions** were made and seconded (DB/WS) to grant a live entertainment permits as follows:

American Legion Post 236 for a band on Saturday, December 18, 2021, from 6 to 11 p.m.

Yellow Barn, Inc., late closing permit to 12:30 a.m. and live entertainment permit, D.J., 6 to 12:30 a.m. on December 31, 2021

Brewmasters Brewing Services, LLC, dba Burgy Brews, for live music January 1 through June 30, Monday through Saturday 10 a.m. to 12 midnight, Sunday 12 noon to 12 midnight, indoors or outdoors, weather permitting, outdoor entertainment ending by 10 p.m.

Dot's Golf LLC for D.J. or band, 6-10 p.m., January 1 through June 30, Wednesdays through Sundays.

Brewmasters Brewing Services LLC dba Burgy Brews, a state license for public entertainment on Sundays from 12 noon to 12 midnight.

Dot's Golf LLC a Sunday public entertainment license from 2 to 8 pm.

So voted (3-0).

It was noted that the state Sunday licenses are for a year but the businesses need the town license as well to be valid.

7. Senior Volunteer Tax Relief Program – **Motion** was made and seconded (DB/WS) to approve the application for Senior Tax Workoff as presented. **So voted** (3-0).

8. Meeting schedule – The Board confirmed the schedule set last year that there will be no meeting on December 30, and the next regular meeting will be January 13.

9. Community Compact IT grant – Town Administrator Nick Caccamo presented the Community Compact IT grant for \$20,000 for GIS software. The software is called Arcmap. He is familiar with it and can provide professional development. There is funding for five licenses, currently himself, Dan Banister, Bryan Osetek, Denise Banister as Emergency Manager, and a flex license. He demonstrated it to the Board. The second piece of the grant is a more public-facing form of GIS called Mapgen, where anyone can log on. The three-year subscription is specific to Williamsburg. The question of renewal of the two pieces is several years down the line. He is excited about this and Board members were very interested. He can attend the award ceremony in Pittsfield next week if the Board wishes. **Motion** was made and seconded (DB/WS) to accept the Community Compact IT grant. **So voted** (3-0). The Board thanked him for his work doing this.

10. Tech upgrades –

Laptop – Because the Town Administrator’s current laptop is unable to handle the new GIS software, he proposed buying a new laptop, for around \$2000, to meet the system requirements. It was noted that a number of computers were purchased in the last couple of years with Cares Act funds, and also that before Covid, the town was purchasing a couple of computers a year on a rotating basis, so that everyone had a dependable computer, and that the ones being replaced were handed down.

Telephones – He also proposed buying two phones for the Senior Center, which are expected to cost \$10 per line per month plus \$70 each for the phones.

11. Server upgrade – Town Administrator Nick Caccamo reported that \$19,734 was appropriated for the new server, and after a delay, supply chain issues, and additional space needed by the Assessors, the new cost will be \$43,726, including labor. The 60 hours of labor will be paid by 40 hours of unused retained time, and 20 hours to be taken over the next five months. The remaining cost is \$33,714. Thinking creatively, he recommends paying from the server repair line, \$5000 from the Assessors’ budget, \$2000 or so from Tech Upgrades, and looking at department budgets that benefit, \$500 here, \$1000 there. The Board can do the transfers in March. Although the computer service hours had always been behind, the town has bought new computers with Covid money and so there are hours left and available. The check will go out today and the changeover should be seamless.

12. Town Administrator’s report –

Covid – Town Administrator Nick Caccamo reported that there are about 11 active Covid cases in town, and the number is likely to increase. He mentioned a recent incident where a person responded aggressively about masks in the Town Office, putting employees in a difficult situation. He also mentioned an employee’s recent Covid diagnosis; other employees’ close contact with the sick person was evaluated. After discussion, Board members decided on a policy that if an employee feels uncomfortable working in the building, they can work from home, until further notice and until the Select Board changes the policy. The employee doing so is to notify the Town Administrator. The policy will be reviewed by the Board regularly. Nick will communicate with the employees, and appropriate notice will be given to the public. The Board does not want to shut down the building.

Tax rate – He reported that the tax rate was approved by DLS at \$19.44, and that assessed values are up. Free Cash was certified at \$863,419 for the General Fund, plus \$941,251 Water Enterprise Fund, and \$235,328 Sewer Enterprise Fund, for a total of about \$2 million, giving the town good flexibility. It was noted that \$250,000 had recently been used from the Stabilization Fund.

Board of Health authority – The Board of Health’s legal authority to issue a mask mandate is based on M.G.L. c. 111 – Boards of Health may make reasonable health regulations. The Governor has authority under a state of emergency but the Board of Health still has authority under chapter 111.

Mill River Greenway appropriation – There is about \$5000 carried over in the budget, encumbered last year, left over from the appropriation for surveying the Helen E. James parcel

for the Public Safety complex. People don't seem to know much about it. The question is whether it can be used for the safety complex or whether it will go to free cash.

13. Minutes – **Motion** was made and seconded (DB/DM) to approve the minutes of November 18 as presented. **So voted** (2-0, WS absent). **Motion** was made and seconded (DB/DM) to approve the minutes of November 23 as presented. **So voted** (2-0, WS absent).

14. Warrant – Selectman Dave Mathers will review and sign the warrant. Payroll warrant WP22-13 for \$124,835.04, and expense warrant W22-13 for \$359,028.29, payable 12/22/21.

Documents used

Agenda and notes

Liquor license application

Opioid settlement participation forms

Letter of interest; resignation

License renewals; late closing and live entertainment

Senior Volunteer Tax Relief program application

Community Compact IT grant

Minutes

Adjourned at 12:27 p.m.

Approved:

Clerk