

Minutes
Williamsburg Board of Selectmen
September 1, 2016

The members of the Board of Selectmen met in regular session on Thursday, September 1, 2016, at the town office. The chair called the meeting to order at 7:00 p.m. The chair noted that the meeting was being recorded, at the request of the reporter.

Present: Denise Banister, William Sayre and David Mathers

Also present: Charlene Nardi (Town Administrator), Peter Spotts (reporter, Country Journal), Eleanor Warnock (Administrative Assistant)

Mill River Greenway Committee: Emmet Anderson, James Hyslip, Gaby Immerman

1. Inspection Services – contracts – Town Administrator Charlene Nardi presented the annual contracts for the Building Inspector and Zoning Enforcement Officer and for the Electrical Inspector. The cost for the Building Inspector is the same amount as last year, \$36,000; the cost for the Electrical Inspector is covered by the inspection fees. The contracts are the same each year, just with changes in the amount and the dates. **Motion** was made and seconded (DM/WS) to sign the agreement between the Town of Williamsburg and the City of Northampton for \$36,000 for Building Inspection and Zoning Enforcement. **So voted** (3-0). **Motion** was made and seconded (DM/WS) to approve the contract with the City of Northampton to provide Electrical Inspection for the year. **So voted** (3-0).

2. Live entertainment – **Motion** was made and seconded (DM/WS) to approve the application of Brewmaster's Tavern for Live Entertainment, live music, for Saturdays, September 10 and 24, from 1 to 9 p.m. **So voted** (3-0).

3. Appointments and resignations –

Council on Aging Advisory Board – The COA Advisory Board was changed from a nine-member board to a five-member board, by a bylaw change at Town Meeting. The current members had tendered their resignations – Fred Goodhue, Margaret Ricci, Nancy Winninger, Daria D'Arienzo, Paul Dunphy, James Cahillane, Lawrence West, Susan Farrell, Eleanor Jane Elovirta. **Motion** was made and seconded (DM/WS) to accept the resignations of the members of the Council on Aging Advisory Board, with thanks for their service. **So voted** (3-0).

Members were appointed to the new five-member Board, with staggered terms for the first appointment and three-year terms thereafter, and one-year terms for Associate members. **Motion** was made and seconded (DM/WS) to appoint the following to the COA Advisory Board: Fred Goodhue, term to expire June 30, 2017, Margaret Ricci, term to expire June 30, 2018, Nancy Winninger, term to expire June 30, 2018, Daria D'Arienzo, term to expire June 30, 2019, Paul Dunphy, term to expire June 30, 2019, Associate members one-year terms James Cahillane, Susan Farrell, Lawrence West, terms to expire June 30, 2017. **So voted** (3-0).

Constable – The chair read the resignation of Greg Smith from the position of Constable.

Motion was made and seconded (DM/WS) to accept the resignation of Greg Smith as Constable, with thanks for his service. **So voted** (3-0). There are three remaining Constables.

4. Helen E. James Building –

Rent amount – The tenants are currently paying \$300 a month. Rent of \$500 was proposed. The cost of owning the building for the FY16 year was \$25,000, including oil, electricity, maintenance of grounds, maintenance of heating system, elevator inspection, and pest control. The town is saving \$20,000 a year in insurance by having the building occupied. Square footage of the upper floor is 3915. **Motion** was made and seconded (WS/DM) to increase the rent of the James Building third floor for The Commons Co-Working Group to \$500 per month, effective September 1, 2016. **So voted** (3-0).

Painting – The tenants spoke of painting and cleaning up to attract new people, while acknowledging that their lease would be up at the end of December. Board members would want any painting to be done properly and were concerned about painting over varnished wood. They were willing for the tenants to paint, but would like to review the color choices.

5. Special Town Meeting – Charlene recommended the date of October 17 for a Special Town Meeting. She listed the four articles currently known: a Sewer article to do the final part of the Capital Plan Assessment; a Sewer article to support the River Road project; repurposing of a 2014 Town meeting article on a forest management and stewardship plan for Briar Hill Road Conservation land; and an article to fund the remaining costs for a new town office boiler after Green Communities funds are used. **Motion** was made and seconded (DM/WS) to set the Special Town Meeting for October 17 at 7 pm at the Anne T. Dunphy School. **So voted** (3-0).

6. Town Administrator's report –

Sculpture at library – Sculptor James Kitchen had talked with Charlene about the possible donation of his sculpture, as discussed in March. The Board of Library Trustees has not yet considered it. Concerns were again expressed about insurance and engineering. **Motion** was made and seconded (DM/WS) to postpone decision on the sculpture until the Board hears from the Board of Library Trustees, and receives a copy of the engineering report, and provided that there be an official request and that Mr. Kitchen be present to address concerns. **So voted** (3-0).

Property line, 3 and 5 North Main Street – Charlene reported that she is working with Larry Holmberg of Holmberg & Howe to settle the property line.

Facilities Master Plan – She reported that the Facilities Master Plan Committee is developing a survey for outreach to residents and would like businesses to donate incentives. Board members felt that a letter to business requesting donations should come from the Facilities Master Plan Committee, not from the Select Board, but that it could say that the Board supports the project.

Estimate of securing the Town Office Building – Adding a door to the mail/copier room, putting locks on both doors, and rekeying the Planning Board room door, would cost about \$1000. The Board discussed whether to lock the doors downstairs and whether to secure to Planning Board files. **Motion** was made and seconded (WS/DM) to have the Building Supervisor install a door on the copier/mail room but no lock at this time. **So voted** (3-0)

Leaving bikes at Town Offices – Charlene reported that two teenagers are securing their bikes at the Town Offices, with permission, before taking the bus to school.

Paragus changes – She reported that Paragus, the town's Information Technology consultant, is making organizational changes, but that it should be seamless for the town. She commented that Joe Lopes has been fabulous.

Bridge Street island – A question had arisen about the island at the intersection of Bridge Street and South Main Street, whether the island should remain concrete when the road work is done or be made into a garden. It was decided that a garden would make sense only if it were to be maintained. As for the pole on the island, Dave Mathers will ask National Grid about the possibility of moving it.

Elevator work – She reported that Baystate Elevator will do work Friday, September 9.

Town Offices boiler – She reported that the \$116,000 left in the Green Communities funds will not quite cover the cost of the boiler and associated expenses; an additional \$6,000 is needed for oil and oil tank removal, installation of propane tank, and moving of generator. It was noted that if the Special Town Meeting article does not pass, there is still the Building Repair fund or a Reserve Fund transfer.

ReGroup Reverse 9-1-1 – She reported that the system will be more time-consuming to set up but easier to use in the long run. It is based on emails rather than on phone numbers.

Mountain Street – Following the June meeting with legislators, MassDOT districts and planning agencies, the recommendation is to ask the legislators to keep the project on their radar. Multiple letters have been sent asking for release of the funds, with no response from the state agency. Chesterfield has just this year received funds from the 2012 transportation bond bill. It was noted that when the Lieut. Governor came to Western Mass. she made a point of saying she and the governor were on our side.

Signs – She reported that when a resident expressed concern about the sandwich-board-type sign in front of a town business, it was forwarded to the Building Inspector and Planning Board. There are in fact a number of such signs in town. A recommendation from the Building Inspector is expected soon. A Board member mentioned that it is important not to harass businesses in town.

7. Minutes – **Motion** was made and seconded (WS/DM) to approve the minutes of July 21 as written. **So voted** (3-0). **Motion** was made and seconded (WS/DM) to approve the minutes for August 4 as written. **So voted** (3-0). **Motion** was made and seconded (WS/DM) to approve the minutes of August 18 as written. **So voted** (3-0). Regarding the minutes of August 29, it was noted that incorrect information was reported at the meeting; it was said at that time that there would be a savings of \$16,000 on fuel after conversion of the Town Offices boiler but the town does not spend that much on fuel – it spent \$16,000 in FY15 and \$8900 in FY16. The figure will be reviewed. The Board asked that a notation be put on the minutes. **Motion** was made and seconded (DM/WS) to approve the minutes of August 29 as amended. **So voted** (3-0).

8. Mill River Greenway Committee – Gaby Immerman and Jim Hyslip of the Mill River Greenway committee reported on the current work. They are working closely with the Highway Department on improvements to South Main Street and the Goat Path dismount to the Rail Trail. There is \$26,000 from a Recreational Trails Program grant to fund the work, to be done by December 31. A guardrail has been erected across the end of the Rail Trail where private property begins. The plan for the Goat Path is going to the Conservation Commission; the bulk of the work is excavation and removal. An issue was raised about a National Grid permanent easement on the property. The committee will look into it and ask Wayne Feiden, Northampton's Director of Planning; the Board and the committee looked at deeds and the minutes from the 2010 Annual Town Meeting accepting the Farkas parcel. The committee went

on to say that the community will be notified before the work is done, that erosion control is built into the plan, that the Highway Superintendent recommends pavement rather than gravel, that caution signs may be posted, and that logger Larry Lashway has offered to take away the junk wood for free.

9. Warrant – Approved and signed the warrant.

10. Miscellaneous – Pedestrian crosswalk cone – The Board asked about the replacement for the crosswalk cone in front of the Helen E. James Building.

Documents used

Agenda and notes
Inspection services contracts
Live entertainment application
Resignations and letters of interest
Minutes
Warrant and expense report
Mill River Greenway maps
Deeds
2010 Town Meeting minutes

Adjourned at 9:15 p.m.

Approved:

Clerk