

Minutes
Williamsburg Board of Selectmen
March 1, 2018

The members of the Board of Selectmen met in regular session on Thursday, March 1, 2018, at the town office. The chair called the meeting to order at 6:05 p.m. and noted that the meeting was being recorded by the Country Journal reporter.

Present: William Sayre, David Mathers and Denise Banister

Also present: Kim Boas (Energy), Jason Connell (Fire Chief), Louis Hasbrouck (Building Inspector), Charlene Nardi (Town Administrator), Peter Spotts (reporter, Country Journal), Eleanor Warnock (Administrative Assistant), Denise Wickland (Police Chief)

Mill River Greenway Committee: Eric Bloomquist, Nick Dines, Gaby Immerman, Larry West

1. Police Department –

Budget – Chief Denise Wickland had submitted a level-funded budget, but she said the department server is old and needs replacing, and she suggested decreasing the labor line and increasing the expense line. Discussion included using a town meeting warrant article rather than increasing the expense line, and being sure to track the labor line and increase it again when needed. Chief Wickland will determine the amount – estimated at \$6,000 – and communicate with Town Administrator Charlene Nardi.

Other issues – She reported that the building is not doing well and file cabinets are sinking into the floor; Building Supervisor John Hoogstraten will be asked to look into it. There have been a few incidents of breaking into cars and she encourages residents to call 9-1-1 when they see something suspicious, rather than leaving a message on the Police Department machine; the Country Journal newspaper or the town newsletter may put out a reminder. Regarding the recent national school shootings, she said that the town's police officers review the school safety plan with the school principal and practice evacuation and lockdown drills; they are in close touch with the high school and Smith Vocational; Emergency Manager Denise Banister asked to be included in the exercises and debriefing. The Emergency Manager's EMPG grant could be available for cameras at the school.

2. Police and Fire – Bylaw for parking in fire lane – Police Chief Wickland and Fire Chief Connell recommended a local bylaw that would allow the Fire Department as well as the Police Department to issue non-criminal citations, like parking tickets, for parking in a fire lane. Discussion included that if there is no police officer on duty, nothing would happen, that the Fire Department could tow a vehicle but would prefer not to, and that the Fire Department budget is already stressed and should not have to include this. Chiefs Wickland and Connell will plan to prepare an article for Town Meeting and Town Administrator Charlene Nardi will see what other communities do.

3. Fire Department – Budget – Chief Jason Connell had asked for an increase of \$5800 in labor and \$2371 in expenses. He said he is trying to stabilize the budget by separating out things he can control, namely putting the training and detail parts of the labor budget into a separate line from the rest of the labor budget (\$13,000 for training and detail, increase incident labor from \$16,000 to \$22,000). Discussion included that when John Cotton became Chief of Police, he did a lot to modernize the Police Department, and now Chief Connell is trying to bring the Fire

Department up to standards, after years of making do; that NFPA standards must be followed to get grants; and that an \$8000 increase is a lot for one year. Chief Connell added that the First Responder required training is being done on a rotating basis, with five people each year, and doing the oil change at the beginning of the new fiscal year instead of the end of the old fiscal year is fine according to the person who does it. Later in the meeting Board members agreed to the proposed reconfiguring of the labor line and Charlene will ask for an updated budget request form.

Replacement truck – The Town has been offered a surplus truck from the Department of Defense through the state, a Chevy with 48,000 miles, which would go back to them when the town has finished. He would like to use it for towing the trailer. It will need a couple of items of repair.

Motion was made and seconded (DM/DB) to acquire and register the truck. **So voted** (3-0).

4. Building Inspector and Zoning Enforcement – Louis Hasbrouck reported on safety issues at the Country Corral feed store. Aisles are too narrow, merchandise is piled high, and there are combustible materials by chemicals and extension cords. He showed pictures and said the problems have been ongoing for years. He declared it unsafe to occupy and ordered the business closed. He would like to lock the door and get the property owner/landlord involved to help the business owner get the place cleaned up. Town Administrator Charlene hopes to connect with Town Counsel. **Motion** was made and seconded (DM/DB) under Mass. Gen. Laws c. 143 sec. 6, 7 and 9, to authorize the Building Inspector to secure the 35 Main Street business known as the Country Corral, contingent on advice from Town Counsel, until the building is made safe. **So voted** (3-0).

5. Energy Committee –

RealTerm Energy LED streetlight conversion contract – Energy chair Kim Boas discussed a contract with RealTerm Energy to do an analysis of what will be saved by LED streetlight conversion and to come up with a plan, and to be project manager when the town hires the installer. The town had approved \$45,000 for the project; after grants and rebates the net cost is expected to be \$21,000, with a payback period of 3.4 years. **Motion** was made and seconded (DM/DB) to authorize the chair to sign the contract with RealTerm Energy for LED streetlight conversion for the price as written in the contract. **So voted** (3-0).

Green Communities grant – Kim Boas said that he originally planned to ask for money from the state for the LED retrofit, to bring the payback period down to 2 years. Then the Energy Committee started looking at controls for the lights, which would allow them to be dimmed or turned off. The initial cost for the lights would be \$43,000, with the controls it would be \$62,500. The town would have to pay for everything upfront and grant funds do not come back quickly. Maintenance would still need to be procured, about \$3500 per year. The controls would have to be done at the same time and cannot be done later. The net cost to the town for the lights and controls, after rebates and grants, would be \$45,100. His current thinking is to request funding for the streetlights but not for controls. The Board agreed.

6. Budget –

Veterans – Budget is decreased.

Accountant – Budget increased slightly.

Select Board – Town Administrator Charlene Nardi presented the draft budget. Many lines should be level funded. Town Counsel – Has gone over budget the last two years and will go over this year; she recommends increasing by \$5,000. Buildings and Grounds – It was increased

when the town took over the James building, and increased last year because it went over; could be reduced by \$6225. Telephone – New more efficient phone system is being looked at. Internet – She recommended level funding, but it might be short. Heating oil – Could be reduced by \$6000. Computer Service – She recommended increasing by \$2000 since the 13 hours per month allotment is often exceeded. She will ask HCOG how they determine whether the pricing is comparable to other companies. Comprehensive Insurance – The MIIA representative recommends level-funding for now. Town Reports – Could be reduced by \$200. Ambulance service – Service itself went down but the debt service and the building debt service went up. HCOG – She should hear in a couple of weeks. Workers comp – Increase to what the town paid in FY18. Police and Fire Insurance – Could be reduced. OPEB – Last year the town put in \$5000; she recommends decreasing to \$1000. Overall – Based on what she is recommending, Selectmen's overall budget is reduced by \$6798. Budget was approved and will be forward to Finance Committee.

Hampshire Regional – Town of Southampton would like to meet to talk about the Hampshire Regional Budget for FY19. Board members agreed. The proposed budget is a 2.91% increase, about \$30,000; the local school is an increase of 1.24%, or \$26,000. It was noted that it was good that the town spoke with them ahead of time, and their listening was appreciated.

7. Mill River Greenway – purchase of Eversource land – Gaby Immerman reported that Mill River Greenway Committee and Open Space Committee have done due diligence and would like to make an offer of \$1200 per acre to purchase approximately 4 acres of the Eversource parcel off Walpole Road, to be used as a park. It is assessed at \$1000 per acre and appraised at \$1000 per acre, appraisal hired by Eversource, though Eversource's internal valuation is \$1580 per acre. The money will come from fundraising, not from existing town funds. Eversource will cover all associated costs. A survey, to be paid by Eversource, will determine the exact acreage. **Motion** was made and seconded (DM/DB) to authorize the Mill River Greenway Committee to make an offer to Eversource to purchase four or so acres of the Walpole parcel on behalf of the town. **So voted** (3-0). The purchase will be presented to Town Meeting for final approval. Gaby added that the Mill River Greenway and the OPM Steering Committee are communicating and collaborating with each other. Regarding fundraising she said that the Mill River Greenway Committee feels strongly about not asking town meeting for money for FY19. She also noted that the money earmarked in the 2014 state transportation bond for the design of the Mill River Greenway has not come through yet and they are asking Rep. Kulik for help.

8. Capital Planning -

Fire – Fire Department requested a rescue truck, to replace mini-pumper Engine 3. Board considered authorizing it contingent on receiving a grant.

Highway – Highway is requesting an excavator, as it makes more sense to buy than to rent for \$30,000 per year; Water Sewer will pay part of it. In the future the loader should be replaced by a backhoe.

Old Town Hall – Capital Plan has \$15,000; Board agreed on the amount of \$24,000, from a recent estimate for repairs. It was noted that if there were second thoughts, the article could always be pulled, or just the carpentry could be done.

Recreation – Recreation is not asking for anything this year but wants tennis courts redone in the next five years.

9. Town Administrator's report –

Congressman Neal's staff visit – Visit will be Monday, March 5, 4:30 p.m.

Town Caucus – Caucus the same night, 7 p.m.

Meals tax – She will proceed with bringing the meals tax to Town Meeting.

Pedestrian Rectangular Rapid Flashing Beacon – Highway Superintendent Bill Turner will be consulted. Details to be worked out.

Quarterly safety meetings – Department heads get together quarterly with the MIIA Loss Control representative.

Collector – Letters have been sent about overdue taxes.

Marijuana sales tax – Planning Board is not planning to include sales tax in the marijuana bylaw. Select Board will figure out how to address sales tax.

Complete Streets – Town would have to hire an engineer. Money comes from the state.

Educational Collaborative is consulting on the process. TEC has been recommended and Charlene will call communities that have worked with them.

Chapter 90 – Allotment will be \$187,000 for FY19.

Town flag – Changes were discussed. Charlene will tell the artist to move ahead. She will look into the state Corrections Department to do the printing.

Name of Select Board – Questions are whether Select Board is one word or two, and whether to use Select Board or Board of Selectmen. Current thinking is to leave as Board of Selectmen.

Heating oil price – Price for FY19 has been locked in, up from current year, still a good price.

10. Correspondence – Included legislative breakfast meetings.

11. Minutes – **Motion** was made and seconded (DB/DM) to accept the minutes of February 15, 2018, as written. **So voted** (3-0). **Motion** was made and seconded (DB/DM) to accept the minutes of February 27, the joint meeting with Terry Williams, as written. **So voted** (3-0). It was noted that the meeting was excellent and informative.

12. Miscellaneous – Memorial Day – Veterans' Agent would like to have the observance in Florence, to combine with Northampton/Florence's 150th Memorial Day Parade. Board members would like a celebration in town; it could be on a different day or at a different time. More information will be gathered. It was noted that last year the town had a band so this year will be a mini-parade.

13. Warrant – Approved and signed the warrant.

Documents used

Agenda and notes

Budget requests

Capital planning requests

Mass. Gen. Laws ch. 143

Minutes

Warrant and expense report

Adjourned at 9:50 p.m.

Approved:

Clerk