

Minutes
Williamsburg Board of Selectmen
April 13, 2017

The members of the Board of Selectmen met in regular session on Thursday, April 13, 2017, at the town office. The chair called the meeting to order at 6:05 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: Mitch Cichy (Capital Planning), Susan Fortgang (Valley View Farm LLC), Dick Kisloski (Capital Planning), Philip Merritt, Charlene Nardi (Town Administrator), Nathan Rosewarne (Treasurer), Peter Spotts (reporter, Country Journal), Eleanor Warnock (Administrative Assistant), Denise Wickland (Police Chief)

1. Capital Planning – Dick Kisloski, Chair of Capital Planning Committee, and Town Administrator Charlene Nardi presented the capital plan spreadsheet. Initial discussion – dates of payments, spreading out, pushing off; facilities upgrades and ongoing maintenance. Highway – articulating bucket loader to be purchased with Chapter 90 funds, not part of capital plan; existing backhoe to be replaced with wheeled excavator was pushed off for a year; need to update cost numbers. School tractor – pushed off for a year. Police Cruiser – computer in cruiser specially designed for cruisers. Public Safety Complex – design money to be added. Greenway study – requirement for working with MassDOT, leverages large amount of infrastructure, amount started at 48,000, now 60 to 90,000, used for mapping including Public Safety Complex, library, wetlands, amount can be lowered at town meeting but not raised, amount small compared to school budget. Street lighting – special arrangement with National Grid, unanswered questions at this point. Assessors' mapping – Department of Revenue urging updating of maps. Town Administrator Charlene Nardi will update the spreadsheet. Facilities scenarios – choice of police and fire together, or fire at Helen E. James lot and police in James Building; concern about James Building, need for structural assessment.

2. Snow plowing agreement – Cichy's – The chair read the proposed agreement. **Motion** was made and seconded (DM/WS) to authorize the chair to sign the April 2017 agreement with Cichy's Garage regarding snow plowing. **So voted** (3-0).

3. Licenses – The Yellow Barn, Inc. – All-Alcohol General On-Premises Liquor License – The public hearing opened at 7:15 p.m. Hours requested by the licensee were 9 a.m. to 1 a.m. Monday through Saturday, 10 a.m. to 1 a.m. Sunday. There was discussion about the hours, since the conditions of the Special Permit for the site provide that events must end by 10 p.m., which can be extended to 11 p.m. Discussion included that it might be confusing for the hours of the two permits to be different, that it is not necessary for the hours to be the same, that if the ZBA changed the Special Permit it would not be necessary for the business to come back to change the hours on the liquor license, that it takes time to clean up and allow people to get out, that the Board wants to allow the business to request the hours they think they need, and that if one permit says things must end by 10 p.m., a later time on the other license has no effect. Public hearing ended at 7:30 p.m. **Motion** was made and seconded (DM/WS) to approve the liquor license for the Yellow Barn, Inc., David Nehring, Manager, for the hours requested, 9 p.m. to 1 a.m. Monday through Saturday, 10 a.m. to 1 a.m. Sunday. **So voted** (3-0).

4. Treasurer – Treasurer Nathan Rosewarne proposed an article to pay a bill for \$38.16 from last fiscal year. Board members approved.
5. Treasurer – health insurance, M.G.L. c. 32B, sections 21 and 22 – The treasurer asked the Board to accept M.G.L. c. 32B, sections 21 and 22, as recommended by the Hampshire County Insurance Trust, which will allow changes in health insurance benefits. He explained that health insurance costs are expected to increase and the Insurance Trust will want to propose a new rate structure. He is waiting to hear from Town Counsel. It was unclear whether acceptance should be a Board of Selectmen vote or a Town Meeting vote.
6. Treasurer – change from elected to appointed – Nathan Rosewarne would like the Treasurer's position to change from elected to appointed. He explained that he wants to stay in the position but would like the flexibility to live out of town, which would be possible if the position were appointed. Board members noted that previous Boards had liked the idea of appointed rather than elected in order to allow better control of quality. Town Administrator Charlene Nardi explained the process, including approval at both Town Meeting and an election, so it would not take effect until 2019, when his elected term expires. Board members were in favor. It was noted that some towns appoint for three years, some appoint for one.
7. Police – Police Chief Denise Wickland made her regular report and said things are going smoothly. They plan to start filling the two part-time openings. Officers are doing additional training regarding operating under the influence of drugs, especially with the new marijuana laws and the increased opioid use. Break-in at the Williamsburg Pharmacy in February involved a large theft by a drug ring hitting small family-owned pharmacies; she is advising on security upgrades. Computer laptops in police cruisers were not lasting well so the town meeting warrant article for a new cruiser includes \$7000 for a computer. Another town meeting article is for three tasers, because there is not enough money in the budget, which has been level-funded or cut over the last few years. Board members asked Chief Wickland to look into what other towns do about a temporary moratorium on recreational marijuana. She reported that she cut the police Labor line request because it is currently being underspent, with the understanding that she could come back to the town if the sergeant were able to work 40 hours. She asked that the detail rate be increased, because Williamsburg is lower than other towns. **Motion** was made and seconded (DM/WS) to set the rate for police outside details to \$45 per hour, effectively immediately. **So voted** (3-0). She reported that she had resigned from the Chesterfield Police Department, after 21 years.
8. Chapter 90 reimbursement request – **Motion** was made and seconded (DM/WS) to approve the Chapter 90 reimbursement request in the amount of \$18,330.47 for the Bridge Street bridge project. **So voted** (3-0). Chapter 90 apportionment for FY18 is \$188,064, less than last year.
9. Appointments – Planning Board – Mimi Kaplan – The chair read a letter of interest from Mimi Kaplan. When the Board had appointed her as alternate to the Zoning Board of Appeals, members had thought that she would be a good fit for the Planning Board. It was noted that when the Planning Board and ZBA hold a joint hearing, she would not be able to sit and vote on both. **Motion** was made and seconded to appoint Mimi Kaplan to the Planning Board, for a term to expire June 30, 2018. **So voted** (3-0).
10. Licenses – Pool table – **Motion** was made and seconded (WS/DM) to approve license for one pool table for American Legion Post 236. **So voted** (2-0, DM abstaining).

11. Community Development Advisory Committee – Board members reviewed the draft charge. Discussion included the independence and advisory nature of the committee, and concern was expressed about giving it too much power. The Board decided on five members with diversity of perspective, and staggered terms. Some possible names were mentioned. **Motion** was made and seconded (WS/DM) to create the Community Development Advisory Committee, with five members, with the charge:

Community Development Advisory Committee – CDAC shall provide research, evaluation and assessment expertise regarding town-wide public and private initiatives that contain potential long-range planning implications. CDAC shall work collaboratively with all involved parties to insure that consensus values and goals applicable to the Town's future well-being guide decision-making. Values shall reflect an emphasis on promoting effective town government, wise investments, a sense of place, community building and thoughtful design.

So voted (3-0).

12. Metropolitan Planning Organization Western Tier candidates – The candidates are Charles Kaniecki of Southampton and Roger Fuller of Chesterfield. **Motion** was made and seconded (WS/DM) to cast a ballot for Roger Fuller, primary, and Charles Kaniecki, alternate, for the Metropolitan Planning Organization Western Tier. **So voted** (3-0). It was felt that they are both great choices.

13. Annual Town Meeting – Town Administrator Charlene Nardi presented the first draft warrant, final to be signed in May.

14. Town Administrator's report –

Massachusetts Downtown Initiative Grant – Town Administrator Charlene Nardi reported that the grant was awarded, to look at possibilities for commercial development.

Budget – She had submitted the Selectmen's FY18 budget sheets to the Finance Committee.

Telephone pole South Main Street – Highway Superintendent Bill Turner would like to meet with a Select Board member on how to deal with the utility poles. Nick Dines was also suggested. Dave Mathers will coordinate with Bill Turner.

Fire Station heating – Furnace shut down, was clogged, Whiting came and cleaned it out. The chimney needs to be repaired.

Fire Station interference – There is interference with the radios, the new Respond program, and the internet. Tech Committee is working on it.

Senior Center Smart TV – Tech Committee is working on it.

Comcast Committee – Committee will make recommendation at the next meeting and outline the proposed contract.

Snow plowing – Williamsburg Market and Florence Savings Bank have been taking care of the snow in the adjacent parking spaces. Highway Superintendent suggested that the Board send a letter offering that if the businesses will plow, the Highway Department will haul away the snow after a storm. Board members agreed.

Town Office oil and oil tanks – Seven hundred gallons were moved from Town Offices to Helen E. James Building and the oil tanks were removed.

Town Office heating system leaks – Adams came and fixed the leak.

Hampshire County Health Improvement Plan – She wrote to Pioneer Valley Planning Corporation on behalf of communities in Hampshire County to request technical assistance to advance the Hampshire County Health Improvement planning process.

Community Compact Initiative – shared IT and phone – She reported that MBI is filing for bankruptcy and it is not clear where the Community Compact Initiative is with the request for shared IT. She met with Rob Chambers of Gottaphone, who gave a quote for internet and phone with nex Vortex, a better plan and saving \$73 per month. She is presenting it to the Tech Committee.

Highway personnel – A Highway employee requested accelerating his pay increases to reach the same level as long-time crew members, but it was felt that this was not appropriate as there were no extraordinary conditions to warrant it.

Highway – shade trees – Trees had fallen on the rail trail and the town is responsible.

Audit FY16 – She reported that the financial team has done an awesome job, the town's books look good. Nothing major was found and the recommendations have been addressed.

Plowing complaint – A resident complained about fast driving while plowing Depot Road. She will send an email to the Highway Superintendent asking him to slow down.

15. Personnel – Police Chief contract – Denise Banister reported that she met with Chief Denise Wickland; however, it became clear that there was a confusion on what the Chief was asking for. Dave Mathers will meet with the Chief.

16. Personnel – Town Administrator contract – Dave Mathers reported that Town Administrator Charlene Nardi accepted the proposed 40 hour per week contract, for \$65,355. It will now go to Finance Committee. **Motion** was made and seconded (DM/WS) to recommend the negotiated 40 hour contract with the Town Administrator. **So voted** (3-0).

17. Miscellaneous – Upcoming meetings – Tuesday April 18 is All Boards Meeting, Wednesday April 19 is with Highland Ambulance.

Public Safety Complex locations – It was reported that the firewood lot is not for sale. William Sayre will follow up.

18. Warrant – Approved and signed the warrant.

Documents used

- Agenda and notes
- Capital Planning spreadsheet
- Cichy's snow plowing agreement
- Liquor license Yellow Barn, Inc.
- Chapter 90 reimbursement request
- Planning board letter of interest
- Pool table license
- Charge of Community Development Advisory Committee
- Annual Town Meeting draft warrant
- Warrant and expense report

Adjourned at 10:20 p.m.

Approved:

Clerk