

*Minutes*  
*Williamsburg Board of Selectmen*  
*June 17, 2021*

The members of the Board of Selectmen met in regular session on Thursday, June 17, 2021, at the town office. The chair called the meeting to order at 9:01 a.m. and noted that the meeting was being recorded by the Reminder reporter.

Present: William Sayre, David Mathers and Denise Banister

Also present: Nick Caccamo (Town Administrator), Donna Gibson (Board of Health), Dennis Hackett (reporter, Reminder), Julia Peters, Eleanor Warnock (Administrative Assistant), Denise Wickland (Police Chief), Danielle Wright,

1. Town building reopening – Donna Gibson, chair of the Board of Health, recommended that everyone continue to wear masks when in indoor public places. Discussion included recommending, not requiring, masks; the new Delta variant; vaccinated and unvaccinated people; making accommodations. **Motion** was made and seconded (DB/DM) to recommend that everyone wear masks in town-owned buildings, and that accommodations will be made, to the best of the town's ability, on a case by case basis, for people who are uncomfortable coming into town buildings. Effective until rescinded. **So voted** (3-0). Donna Gibson noted that the other towns in the health district have voted the same way.

2. Police – Police Chief Denise Wickland gave her regular report.

Staffing – She has received resignation letters from three officers and she is conducting interviews to fill the vacancies. She introduced Danielle Wright and recommended her for appointment. Board members were impressed by her resume. **Motion** was made and seconded (DM/DB) to appoint Danielle Wright as part-time police officer, following the Chief's recommendation. The six-month probationary period is automatic. **So voted** (3-0). Chief Wickland reported that Officer Peter Fisher is doing well at the full-time academy and expects to graduate in August.

Bridge academy and labor budget – The new legislation requires that every officer that has attended only the part-time academy has to attend a bridge academy. This will not affect her officers this year, because of where their names fall in the alphabet, but will come up the following two years. There are 9 officers, 200 hours each, so 1800 hours, at \$21/hour. The town will have to pay the offers to attend training; they can't do it while on duty. The Town Administrator was asked to write the town's representatives about funding the academy.

Expense budget – Chief Wickland said that the expense line is expected to go over budget because of expenses for the new cruiser above the insurance reimbursement and because of unanticipated major repairs to two cruisers. The academy costs the same but the gear costs more. Hybrid vehicles can have issues with accessories while idling.

Speed – She reported that people love the new speed signs. They may have the ability to record data. Board members conveyed a concern about speeding on Mountain Street. MassDOT will be asked to collect data about two-axle and three-axle vehicles.

Pay rate – She noted that the town pays a low hourly rate and is not competitive, which makes it hard to retain part-time staff. The Board will revisit the pay rate at budget time.

3. Collector's office – The Collector is planning to take vacation, reopening July 6. She is working to get the tax bills done this week.

4. Public meetings – It was reported that according to the Governor's order, virtual meetings continue to be allowed through April of 2022. The Select Board prefers to meet in person. The Town Administrator was asked to explore having people able to attend virtually.

5. Municipal budget priorities – In response to Rep. Natalie Blais's request for three municipal budget priorities, so that she might advocate for them, the Board brainstormed possibilities. Discussion included the priorities listed for the Complete Streets project, sidewalk construction, Mill River Greenway, tree removal and planting, a chipper for brush, equipment for virtual meetings, Depot Road culvert, and easements for MassDOT roadwork especially Mountain Street. Further discussion of priorities was postponed until after the culvert bid opening this morning, which Dave Mathers will attend. Other discussion included asking Town Administrator Nick Caccamo to: establish communication with MassDOT on the bridge project and to communicate with Nick Dines about it; to talk with Nick Dines about adding the pavers in front of the bank to the volunteer project; and to talk to the bank and the Williamsburg Market about the one-way entrance.

6. Appointments –

Elder Trust – **Motion** was made and seconded (DM/DB) to appoint William Sayre as the Board of Selectmen's authorized representative, with the right to vote, to the Board of Trustees of the Elder Trust, term to expire June 30, 2022. The trust agreement says that it is the Select Board chair that is a trustee of the Elder Trust but a lawyer has advised that the Select Board can vote to assign this role to someone else as representative of the chair, and the other two trustees would prefer such an arrangement, for continuity. **So voted** (2-0, WS abstaining).

Animal Control Officer – It was reported that the Animal Control Officer is willing continue until town can get another arrangement into place.

Annual appointments and reappointments – **New appointments** – **Motion** was made and seconded (DB/DM) to appoint the following:

Conservation Commission – Melinda McCall, three years, 2024

Zoning Board of Appeals – full member – Paul Kennedy, three years, 2024

**So voted (3-0).**

**Annual reappointments** – **Motion** was made and seconded (DB/DM) to reappoint the following:

Administrative Assistant – Eleanor Warnock, one year, 2022

Agricultural Commission – Amanda Emerson, three years, 2024, Ann Loomis, alternate, one year, 2022

ADA Coordinator – Nick Caccamo, one year, 2022

Animal Control Officer – Shayla Howe, one year, 2022

Building Inspector – Jonathan Flagg, one year, 2022

Building Supervisor – Dan Hathaway, one year, 2022

Conservation Commission – Mary Dudek, three years, 2024

Constables – Paul Sanderson, three years, 2024

Council on Aging Advisory Board – Linda Gibbon, Maureen O’Brien, three years, 2024; Barbara Bricker, Gerry Mann, Nancy Winninger, Associate Members, one year, 2022  
Council on Aging/Senior Center staff – Melissa Wilson, Director, Sharon Loomis, Administrative Assistant, Tamar Smith, Meal Site Coordinator, Carol Hendricks, Outreach Coordinator, Tryna Hope, Office Assistant, one year, 2022  
Cultural Council – Dianne Martin, Zevey Steinitz, three years, 2024  
Emergency Management Assistant Director – Jason Connell, one year 2022  
Energy Committee – Neal Anderson, Richard Guzowski, Jim Piermarini, one year, 2022  
Environmental Certifying Officer – Nick Caccamo, one year, 2022  
Field Driver Coordinator – Robin Merritt, Diane Merritt, one year, 2022  
Field Driver Team – Kathy Emerson, Alan Everett, Sue Fortgang, Sue Froehlich, David Nehring, Carl Schlerman, one year, 2022  
Fire Chief and Forest Fire Warden – Jason Connell, one year, 2022  
Gas Inspector – Don Lawton, one year, 2022  
Hilltown Resource Management Cooperative – Gordon Rusty Luce, Melinda McCall, one year, 2022  
Historical Commission – Leah Chava Reiner, Eric Weber, three years, 2024  
Measurer Gravel Soil and Manure – Alan Everett, one year, 2022  
Mill River Greenway Committee – Jennifer Black, Eric Bloomquist, Francie Borden, Nick Dines, John Hoogstraten, Jim Hyslip, Gaby Immerman, Jody Nishman, Joseph Rogers, David Weber, James Weed, one year, 2022  
Open Space and Recreation Committee – Eric Bloomquist, Kenley Clark, Paul Kennedy, Sally Loomis, Melinda McCall, Markelle Smith, one year, 2022  
Parking Clerk – Nick Caccamo, one year, 2021  
Pioneer Valley Planning Commission (PVPC) Alternate Commissioner – Christopher Flory, one year, 2022  
Pioneer Valley Region Joint Transportation Commission – Nick Dines, Alternate, one year, 2022  
Planning Board – Stephen Smith, five years, 2026  
Plumbing Inspector – Don Lawton, one year, 2022  
Police and Fire Chaplain – Worth Noyes, one year, 2022  
Police Chief – Denise Wickland, one year, 2022  
Police Officers – Jason Soukup, Sergeant, Peter Fisher, Michael LeMoine, Bryan Luszccki, Shane Pinkham, Robert Reinke, one year, 2022  
Procurement Officer – Nick Caccamo, one year, 2022  
Registrar of Voters – Diane O’Sullivan, three years, 2024  
Surveyor of Wood and Lumber – Alden Bacon, one year, 2022  
Technology Committee – David Martin, David Nardi, Kyle Schwartz one year, 2022  
Tree Warden and Gypsy Moth Superintendent – Thomas Por, one year, 2022  
Veterans’ Memorial Committee – Roy Beals, Dan Nye, one year, 2022  
Wiring Inspector/Electrical Inspector – Roger Malo, one year, 2022  
Woodland Trails Committee – Dwight Baghdoyan, Gwen Blodgett, John Hoogstraten, Paul Jahnlige, Eileen Keegan, Sarah LaPointe, Kevin McAllister, Diane Merritt, David Weber, one year, 2022  
Zoning Board of Appeals – Mickey Gallagher, Alternate, one year 2022.  
**So voted (3-0).**

**Motion** was made and seconded (DM/WS) to reappoint Denise Banister as Emergency Management Director, one year, 2022, Dan Banister as Highway Superintendent, Pioneer Valley Region Joint Transportation Commission, and Trench Permit Granting Authority, one year, 2022. **So voted** (2-0, DB recusing herself).

Pioneer Valley Transit Authority Representative – The chair appointed J.M. Sorrell, one year, 2022. **Motion** was made and seconded (DB/WS) to concur with the appointment by the chair. **So voted** (2-0, DM absent).

Assistant Town Treasurer – **Motion** was made and seconded (DB/WS) to concur with Treasurer's appointment of Karen Karowski as Assistant Treasurer, one year, 2022. **So voted** (2-0, DM absent).

7. Licenses – Live entertainment – **Motion** was made and seconded (DB/WS) to grant a live entertainment permit to Fred Goodhue for the Angel Park Summer Concert Series, for musical performances 6-8 p.m. on Wednesdays July 7, 14, 21, 28, August 4, 11, 18 (valid only under conditions allowed by the state and by local health and inspection authorities at the time of the event). **So voted** (2-0, DM absent). Live entertainment applications were received from Dot's Golf LLC and Brewmasters Brewing Services LLC dba Burgy Brews, and because there were no complaints, Board members approved granting them for six months. **Motion** was made and seconded (DB/WS) to grant Dot's Golf LLC a live entertainment permit for D.J.'s Wednesdays and Saturdays, Open mic Thursdays, Band Fridays and Saturdays, indoors 7-11 p.m., outdoors 6-10 p.m., July 1 through December 31, Wednesdays through Sundays. **So voted** (2-0, DM absent). **Motion** was made and seconded (DB/WS) to grant Brewmasters Brewing Services LLC dba Burgy Brews a live entertainment permit for Live Music, July 1 through December 31 seven days a week, 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. **So voted** (2-0, DM absent).

8. American Rescue Plan Act (ARPA) – Federal funding is available, with an estimated amount of \$700,000 for the town. **Motion** was made and seconded (DB/WS) to authorize the chair to request ARPA funding. **So voted** (2-0, DM absent).

9. Municipal budget priorities, continued – Dave Mathers reported back from the opening of the bids for the Depot Road culvert. The lowest bid was for \$491,748, from J.H. Maxymillian, Inc. The town had a grant for \$350,000, of which some has been used. The town should ask for \$200,000 to cover the shortfall. Board members reviewed the priorities discussed previously and added the Depot Road culvert shortage, and refurbishing of the Town Office Building and Old Town Hall. The Board decided on the easement work for Mountain Street, the Depot Road culvert shortfall, and the refurbishing of the Town Office Building and Old Town Hall.

10. Mountain Street project – Julia Peters, resident of Mountain Street, raised a number of concerns of the people who live on the road, including access to the MassDOT plans, time for making comments and having input, concern that widening and straightening the road with the planned drainage would have substantial impact both on individual properties and on increased speed and an increase in large trucks. It was noted that the project is only at the 25% design phase and a lot of the particulars are vague, and that if the town were to rebuild the road without

MassDOT, it would cost millions. Board members offered to look into limiting large trucks, doing a speed study, doing traffic calming as part of the design, asking the Police Chief to do more speed patrolling. A Board member said that a number of the residents' concerns are shared by the Board and proposed that the Board should write a letter to MassDOT, with input from the residents.

11. Flag Fund – A donation was received from Jean York and the Board is grateful.

12. Correspondence – The Zoning Board of Appeals approved the petition of Haydenville Gas & Electric for a Special Permit to operate a used car dealership, dependent on staying up-to-date on taxes, for a term of six months, to expire November 1, and the owner may apply for renewal.

13. Minutes – **Motion** was made and seconded (DM/DB) to approve the minutes of May 6, May 20, and June 3. **So voted** (3-0).

14. Warrant – Approved and signed the warrants: payroll warrant WP21-26 for \$114,871.02, and expense warrant W21-26 for \$123,090.05, payable 6/23/21.

Documents used

Agenda and notes

List of appointments

Live entertainment permits

ZBA decision

Minutes

Warrant

Adjourned at 12:14 p.m.

Approved:

---

Clerk