

Minutes
Williamsburg Board of Selectmen
March 31, 2016

The members of the Board of Selectmen met in regular session on Thursday, March 31, 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: David Mathers, Denise Banister and William Sayre

Also present: Charlene Nardi (Town Administrator), Peter Spotts (reporter, Country Journal), Bill Turner (Highway, Water/Sewer), Eleanor Warnock (Administrative Assistant)

1. Highway – High Street – Highway Superintendent Bill Turner asked the Board about whether to redo High Street this summer or wait for the Mountain Street project through the state. He proposed grinding it, and putting on blacktop. The sidewalk also needs to be addressed. Discussion included: better that the town should do it rather than have the state come in, if the state appropriates money for design then the town should wait, though that could be a while, if the state is involved then they will widen it, if it is widened then trees may be lost and the character of the street would change, speed limit could change. It was decided that the road would be done with Chapter 90 funds.

Other roads – Bill Turner said that Fort Hill Road is the worst; the water main there may be replaced this summer, and the road will have to wait until after that. Briar Hill Road needs to be redone. He is looking at microsurface rather than chipseal; other towns can be asked about their experience with this new surface type. Although people will not be specifically notified about proposed road work, there will be notice in the newsletter. South Main Street sidewalk needs work but he plans to wait because of Mill River Greenway plans. Board members complimented the work of the Highway crew in cleaning up Ashfield Road.

Trees – Trees mentioned to Bill Turner in his role as Tree Warden included the tree in front of the Williamsburg church and the tree by the Meekins library. He said he keeps a list.

Fire Engine 1 – Bill Turner reported that former Fire Engine 1 will go to the Highway Garage for the Water/Sewer Department and will be equipped with pumps so that if there is a water main break, equipment will already be on the truck. It can also be used for doing drainage work on roads. Costs were mentioned – insurance and maintenance. Lights and paint color will change, detail will come off.

Route 9 – He hears that Route 9 is to be redone in eight years. Concerns were raised about the flood plain and flooding and whether the road could be redesigned.

Route 9 and Myrtle Street – The water shutoff valve needs attention; Bill Turner will look at it.

Bridge Street bridge – There was concern that when water reaches a mark on the bridge, the bridge must be closed. Bill Turner said that the problem is the condition of cement underneath. An engineering firm is doing design work. Once the town has the report, next step is to find funding. The state has bridge repair funds.

2. NEXAMP Net Metering contract – Town Administrator Charlene presented the NEXAMP contract and explained that the terms are exactly what the town wanted, including the 25% discount on net metering, rather than the original offer of 20%; the town's attorney also tightened up some dates. The company can revise the estimated amount of energy, but the town still gets the same percentage. The Energy Committee reviewed the agreement and had no concerns.

Motion was made and seconded (DB/WS) to authorize the chair to sign the Net Metering

Purchase and Sale Agreement between the Town of Williamsburg and Golden Hills Solar LLC.
So voted (3-0).

3. Green Communities – Town Administrator Charlene Nardi explained that because the town has not yet spent the Green Communities funds awarded, the town is requesting an extension. **Motion** was made and seconded (DB/WS) to authorize the chair to sign the Green Communities grant continuation and extension for two years. **So voted** (3-0).

4. Forest Legacy Program – **Motion** was made and seconded (DB/WS) to authorize the chair to sign the letter to Lindsay Nystrom, the Mass. Forest Legacy Program Coordinator, in support of Western Mass. Forest Legacy Area designation. **So voted** (3-0).

5. Appointments – The chair read a letter of resignation of J.M. Sorrell from the Mill River Greenway Committee. **Motion** was made and seconded (DB/WS) to accept the resignation of J.M. Sorrell from the Mill River Greenway Committee with thanks and regret. **So voted** (3-0).

6. Licenses – Live entertainment – **Motion** was made and seconded (DB/WS) to grant a Live Entertainment Permit to the Burgy Bullets for Saturdays June 18 and 25 and July 30, 4 p.m. to midnight for D.J. or band. **So voted** (3-0).

7. Utility pole hearing – On the petition of National Grid for a pole hearing, the Board set the date of the next meeting, April 14.

8. Budget – Local schools – Town Administrator Charlene presented the budget for the Williamsburg public schools, with an increase for the town of \$104,302. It includes more school choice money but less preschool money. Questions were asked about the need for Special Ed, which includes emotional support for students, maintenance costs, which does not include salaries, and energy costs. Charlene will follow up with Principal Stacey Jenkins.

Regional School – Charlene presented the Hampshire Regional budget. Williamsburg's share is \$239,000. Williamsburg will pay a large increase this year due to the state formula; the town had a decrease last year and another town had the increase. People have been working with the state for years to try to change the formula.

Salaries – The Board reaffirmed that the Town Collector's salary will remain as it is, leaving the fees as they are, the salary rate to be adjusted eventually when a new Collector is hired. Regarding fees, Charlene is putting together a fee schedule with information on who sets them. The salary survey will be forwarded to the Finance Committee with the recommendation that the Finance Committee and Select Board meet to talk about how to raise salaries up to the median over time. It was noted that with the large increase in the school budget this year, raising salaries will be difficult. Merit increases were also discussed but the Board was reluctant to consider them, because Board members do not have personal knowledge of how good a job people do, and merit increases are hard to do in towns without a standard evaluation system.

Council on Aging expense – The one-time \$800 expense for purchasing a handheld scanner will be put in a town meeting warrant article, rather than in the annual budget.

Library – Charlene shared the Library budget from the library's elected board.

Computer service – Since the Comcast revenue will go into the General Fund and cannot be used the year it comes in, Charlene recommended increasing the Computer Service budget line by the \$4500. The \$805 for email will be moved from the Tech Upgrades line to Computer Service. Three library computers have been replaced this year; in FY17 three Town Office computers will be replaced, plus the COA laptop.

9. Capital planning requests – Charlene has sent the library’s request to Capital Planning, which will meet soon. The Town Clerk has put in for several things, including voting machines by 2018.

10. Mountain Street – Town Administrator Charlene Nardi reported that two years ago Rep. Kulik arranged a meeting for Williamsburg, Whately, Northampton, and the two Mass. Highway districts and she recommended that he do it again. Whately will send a letter as well. **Motion** was made and seconded (DB/WS) to send a letter to Rep. Kulik on the Mountain Street project urging moving ahead with it, with copies to Northampton, Whately, the two Mass Highway districts and others. **So voted** (3-0).

11. Town boundaries – It was noted that Eric Weber did a wonderful thoughtful job about how to walk the town boundaries. This will be revisited in mid-May or mid-June, looking at how to make it fun. Woodland Trails Committee is interested in attending walks.

12. Helen E. James, Co-Working Group – rent – Discussion included looking at what market rates are, acknowledging that the group is doing a service to the town by keeping the building occupied, finding out the square footage that they are using, looking at what their income is from other tenants, looking at utility costs, noting that while heating oil gallons went up, utility costs went down. This will be discussed at a future meeting.

13. Town Administrator’s report – CIRD grant – Town Administrator Charlene Nardi reported that the CIRD grant was not awarded.

Town repair projects – She had given the Board a list of projects for the current year. Building Supervisor will be at the next meeting and may have a list for the next fiscal year.

Valley View Road – A town resident would like the Board to extend Valley View Road, so that a lot can be divided and have enough frontage. The road had previously been discontinued. Discussion included the need for the town to maintain the road, question whether the road is adequate as a road, question whether the Board can extend a discontinued road, need for an updated survey, question about the role of the Planning Board, question about whether this would set a precedent for extending other discontinued roads, question of what the resident’s plans are, question about effect of the river, question whether there is liability if the town decides against it. Fire Station generator – Charlene reported that the Conservation Commission approved the request for determination. The town will use lally columns rather than bollards to protect the generator.

3 North Main Street – Charlene had confirmed to the resident that a basketball hoop on the front of the Fire Station would not be safe.

Walkability – Planning event is April 1, walk is April 15. Bill Sayre will represent the Board.

Hampshire County Emergency Communication System Oversight Committee – Daryl Springman will represent the town.

Energy Committee solar event – Energy Committee will host a public event and invite solar companies offering residential programs.

Metropolitan Planning Organization (MPO) – Charlene reported that the MPO is the organization that decides where TIP money goes, and is asking for nominations of interested people. She suggested that it is very valuable for the town to have representation.

Audit – The auditor will be coming to the May 12 meeting. Other Boards have been invited.

Time off – Charlene will be absent from the Board meeting April 28 for her daughter’s college graduation honors ceremony.

14. Minutes and evaluations – **Motion** was made and seconded (DB/WS) to approve the minutes of the Employee Evaluation of Marie Westburg, Director of the Senior Center. **So voted** (3-0). **Motion** was made and seconded (DB/WS) to approve the minutes of March 17. **So voted** (3-0). Executive session minutes – **Motion** was made and seconded (DB/WS) to publicly release the executive session minutes from

- June 29, 1989
- July 10, 1989
- August 9, 1989
- August 17, 1989
- August 24, 2006
- August 31, 2006
- November 14, 2006
- January 4, 2007
- March 1, 2007
- February 14, 2008
- February 28, 2008 but redacting the MMA username and password
- November 6, 2008
- April 23, 2009
- June 18, 2009
- October 8, 2009
- October 22, 2009
- January 28, 2010
- February 11, 2010
- July 29, 2010

since the executive session purpose has, at this time, expired. **So voted** (3-0).

15. Water/sewer – Water and Sewer Commission is amending emergency protocols for the water system.

16. Warrant – Approved and signed the warrant.

Documents used

- Agenda
- Net metering contract
- Green Communities grant continuation and extension
- Forest Legacy Program letter of support
- Resignation of J.M. Sorrell from Mill River Greenway Committee
- Live entertainment license
- Budget requests
- Mountain Street letter
- Survey showing Valley View Road properties
- Metropolitan Planning Organization letter
- Minutes and evaluations
- Warrant and expense report

Adjourned at 10:20 p.m.

Approved:

Clerk