

Minutes
Williamsburg Board of Selectmen
July 14, 2022

The members of the Board of Selectmen met in regular session on Thursday, July 14, 2022, at the town office. The chair called the meeting to order at 9:05 a.m.

Present: Denise Banister, William Sayre and David Mathers

Also present: Lisa Bertoldi (250th Anniversary), Nick Caccamo (Town Administrator), Jason Connell (Fire Chief), Eleanor Warnock (Administrative Assistant)

Mill River Greenway: Gaby Immerman, Nick Dines

1. Reorganization of the Board – **Motion** was made and seconded (DM/WS) to appoint Denise Banister as chair for the next year. **So voted** (3-0). **Motion** was made and seconded (DB/DM) to appoint William Sayre as clerk for FY23. **So voted** (3-0).

2. Fire Department – Chief Jason Connell gave his regular report. He said a lot is going on, the department is doing well, and they are excited about the upcoming anniversary celebration. Incidents this fiscal year are 437, compared to 385 for FY21, and 169 of them are fire. They assisted other towns 37 times – often just the Chief – and received mutual aid three times. There were overlapping calls – calls in town and out of town – 60 times. The department's equipment and apparatus are all OK. Engine 4 has new tires. Radios are now patched into the Zello system, which can use cell phone as a backup to radio. The VFA grant of \$3000 is going toward a skid unit that has patient transport incorporated in it, total cost \$6500, and the unit that the department built can be kept in the pickup. Future grant ideas are for dry hydrants and more PPE protective clothing. They are waiting to hear about the AFG grant for the fill station, which costs \$70-80,000; they are making do with fixing the current one. This would be a good use for ARPA funds. The rescue truck order is almost ready to submit.

3. Mill River Greenway – MassTrails grant – Town Administrator Nick Caccamo and Mill River Greenway members Gaby Immerman and Nick Dines reported on recent progress. The previous Greenway MassTrails grant was for the design of the South Main Street switchback. The current MassTrails grant is for \$194,500 for final design and engineering of the pedestrian bridge, linking the bridges project to the switchback, including legal and survey fees for easements and producing bid documents in anticipation of a construction grant from MassWorks. Gaby expressed appreciation to Jim Hyslip, Joe Rogers, and Nick Dines for their work. The committee is working with the state Secretary of Transportation through Senator Adam Hinds to release the money. Gaby noted that resident J.M. Sorrell, whose property is most impacted by the project, has been cooperative in partnering with the town on this project and the committee is grateful for her support and participation. The MassWorks construction grant for close to \$1 million is expected in 8-10 weeks. The overall Route 9 project is advancing and the 25% design hearings are expected this winter. **Motion** was made and seconded (DM/WS) to accept the MassTrails grant for the Mill River Greenway connector in the amount of \$194,500. **So voted** (3-0).

4. 250th Anniversary – Committee chair Lisa Bertoldi acknowledged the demolition of the Helen E. James School building, which lies on the parade route. She expressed great thanks to the Board for their support of the 250th events. She said her committee has been amazing with remarkable skills. Gerry Lashway has spent money on radio ads for the fireworks watch party Friday night. Chief Wickland and her officers will manage traffic. Steve Smith is parking coordinator. Denise Banister as Emergency Management Director has expedited things. Board members thanked Lisa for the great job she has done.

5. Licenses – One-day special all-alcohol liquor license – **Motion** was made and seconded (WS/DB) to grant a special license to the American Legion Riders and Richard Kelly for Sunday, July 17, noon to 6 p.m. **So voted** (2-0, DM abstaining as officer of the Legion). Because this event is part of the town's 250th anniversary celebration, **motion** was made and seconded (WS/DB) to waive the \$25 fee for this license. **So voted** (2-0, DM abstaining). Live entertainment – **Motion** was made and seconded (WS/DB) to grant a live entertainment license for a D.J. to the American Legion for Sunday, July 17, 1 to 6 p.m. **So voted** (2-0, DM abstaining).

6. Appointments – **Motion** was made and seconded (DM/WS) to appoint John Svoboda as Constable, term to expire June 30, 2023. **So voted** (3-0). **Motion** was made and seconded (DM/WS) to appoint Dan Nye to a three-year term on the Historical Commission, to expire June 30, 2025. **So voted** (3-0).

7. Personnel – Collector – **Motion** was made and seconded (WS/DM) to accept the resignation of Steve Romanowski as Collector with regret. **So voted** (3-0). Town Administrator Nick Caccamo reported that Steve Romanowski tendered his resignation on July 5. Mike Quinlivan, who had worked closely with the former Collector, came forward to provide hours to keep the town on track with collections, and was in the building yesterday clearing payments. He is willing to come in once a week for the next few weeks to keep things on track. Ads have been posted in the Gazette and Country Journal and the town website, to close Monday July 25. Board members will review resumes and give Nick feedback about candidates to interview. Interviews will be planned for Tuesday, August 2, starting at 11:30. Mass MuniFin could be a Plan B.

8. Highway Superintendent contract – Town Administrator Nick Caccamo presented the proposed contract. Salary is \$75,000 for FY23, with option to increase in FY24 and 25. The town's comp time policy shall not apply to the Highway Superintendent; the salary is to compensate for all of his time. Denise Banister, mother of Dan Banister, recused herself and did not participate in the discussion. **Motion** was made and seconded (DM/WS) to sign the agreement between the Town of Williamsburg and Daniel Banister, term July 1, 2022 to June 30, 2025, for the position of Highway Superintendent. **So voted** (2-0, DB recused).

9. FY23 wage rates – Town Administrator Nick Caccamo presented the payroll rate listing. He is confident that the FY23 rates are accurate. FY22 is not accurate, because some wage changes were not incorporated into the document, and he is still trying to piece together the history, especially for fire and police. He will continue to work on it. **Motion** was made and seconded (DM/WS) to approve the FY23 wage rates. **So voted** (3-0).

10. Personnel – Highway hiring – The Highway Superintendent has interviewed one person but wants to post the job for another three weeks.

11. Municipal electricity aggregation – Town Administrator Nick Caccamo reminded the Board that the recent three-month bridge contract is coming to a close soon, and Colonial Power recommends doing another three-month bridge, to end at the end of October, with Dynegy, as the markets are still volatile and the prices are high. The current aggregation rate is \$ 0.15356. Individual residents and the town accounts can choose a different supplier but the town needs to sign up for an aggregation rate in order to keep the aggregation program going. **Motion** was made and seconded (DM/WS) to choose the three-month rate for August 1 to October 31. **So voted** (3-0).

12. Chapter 61A – 73 Old Goshen Road – Town Administrator Nick Caccamo reported that the owner of 73 Old Goshen Road plans to sell the property and wants to remove it from Chapter 61A protection. Since the proposed Purchase and Sale Agreement was not included in the certified mailing to the town, the 120 day window for action by the town has not started. He will send a memo soliciting comment from various town boards and commissions. August 11 was proposed for considering the issue.

13. Audit – Town Administrator Nick Caccamo reported that the FY21 draft audit has been completed. The management letter lists the concerns uncovered by the audit process; the relevant departments have been asked to respond. The auditors also asked for the standard letter where the town represents that it provided correct information. **Motion** was made and seconded (DM/WS) to authorize the chair to sign the representation letter. **So voted** (3-0).

14. Helen E. James monument – Resident Dan Nye sent a proposal for a monument to Helen E. James and the excellent educators that Williamsburg has had over the years. The Board received the suggestion. Bricks from the Helen E. James School building are being saved.

15. Town Administrator's report –

Covid – Town Administrator Nick Caccamo reported that according to a memo from Town Counsel, the ability to hold remote or hybrid meetings is set to expire July 15. The legislature is working on extending it. There is a possibility of a mandate to provide hybrid access to everyone. Nick will notify boards that are currently meeting remotely.

Server – The server has been malfunctioning ever since it was purchased. This is a particular problem for the Assessors. It is still under warranty with Dell.

Vacation – Nick listed dates he is planning to take off.

Self-assessment – The economic self-assessment project with the UMass Donahue Institute has put out a brief survey about how residents do business in town.

16. Correspondence – Correspondence included a letter concerning tax title.

17. Warrant – Selectman Dave Mathers will review and sign the warrant. Going forward, chair Denise Banister will perform this role. Payroll warrant WP22-28 for \$83,381.76 and expense warrant W22-28 for \$182,289.22. Payroll warrant WP23-02 for \$43,554.75 and expense warrant W23-02 for \$530,075.12 dated 7/20/22.

18. Miscellaneous – Noise at Burgy Brews – An abutter complained about the noise. Dave Mathers spoke with the owner, who acknowledged the problem and described how they will fix it.

Documents used

Agenda and notes

Fire Chief report

MassTrails grant

Licenses

Letters of interest

Resignation

Highway Superintendent contract

FY23 wage rate list

Municipal aggregation rates

Audit

Adjourned at 11:55 a.m.

Approved:

Clerk