

Minutes
Williamsburg Board of Selectmen
April 14, 2016

The members of the Board of Selectmen met in regular session on Thursday, April 14, 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: Kim Boas (Energy), Lisa Jasinski (National Grid), Jim Locke (Building Supervisor) Margaret Misner, Brian Murphy (Colonial Power), Charlene Nardi (Town Administrator), Greg Smith, Jason Soukup (Police Sergeant), Peter Spotts (reporter, Country Journal), Leo Sullivan (Colonial Power), Dillon Sussman (PVPC), Eleanor Warnock (Administrative Assistant), Denise Wickland (Police Chief), Marie Westburg (Senior Center Director)

1. National Grid utility pole hearings – Main Street – The public hearing opened at 7:03 p.m. Lisa Jasinski of National Grid presented the company's petition for installation of a pole. She explained that the poles in the area are all full and the company needs to provide service, at a different voltage, to a car charging station. She added that SO pole means Solely Owned. **Motion** was made and seconded (DB/WS) to give National Grid permission to install one midspan SO pole for installation of 3 phase transformer bank, on Main Street Route 9 approximately 109 feet south of the centerline of the intersection of North Street. **So voted** (3-0). The first hearing ended at 7:07 p.m.

Old Goshen Road – The second hearing opened at 7:07 p.m. Lisa Jasinski explained that the new poles are to replace tree guys. She had spoken with an abutter earlier that day who was concerned about tree trimming and was satisfied. Another abutter, present at the meeting, spoke about not wanting too many changes at her place, and had concerns about hitting the pole. Lisa Jasinski determined that the pole is a distance away from the woman's property, and pointed out that there are no electric wires on the new poles, just support wires. **Motion** was made and seconded (DB/WS) to give National Grid permission to install two SO stub poles to replace existing guying in trees, on Old Goshen Road, approximately 3101 feet northwest of the centerline of the intersection of Hemenway Road and continuing approximately 2834 feet northwest. **So voted** (3-0). The hearing ended at 7:12 p.m.

2. DLTA funds for Community Compact Master Plan – Dillon Sussman of Pioneer Valley Planning Commission presented his preliminary scope for a Facilities Master Plan. He noted that the town has several key decisions to make, including the use of the Helen E. James Building, the siting of the Public Safety Complex, and future use of other town buildings, and that the reports that have been done have not come to the same conclusion. About \$16,000 in DLTA funding could be put toward this project, and the town would supply background material, hold public forums, and provide a 5% in-kind match, which could be in time. He summarized the tasks involved, starting with reviewing past documents and summarizing key findings, then working with the Select Board or a committee to review, gathering input from the public and from town departments. Comments at this point included that the James Building is the most viable

property, for town uses and for selling, and that the issues are how to come to the right decision and how to build consensus. Further tasks will be drawing up plans showing how it all fits together, identifying funding sources and possible regulatory changes, and identifying next steps for moving forward. There was then discussion of a possible USDA Rural Development grant, in place of the CIRD grant that was not awarded, with Smart Growth America to do workshops and fiscal impact analysis of a topic of the town's choice. **Motion** was made and seconded (DB/WS) to move forward with USDA Rural Development and their grant offering. **So voted** (3-0). Returning to the DLTA Facilities Master Plan project, Dillon Sussman will plan to come to the next Select Board meeting with a revised scope.

3. Helen E. James Building – Senior Center Director Marie Westburg presented a proposal for the temporary use of rooms on the second floor of the James Building for Senior Center activities. She has reorganized staff hours and gotten good volunteers. Board members appreciated her vision. Concerns were expressed about building maintenance, cost, building open at night with no one in charge, meeting codes. Board members were not in favor of the proposal. A suggestion was made to use the Haydenville Library.

4. Building Supervisor – Building Supervisor Jim Locke presented a list of his work for the past six months and his current task list. He recommended reducing his budget from \$20,000 to \$15,000. He said that a lot of what he does is supervise projects. Some tasks that he mentioned are gutters at Town Office Building and Anne T. Dunphy School, roof at Helen E. James Building, rekeying doors at the James Building, shed roof at Old Town Hall, and arranging HVAC service contracts for Meekins and Anne T. Dunphy School. Concern was expressed that the school should be arranging for maintenance.

5. Executive session – **Motion** was made and seconded (DM/DB) that the Board vote to go into executive session pursuant to Mass. General Laws chapter 30A, sec. 21(a)(1) to discuss a personnel matter as requested by Chief Wickland. **So voted** (DB aye, WS aye, DM aye). The chair stated that the Board would return to public session following the executive session part of the meeting. The chair invited Chief Wickland, Sgt. Soukup, Officer Smith, the Town Administrator and Administrative Assistant to stay. The Board went into executive session at 8:34 p.m. and returned to public session at 8:40 p.m.

6. Colonial Power Group – electricity aggregation – Brian Murphy and Leo Sullivan of Colonial Power presented information about a community choice electricity aggregation program. As they began, Dave Mathers disclosed that he works for National Grid, but in vehicle maintenance. The visitors described the history of aggregation in the town, that by vote of a special town meeting in 1998 the town approved doing an electricity aggregation program, Hampshire Council of Governments tried to set it up and when that didn't work recommended Colonial Power. In Colonial Power's program customers are automatically enrolled unless they opt out. Some benefits are that people have choice, the program does not use tax dollars, and green power is available. The first step is for the Board of Selectmen to adopt an aggregation plan. There is a fee to be paid to the town, based on the kilowatts used. The town could participate for its own electricity when its contract with its current supplier ends. Solar net metering contract does not affect the program. Education of the residents is important. Colonial Power has done this process dozens of times and knows how to do it successfully. They said the most common

question is how to opt in, when people are already with another supplier. Normally 97% choose not to opt out, 3% opt out and a few of those come back in. They are able to beat National Grid prices by timing, since National Grid changes its rate twice a year on specific dates and the aggregation program can trade in the market all year. People who already have green power are not invited since they have already made a choice and are not basic service customers; they can opt in if they get out of their program. The next step is to engage Colonial Power as the town's agent. Town Counsel has already seen the aggregation plan because of other towns. Energy Committee will plan to discuss the proposal at their May meeting and make a recommendation.

7. Energy Committee – Energy Committee chair Kim Boas reported that following energy audits, the committee recommends changing the lighting in the Town Office Building and the Meekins Library. The projected savings are \$1300 a year for Town Offices and \$800 a year for Meekins. He said that with the Green Communities funds the town needs to save 20% but it has actually unfortunately increased energy use. He would like to do a larger project, namely, the Town Offices heating system. Guardian proposed work costing \$230,000; Moran would cost less and do more limited work. Windows need a lot of work with little savings associated. He would like to get going using the Green Communities funds, because there is a deadline. A suggestion was made to work on the Town Office Building, since any decision about what to do with it will not be made soon and the town will continue to own it for quite a while. Kim will talk with the Energy Committee about asking Guardian about a more limited heating option for the Town Offices.

8. Chapter 61B – It was reported that the new owners intend to keep the land in Chapter 61B for now.

9. Licenses – Special One-day All Alcohol license – **Motion** was made and seconded (DB/WS) to grant a Special License to expose, keep for sale and sell all kinds of alcoholic beverages to the American Legion Riders Post 236, at 5 Bridge Street, for Saturday June 11, 2016, 8 a.m. to 7 p.m., hours of serving Saturday June 11, 11 a.m. to 7 p.m. **So voted** (3-0).

Live entertainment – **Motion** was made and seconded (WS/DB) to approve a Live Entertainment license for Tom Adams and the Angel Park Music Series for Thursdays July 7, 14, 21, 28, August 4, 11, 28, 25

10. Appointments – resignation – **Motion** was made and seconded (DB/WS) to accept the resignation of Mary Dudek from the Mill River Greenway Committee with regret and thanks. **So voted** (3-0).

11. Helen E. James Building, The Commons Co-Working Group – rent – Town Administrator Charlene Nardi reported that the square footage was 3915 square feet total, between 560 and 780 square feet per room; multiplied by \$8 per square foot, that comes to \$31,320. Discussion included asking for a list of who is renting and what they are paying, asking for a percentage, Charlene to do the negotiation, contract is for one year and requires three months notice to terminate. Discussion continued later in the meeting.

12. Budget – Town Administrator Charlene Nardi reported that the Finance Committee sent out a letter asking for budget cuts; there was confusion as to whether it meant cuts to all budgets or just

to increases. Some departments have responded by submitting lower budgets. Hampshire Regional should not be cut. The Board will meet with the Finance Committee April 27. The Board is not in favor of an override for this. Town meeting articles and Capital Planning requests were mentioned. Charlene thought Finance Committee would like to give employees a raise. The Town Accountant may be able to help in the discussion of the budget and the levy limit.

13. Town Administrator's report – It being late, Town Administrator Charlene Nardi just mentioned the Town Offices/James Building spring cleanup.

14. Miscellaneous – John Pohanka hung the pictures in the Selectmen's office. Board members were pleased and grateful.

15. Public Safety Complex – discussion – Bill Sayre, chair of the Public Safety Complex Committee, proposed holding a non-binding vote at annual town meeting about using the Helen E. James Building lot for a public safety complex. It was noted that the DLTA study of a Facilities Master Plan through PVPC is a different approach. Discussion included: a non-binding question probably cannot be put on the town meeting warrant, a public meeting could be held 30 minutes before the town meeting, the current cost of the building is high and a pre-engineered building could be built for less, it would be best to have a workshop and build consensus in the town, PVPC has been known to do things that didn't fit the town, if the PVPC/DLTA study produces a great report it could be enormously valuable to the town, the safety complex committee has been working a long time and may not want to wait for the report.

16. Warrant – Approved and signed the warrant.

17. Helen E. James Building, rent, continued – Charlene reported that the estimated annual cost of the James Building is \$36,000. The Board decided on rent of \$300 per month for the next three months and then revisit.

Documents used

Agenda

Pole hearing petitions

PVPC Facilities Master Planning Proposed Scope

Senior Center proposal for Helen E. James Building

Building Supervisor list of tasks

Community Choice Aggregation Program presentation

Licenses – One-Day Special All-Alcohol License for Legion Riders, Live Entertainment for Tom Adams at Angel Park

Resignation of Mary Dudek from Mill River Greenway

Warrant and expense report

Adjourned at 11:05 p.m.

Approved:

Clerk