

Minutes
Williamsburg Board of Selectmen
August 26, 2021

The members of the Board of Selectmen met in regular session on Thursday, August 26, 2021, at the town office. The chair called the meeting to order at 9:00 a.m.

Present: David Mathers, Denise Banister (to 10:13) and William Sayre

Also present: Nick Caccamo (Town Administrator), Dan Hathaway (Building Supervisor), Don Turner (Highway Foreman), Eleanor Warnock (Administrative Assistant), Melissa Wilson (Senior Center Director)

1. Building Supervisor – Building Supervisor Dan Hathaway has submitted his resignation, because the position doesn't fit with his own full-time ongoing business, though he would like to be able to stay and the town would like to keep him. The original intention had been that the building supervisor would evaluate a problem and find someone to fix it, but because of the skills and time available, the two previous building supervisors often just went ahead and repaired things themselves. Some possibilities were suggested: a one-day-a-month office person, a retired person with some skills who would know people to call, or a handyman. Dan suggested that he talk to a general contractor with two employees who has done work for the town in the past; he may be able to incorporate this position into his existing business. The Board agreed and Dan will talk with him to see if he is interested.

2. Highway – Highway Foreman Don Turner presented a written report from the Highway Superintendent and answered questions. Discussion included paving plans, possible closure of Depot Road, battery-operated chain saws, overhead garage doors in progress, mower in road without warning signs, delay getting new truck, sand and salt ordered in fall, and water diversion project around shed. Board members expressed appreciation for the work of the department, especially the effective way they work during storms.

3. Senior Center – Senior Center Director Melissa Wilson reported that things are going well. Various classes are meeting inside or outside. Congregate meals were going to start in September but people did not feel safe coming in. The transportation program has been especially active. They are planning a flu clinic in the fall. They are working with the Treasurer to set up a way to make donations online. Board members expressed great appreciation for their work.

4. Appointments – PVPC Alternate Commissioner – The town's representative to the PVPC, the full commissioner appointed by the Planning Board, has resigned and Chris Flory, who has been alternate, has moved into that position. **Motion** was made and seconded (DB/WS to accept Chris Flory's withdrawal as alternate commissioner and to appoint Holly Hendricks as alternate commissioner, term to expire June 30, 2022. **So voted** (3-0).

Technology Committee – **Motion** was made and seconded (DB/WS) to appoint Collin Black to the Technology Committee, term to expire June 30, 2022. **So voted** (3-0).

Regional School Committee – **Motion** was made and seconded (DB/WS) to accept the resignation of Sarah Christiansen from the Regional School Committee, with regret. **So voted** (3-0).

250th Anniversary Celebration Committee – **Motion** was made and seconded (DB/WS) to accept Brenda Lessard’s resignation from the 250th Anniversary Celebration Committee. **So voted** (3-0). The Board was sympathetic to her reasons to leave and thought about ways to advertise for volunteers. Dave Mathers will talk with committee member Dan Nye for advice.

5. State of Emergency – **Motion** was made and seconded (DB/WS) to end the State of Emergency which was declared on March 12, 2020. The state’s State of Emergency has been over for a little while. **So voted** (3-0).

6. PFAS litigation – It was explained that PFAS is a contaminant in the water supply. Town Counsel is coordinating litigation for the cost of remediation. There is no cost to the town to participate. **Motion** was made and seconded (DB/WS) to join the PFAS litigation. **So voted** (3-0).

7. Public Safety Complex Building Committee – committee charge – The Board approve the following charge to the committee:

The 11-member committee of residents is charged to work with the Owners’ Project Management firm and architect to develop plans for construction of a new Public Safety Complex on the site of the Helen E. James School building. The Committee will represent the citizens of Williamsburg in constructing an efficient and effective facility to serve the community for years to come.

Motion was made and seconded (DB/WS) to approve the charge. **So voted** (3-0).

8. Town Administrator’s report –

Depot Road culvert – Town Administrator Nick Caccamo reported that the culvert project is moving in a good direction. The original engineer, Dan Lovett, is no longer with Hill Engineers; Jim Hyslip is working closely with Hill Engineers. Maxymillian has signed the revised contract. A site visit is planned for this Monday. Finance Committee was favorable about moving forward but wanted to know about the difference between the original \$350,000 Massworks grant and the final cost of almost half a million dollars. Town residents are mixed about the possibility of the road closing – people on O’Neil and Adams are concerned that traffic may be diverted to their streets, and on the other hand, people on Depot Road have said they look forward to walking on their road.

MassTrails grant – The \$80,000 grant for the engineering design on South Main Street from Bridge Street to the bike path is in place, with a \$20,000 in-kind match. Gaby Immerman of Mill River Greenway is leading this.

Server replacement – The server will be out of warranty soon and money for replacing it was approved at this year’s Town Meeting. Technology consultant Paragus has provided two proposals, one for a traditional server, one for cloud-based. The Tech Committee will meet and make a recommendation. The Board approved going forward with whatever the Tech Committee recommends. Nick is also working with Paragus on multi-factor authentication.

Energy assessment – The Energy Committee had arranged for a free energy assessment of town buildings by Commonwealth Electrical Technologies. The site visit was yesterday and the firm will come back with recommendations. The people are knowledgeable about energy and also know about incentives and grant opportunities.

Community Compact – Nick reported that the town has participated in the Community Compact best practices grant program in the past and the new round of funding is opening up. He suggested two promising areas, increased energy efficiency, and an economic development self-assessment. Steve Smith of the Planning Board was suggested as a resource.

Anne T. Dunphy School HVAC system – School Principal Stacey Jenkins is waiting for a second quote. The school and town got the Division of Capital Asset Management and Maintenance approval of an emergency waiver. Jamrog, which knows the system and is not on the state vendor list, is working with Stacey and has been quite involved.

9. Minutes – **Motion** was made and seconded (WS/DM) to approve the minutes of August 12 as presented. **So voted** (2-0, DB absent).

10. Warrant – Approved and signed the warrants: payroll warrant WP22-05 for \$111,293.68 and expense warrant W22-05 for \$174,565.18, payable 9/1/21.

Documents used

Highway report

Senior Center report

Letters of interest and resignations

Public Safety Complex Building Committee draft charge

Minutes

Warrant

Adjourned at 10:52 p.m.

Approved:

Clerk