

Minutes
Williamsburg Board of Selectmen
October 26, 2017

The members of the Board of Selectmen met in regular session on Thursday, October 26, 2017, at the town office. The chair called the meeting to order at 6:00 p.m. and noted that the meeting was being recorded by the Country Journal reporter.

Present: William Sayre and David Mathers, and Denise Banister briefly

Also present: Tom Geryk (Veterans' Agent), Charlene Nardi (Town Administrator), Peter Spotts (reporter, Country Journal), Eleanor Warnock (Administrative Assistant)

1. Veterans' Agent –

Veterans' Day plans – Veterans' Agent Tom Geryk reported that Dan Nye, who just joined the Veterans' Memorial committee, will speak about the Williamsburg Veterans' History Project and invite people to drop off pictures and stories. Certificates of Appreciation for long-time Veterans' Memorial Committee members Jim LeBeau and Gordon Cranston will be sent to them by mail since neither one will be at the ceremony.

Veterans' Memorial Committee – There is a World War Two crash site on Briar Hill Road where a warplane went down and the committee is in the preliminary stages of talking about a memorial. The site is on private property and the thought is to add something to the town memorial or to put a plaque on the property. They are looking into grants. When he asked about an easement for the Veterans' Memorial since it is not on town property, Board members thought that the bank that controlled the deed had objected but that it might be worth pursuing again.

2. Licenses – Late Closing and Live Entertainment – **Motion** was made and seconded (DM/WS) to grant a permit for Late Closing and Live Entertainment to the American Legion for Saturday, November 4, D.J., 7 to 11 p.m., and Saturday, December 16, band 7 p.m. to 12 midnight. **So voted** (2-0). **Motion** was made and seconded (DM/WS) to grant a permit for Live Entertainment, a D.J., 8 p.m. to 12 midnight, to the Beaver Brook Lounge for Saturday October 28, Tuesday October 31, Thursday November 2, Friday November 3, Saturday November 4, Saturday November 25, Friday December 1, Saturday December 2, Friday December 8, and Saturday December 9. **So voted** (2-0).

3. Appointments – **Motion** was made and seconded (DM/WS) to appoint Wilbur Loomis to the Agricultural Commission as Alternate, for a term to expire June 30, 2018. **So voted** (2-0). **Motion** was made and seconded (DM/WS) to appoint Paul Kennedy to the Zoning Board of Appeals as Alternate, for a term to expire June 30, 2018. **So voted** (2-0).

4. Website – Town Administrator Charlene Nardi reported that the law now allows the town to use the town website as the main location for posting meeting notifications, and to fulfill the requirement for 24 hour availability. The Town Clerk still needs to be notified. **Motion** was made and seconded (DM/WS) to designate the town website as the official town location for posting meeting notifications. **So voted** (2-0).

5. Capital Plan tax calculation – Chair William Sayre presented three possible capital plans with varying costs for the Public Safety Complex, with spreadsheets showing the average family tax bill as well as total debt, reserves and recommended debt and reserves, as a tool for setting priorities and making decisions. The Board concluded that \$3.5 million for the Public Safety Complex was too much because the total debt exceeded the maximum debt target. It was noted that James Building issues like the elevator need to be considered but a complete redoing of the building does not need to be done at this time. It was also noted that there is not at this time a decision to keep the James or to have the Public Safety Complex at the James, although both were recommended by committees. The Board considered the \$2.5 million scenario and looked at ways to reduce expenses further, such as changing or postponing the vehicles for fire, highway, and police. It was suggested that the town offices could move to the James, so that the James does not sit vacant, and the current Town Office Building and the Haydenville Library could be released. It was suggested that the James Building be done first and the Public Safety Complex be postponed. The Board then considered the \$1.25 million scenario, which would involve no debt, the money basically coming from the Stabilization Fund. It was suggested that a Morton building be put next to the James Building for fire vehicles, with the police and fire offices in the James. The Capital Plan will be updated, so that the budget can be set, and the Board will plan to meet with Finance Committee.

6. OPM Steering Committee – The Board considered appointing a new committee, an Owner's Project Manager Steering Committee for the Public Safety Complex and James Building. Discussion included: having a committee for this phase and another committee for construction, rather than one committee from start to finish, concern about the timeframe, concern about continuity and not reinventing the wheel, concern about eventually getting a 2/3 vote at Town Meeting, concern that looking at other sites and options can't be done for \$30,000, possibility of doing things in stages and contracting for further work later, possibility of using draft RFP's from other communities and adapting to the town's needs, setting a budget of \$2.5 million for the Public Safety Complex plus another \$1 million for the James, the need for people on the committee who are trusted by groups in the town, the need for people who are open-minded and flexible, the need for people who understand finances and constraints, the need for diversity, some specific names, whether Charlene should be on the committee, committee size of 9, and starting with informal conversations with potential committee members. William Sayre and Charlene Nardi will work on the list of names and start approaching people.

7. Town Administrator's report –

Lights in auditorium – Town Administrator Charlene Nardi recommended the bright light bulb for the auditorium. Board members did not like it. She will ask for input from Energy chair Kim Boas.

Microphone and speaker for auditorium – People are having a hard time hearing in the auditorium and she has been pricing systems. Bob Stanek, whose equipment the town has used for Town Meeting, has a quote for \$1200 for a system similar to his, and another quote for \$1079.

Complete Streets – The town's policy passed. Thanks go to Bill Turner and the Planning Board. MassDOT is offering up to \$50,000 to each community for technical assistance for a Complete Streets Prioritization Plan.

Employee on leave – An employee is out on medical leave for a few weeks.

Valley View Road – Charlene will follow up with Mr. Mazzarino and Mr. Bosworth.

Westhampton fireworks notice – She put out a call to tell people that they may be able to hear the fireworks.

Shredding day – November 4.

Horse Mountain update – There is now a verbal agreement to release the town from the driveway agreement.

Jim Locke's memorial – Some people have been asked to speak, then it will be open to the public to speak. Charlene has been asked to speak and Dave Mathers will speak for the Select Board.

Pedestrian light – She reported that there was an incident in September when a car went right through the crosswalk without stopping for the crossing guard, and a parent would like to ask MassDOT for a light. Sen. Hinds is the new senator. It was felt that it wouldn't hurt to send a letter again. **Motion** was made and seconded (DM/WS) to write a letter to MassDOT for the chair to sign requesting a light in the center of Williamsburg. **So voted** (2-0).

8. Correspondence – Included Town Counsel's response to the Open Meeting Law complaint.

9. Warrant – **Motion** was made and seconded (DM/WS) to authorize Dave Mathers to sign the warrant. **So voted** (2-0).

Documents used

Agenda and notes

Late Closing and Live Entertainment permits

Letters of interest

Capital Plan/tax bill spreadsheets

OPM Steering Committee draft charge

Warrant and expense report

Adjourned at 8:30 p.m.

Approved:

Clerk