

*Minutes*  
*Williamsburg Board of Selectmen*  
*December 19, 2019*

The members of the Board of Selectmen met in regular session on Thursday, December 19, 2019, at the town office. The chair called the meeting to order at 6:05 p.m.

Present: Denise Banister, William Sayre and David Mathers

Also present: Peter D'Agostino, Sheila Dufresne, Braden Martin (Boy Scout), Charlene Nardi (Town Administrator), Eleanor Warnock (Administrative Assistant)

Brewmasters: Robert Cayo, Darin Sullivan

1. Appointments – Tree Warden – Town Administrator Charlene Nardi reported on her conversation with Thomas Por, who is interested in being Tree Warden. Board members felt he was well qualified and were pleased that he had stepped forward. He will be invited to come in at a later date to meet the Board. **Motion** was made and seconded (DM/WS) to appoint Thomas Por as Tree Warden, for a term to expire June 30, 2020. **So voted** (3-0).

2. Licenses –

Report – The Administrative Assistant reported that while some licensees have not passed inspection, the issues are minor and successful inspections are expected by the end of the year. Valley View Farm will move its Farmer-Winery pouring license to a different building and is not renewing the license at this time. The hours on the license for the Yellow Barn are to 1 a.m., but the Special Permit allows serving only to 11 p.m., and the earlier time governs. The Board discussed this when they originally granted the license with the 1 a.m. time.

Yellow Barn, Inc. liquor license – The Administrator Assistant reported that the paperwork was all in order. **Motion** was made and seconded (DM/WS) to approve the General on Premises All Alcoholic Beverages License for the Yellow Barn, Inc., Manager David Nehring. **So voted** (3-0).

Renewal Certification form – **Motion** was made and seconded (DM/WS) to sign the report to the ABCC of licensees who failed to renew for 2020, Brewmasters Tavern Ltd, Paul E. Bacon dba Bacon's Package Store, and Valley View Farm LLC. **So voted** (3-0).

Live entertainment – **Motion** was made and seconded (WS/DM) to approve a permit for the American Legion for live entertainment, a band, for Saturday, December 21, 8 p.m. to 12 midnight. **So voted** (2-0, DM abstaining). Dave Mathers disclosed he is an officer of the Legion.

Special one-day liquor license – The Administrative Assistant reported that the ABCC is treating Brewmasters LLC's license application as an application for a transfer but that Brewmasters is unable to obtain the necessary certifications from the previous owner and has decided to wait before reapplying for a new license. Meanwhile they request a Special One-Day License to tide them over. It is a Wine and Malt license rather than All-Alcohol because All-Alcohol licenses are available only to non-profit organizations. The Board can grant special licenses for up to 30 days for any single applicant. **Motion** was made and seconded (DM/WS) to approve a Special License for Brewmasters LLC for January 1-30, 2020, hours of serving 11 a.m. to 1 a.m. **So voted** (3-0).

3. Surplus Highway equipment – **Motion** was made and seconded (DM/WS) to surplus the Hytera mobile radio, model TM-628H. Town Administrator Charlene Nardi explained that the radio cannot be fixed. **So voted** (3-0).

4. FEMA Emergency Management Performance Grant (EMPG) – **Motion** was made and seconded (DM/WS) to authorize the chair to sign the standard contract form for the FEMA EMPG grant in the amount of \$2700. **So voted** (3-0). Emergency Manager Denise Banister said that this year the grant will be used for police cones and reflective vests, and shelter supplies such as blankets, whistles and flashlights.

5. Marijuana Host Community Agreement process – Town Administrator Charlene Nardi presented background information for deciding on the Host Community Agreement process. Town Counsel recommends a Request for Information (RFI) and making the application process simple; another possibility is a Request for Proposals (RFQ). The attorney is also happy to meet with the Board and participate in the negotiations. Charlene noted that KP Law has experience with the agreements and the process. Charlene has examples of agreements from other nearby communities and she will look at the Cannabis Control Commission (CCC) website for documents with guidance for municipalities. Steps for the applicant include negotiating the Host Community Agreement with the town, applying to the state, hosting a community outreach forum, and applying to the Zoning Board of Appeals for a Special Permit. Charlene pointed out that a host community agreement may be negotiated and then the applicant may decide not to move forward.

6. Town Administrator's report –

Tax rate – Town Administrator Charlene Nardi reported that the FY20 tax rate has been set at \$20.62 per \$1000 of assessed value. This is an 82 cent increase, or 4%.

Municipal Vulnerability Preparedness (MVP) draft report – Charlene reported that the 30 page report is very well done. The first priority is dealing with Route 9 to make it resilient to flood; a second priority is public safety complex. The report is focused more broadly than on just the Mill River Greenway. Next meeting will be discussion of possible changes and any things missing. A public listening session is scheduled for January 23.

Court decision, 74 Village Hill Road shooting range – The judge said that the first seven items were unenforceable because they were about noise; the remaining seven items were sent back to the ZBA to justify on the basis of safety concerns. The ZBA plans to hire an expert and hold a hearing.

Building Supervisor – She reported that Building Supervisor John Hoogstraten has been keeping an eye on the Helen E. James building, especially clearing the drains on the roof. He recommends monitoring the roof and patching any cracks that are found. He has written notes of things to watch. The transition to new Building Supervisor Dan Hathaway is planned for January 1.

One-way loop around bank – Charlene reported that she spoke with the manager of the Williamsburg Florence Savings Bank branch, who agrees that the area should be one-way and will speak to her facilities department and see about signs.

Road inventory and Chapter 90 – The five roads – Deer Haven, Lawton Hill Road, Judd Lane, Petticoat Lane, Round Hill Drive – have been submitted to MassDOT and apparently accepted and should be included in the next Chapter 90 allotment. On a related matter, a letter was received today increasing the Chapter 90 amount by \$18,000 because of extra money in the state budget. In addition, at the recent meeting with the governor's Western Mass. District Director, he indicated that more money has been voted for transportation and that many communities would see large increases in Chapter 90 money for FY21.

South Street sidewalk – Meeting has been postponed due to weather.

Vacation and holiday time – Charlene plans to take Tuesday and Wednesday (holidays) and Thursday (vacation day) next week.

MassWorks grant announcement event – The event has been moved to Williamsburg on January 23.

Special Town Meeting articles – Charlene discussed possible articles for Special Town Meeting. The library insulation project has \$11,000 left over, that might be repurposed for other library infrastructure projects. (When the insulation was done, the dome work was not done, as it was thought to be too expensive and not worth it, and ventilation was thought not to be needed. Charlene will check with the Building Supervisor.) It was recommended that future work be done with a separate article rather than redirecting the leftover funds. The Board felt that this should be done at an annual Town Meeting and go through the normal process rather than through a Special Town Meeting. Highway is interested in replacing doors. It was decided that this is not an item for Special Town Meeting but rather a regular budget item or an article at annual Town Meeting. An article is needed for paying old Pharmacy bills. The town would like to clear this up and will verify the amount actually owed.

Meeting with Governor's Western Mass. District Office Director – Charlene and William Sayre met with Patrick Carnevale and had a fruitful conversation. **Motion** was made and seconded (DM/WS) to sign a letter to Governor Baker thanking him for setting up this communication system, with appreciation for Pat Carnevale's time.

Letter to Sen. Hinds and Rep. Blais – Draft letter about the public safety complex as a priority project is being reviewed by Jim Ayres of the OPM Steering Committee.

Highway holiday party – The party will honor Bill Turner. Denise Banister will plan to speak.

MAPHCO – They will have a tabletop exercise based on a major public health incident on March 9 in Greenfield, to plan how a town could deal with the emergency.

Highland Ambulance meeting – Denise Banister reported that the towns' meeting with them will be February 5 at 6 p.m. They are doing fine and have money for a new ambulance.

Recent storm – Board members were pleased with the plowing for the recent storm.

7. Minutes – After a small correction, **motion** was made and seconded (WS/DM) to approve the minutes of December 5 as amended. **So voted** (3-0).

8. Warrant – Approved and signed the warrants: payroll warrant WP20-14 for \$114,715.25, and expense warrant W20-14 for \$149,943.67, dated 12/19/19, payable 12/26/19.

9. Miscellaneous –

Painting – Board members admired the donated painting of Haydenville village by Eric Cerreta.

Highway – It was noted that Acting Highway Superintendent Dan Banister is out checking things every weekend.

Helen E. James Building – Building Supervisor John Hoogstraten thinks the roof can last another year with regular checks. The elevator inspector asks every year what the plans are for the building.

Public Safety Complex – The OPM Steering Committee would like to reduce the amount requested from Special Town Meeting to \$385,000. Public forum is Saturday morning, February 8.

Transfer Station – the Transfer Station will be open the day after Christmas and the day after New Year's Day.

Documents used

- Letter of interest
- Licenses
- EMPG grant contract
- Letter to Gov. Baker
- Letters to Sen. Hinds and Rep. Blais
- Minutes
- Warrant and expense report

Adjourned 8:16 p.m.

Approved:

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Clerk