

Minutes
Williamsburg Board of Selectmen
December 5, 2019

The members of the Board of Selectmen met in regular session on Thursday, December 5, 2019, at the town office. The chair called the meeting to order at 6:03 p.m.

Present: Denise Banister, William Sayre and David Mathers

Also present: Paul Fenn, Shelby Maeri (reporter, Country Journal), Charlene Nardi (Town Administrator), Nate Rosewarne (Treasurer), Eleanor Warnock (Administrative Assistant)

1. Appointments – Energy Committee – The chair read a letter from Paul Fenn describing his background and expressing interest in being appointed to the Energy Committee. **Motion** was made and seconded (DM/WS) to appoint Paul Fenn to the Energy Committee, for a term to expire June 30, 2020. **So voted** (3-0).

2. Treasurer – Treasurer Nate Rosewarne made his first regular report to the Board. Things are quiet and going smoothly. He and the Town Accountant are cross-checking their numbers. He is currently doing end-of-year tasks. He has spent some time on 125 Goshen Road, the property the town took in lieu of taxes. He explained that normally a lien is put on a property for the amount of the tax; here the town forgave all back taxes in exchange for ownership, taking the value of the property instead of the full amount of taxes owed, in order to get the property back on the tax rolls. Following procurement law, they will put out a Request for Proposals; the town is not allowed to list the property with a real estate agent. On a related matter, Town Administrator Charlene Nardi presented a list from the Town Collector of properties with unpaid taxes. The list will be published in the newspaper as prescribed by law. She noted that before publication, multiple letters are sent to the delinquent taxpayer including a notice that the name will be published. A Board member asked for information on the policies for dealing with the properties. Charlene added that Nate has been very helpful and took steps when he noticed recently that some payrolls had not been submitted.

3. Appointments, continued – COA Advisory Board – Jim Cahillane, a member of the COA Advisory Board, asked to step down to Associate Member, and Maureen O'Brien would like to step up to full member to take his place. **Motion** was made and seconded (DM/WS) to appoint Member Jim Cahillane as Associate Member, term to expire June 30, 2020, and to appoint Maureen O'Brien, Associate Member, as Member, term to expire June 30, 2021. **So voted** (3-0).

4. Licenses –

Annual renewal – The Administrative Assistant presented licenses for renewal. Two licenses are not renewing, Brewmasters Tavern and Bacon's Package Store. This leaves the town with two package stores, and the town's quota is two (it was over-quota before, for reasons that have been lost). Two other licenses have not yet submitted the requirement documentation and are not ready for approval. Inspections are planned for next week and all approval will be contingent on favorable inspection.

American Legion and Burgy Bullets – **Motion** was made and seconded (DM/WS) to approve the following licenses:

Liquor Licenses – Clubs

American Legion Post 236, Inc.

Burgy Bullets Snowmobile Club, Inc.

Juke Box and Automatic Amusement Device licenses

American Legion

So voted (2-0, DM abstaining). Dave Mathers disclosed that he is an officer of the American Legion and a member of Burgy Bullets.

Motions were made and seconded (DM/WS) to approve the following licenses:

Liquor licenses

Restaurants – All Alcohol

Bread Euphoria, Inc.

Dot's Golf LLC

Restaurants – Wine and Malt

Nikolaos Sierros, dba A-1 Hilltown Pizza

LLL Restaurant, LLC, dba Panda Garden

Williamsburg Snack Bar, Inc.

Retail Package Stores

Daru Enterprises, Inc., dba Main Street Package Store

Caroline Smith and Micheline Champagne, dba Pat's

Common Victuallers

Nikolaos Sierros, dba A-1 Hilltown Pizza

Bread Euphoria, Inc.

Brewmasters, LLC

Dot's Golf, LLC

Pleasant St. Donuts LLC, dba Dunkin Donuts

Local Burger, Inc., dba Local Burgy

LLL Restaurant, LLC, dba Panda Garden

Williamsburg Snack Bar, Inc.

Class II Used Car Dealers

Paul E. Bacon, dba Bacon's Equipment

Keith Moquin, dba Burgy Buggy's Auto Sales

Cichy's Garage, Inc.

Lorin DeLisle, dba DeLisle's Auto Body

Depot Motor Sales, LLC

Worthington Air Automotive, Inc.

Juke Box

Brewmasters, LLC

Dot's Golf, LLC

So voted (3-0).

The chair thanked the Administrative Assistant for the great job once again in putting all this together.

Live entertainment – **Motion** was made and seconded (DM/WS) to approve live entertainment for Brewmasters, music 7 to 10 p.m. for Wednesday December 18, Fridays December 6, 13, 20, and 27, and Saturdays December 7, 14, 21 and 28. **So voted** (3-0).

5. Tax Classification – On December 2 the Board held a hearing and voted to keep a single tax rate for all property in the town. **Motion** was made and seconded (DM/WS) to sign the Classification Tax Allocation Form LA5. **So voted** (3-0). The tax rate has been submitted to the state for approval.

6. Police Chief contract – Town Administrator Charlene Nardi presented an updated version of the last contract. Discussion included professional development, police policies and procedures manual, and the status of comp time and sick time accumulations. Charlene will update the draft and she and the Police Department liaison, Denise Banister, will meet with Chief Wickland.

7. Highway – Board members mentioned the excellent job the Highway Department did in the recent snowstorm.

8. South Street sidewalk – Board members discussed issues with putting in a 5 foot sidewalk on South Street, including taking private property, taking down a wall and removing trees, grading the land, needing residents' permission to work on their land, moving fire hydrants and paying a prohibitive cost. Some thought that very few residents actually walk there; Town Administrator Charlene Nardi will check with School Principal Stacey Jenkins about how many children walk there. One possibility might be to change the scope of the grant, and to do most of the sidewalk with the grant money, which requires the 5 foot width, and the last section with town money, which could be narrower. Board members considered having a planning meeting with Dick Kisloski and Dan Banister, then going around and talking to neighbors one-to-one, having a public forum, and having a conversation with MassDOT.

9. Williamsburg Market and bank – Concern was raised about traffic in the area between the bank and the Williamsburg Market and the potential for accidents. A one-way loop around the bank was suggested. There are already arrows painted there; most obey, some don't. Town Administrator Charlene Nardi will talk with the bank.

10. Town Administrator's report –

FEMA Disaster Recovery training – Town Administrator Charlene Nardi reported that the training is this Saturday in Chesterfield. Charlene, Denise Banister and William Sayre plan to go.

Issues for Governor – Charlene reported that the Governor's Western Mass. Director has reached out to communities to hear issues and concerns that they would like voiced to the Governor. She presented a list of issues that she has heard from town departments and committees. Board members added suggestions. She and Selectman William Sayre will plan to meet with the Western Mass. Director the week of December 16.

Senator Hinds – She has also spoken with Sen. Hinds' office and she proposed that the Board send him a letter saying that the town needs financial help with facilities. **Motion** was made and seconded (DM/WS) to authorize the chair to sign a letter to Sen. Hinds and Rep. Blais outlining

the measures that the town has taken in support of a Public Safety Complex and asking for their help. **So voted** (3-0).

Highland Ambulance bylaws – Copies of the current 2016 bylaws were distributed. Highland Ambulance has proposed some changes.

Senior Center Director – Charlene shared some feedback from a staff member about qualities to look for in a Senior Center Director. She reported that there have not been many responses to the ad for a director. She proposed waiting until January and then talking about other options if there is not a good pool of applicants. Things are going fine at the Senior Center but they all miss the vibrancy of the previous director.

Sand for seniors – Sand has been delivered to 33 houses of seniors who requested it.

Ice and Snow Conference – Charlene and Dave Mathers went to the all-day Ice and Snow Conference on November 26 and she sent her notes to the Board. Concerning the use of salt versus sand, they recommend using salt, treating roads ahead so that the ice and snow don't bond to the road, continuing to salt while plowing, and using sand only for dirt roads. Charlene reported that she found the class interesting and valuable.

MassWorks STRAP grant – The town will be receiving \$350,000 from the Small Town Road Assistance Program for the Depot Road culvert and the Governor's office would like to do an announcement on January 24 in New Marlborough. Charlene and a Board member will try to attend.

Marijuana Host Community Agreement – Charlene reported that someone is interested in a retail marijuana business in town. The procedure is for the business to hold a community forum, negotiate a Host Community Agreement with the town, and apply and register with the state. She will get drafts of Host Community Agreements from other communities. The fee to the town can be up to 3% but is supposed to be attached to the community's costs.

11. Correspondence – Correspondence included the PVPC Regional Roundtable Luncheon on December 10 about regional accounting services.

12. Minutes – **Motion** was made and seconded (DM/WS) to approve the minutes of November 21. **So voted** (3-0). **Motion** was made and seconded (DM/WS) to approve the minutes of December 2. **So voted** (3-0).

13. Warrant – Approved and signed the warrants: payroll warrant WP20-13 for \$119,808.29, and expense warrant W20-13 for \$359,392.28, payable 12/11/19.

14. Miscellaneous –

Chapter 61 procedure – Charlene has sent the proposed changes in the procedure to the Open Space Committee for comment.

Special Town Meeting – She has a list of articles for the Special Town Meeting warrant. After a discussion with the auditor, the grant that was overspent will be handled with a Reserve Fund Transfer rather than a Special Town Meeting vote.

Highway – She will draft the Request for Proposals for the culvert. She will request Reserve Fund Transfers to clear up Chapter 90 negative balances. The Town Clerk has found the Town Meeting votes on the roads not listed with the state – acceptance of the roads or name changes – and Charlene has requested access to go online to add the roads to the state's list.

Hodgkins shooting range case – The court has ruled, reversing in part and remanding to the ZBA. It held that the conditions concerning noise reduction are not lawful but that the town could enforce conditions related to safety.

Energy supplier – She reported that several buildings have run out of oil, she has called Dave Mathers and Jamrog for service, and the supplier has promised that it won't happen again.

Documents used

List of properties in tax arrears

Letters of interest

License renewal list

Tax Classification Form LA5

Police Chief contract

List of issues for Governor

Minutes

Warrant and expense report

Adjourned at 9:02 p.m.

Approved:

Clerk