

*Minutes*  
*Williamsburg Board of Selectmen*  
*January 5, 2016*

The members of the Board of Selectmen met in regular session on Thursday, January 5, 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: Denise Banister, William Sayre and David Mathers

Also present: Louis Hasbrouck (Building Inspector), Jim Locke (Building Supervisor), Charlene Nardi (Town Administrator), Peter Spotts (reporter, Country Journal), Bill Turner (Highway Superintendent), Eleanor Warnock (Administrative Assistant)

1. Building Inspector – regular report – Building Inspector Louis Hasbrouck handed out the permit listing for calendar year 2016. He noted that there has been only one single family house but there has been a lot of discussion about other projects. Taking out the solar projects, activity is a little above average. Board discussed solar projects. Further discussion about solar included that the political climate has changed so no one knows what will happen, that heat pumps have become very efficient and the combination of solar panels and a heat pump can result in zero energy usage, that the big solar projects in town are on what was formerly chapter land and are taxed at a higher rate than under chapter and the Payment in Lieu of Taxes is more than the taxes would be on a house, that there is discussion about putting solar arrays high enough so that there can be agricultural activity underneath, and that a proposed solar project is 35 acres, more than the 20 acres anticipated by the town bylaw, and the bylaw might have to be revisited.

2. Highway –

Bridge Street sidewalk – Bill Turner discussed MassDOT’s plans for replacing the Bridge Street bridge in 2021. If there is an existing sidewalk on both sides then MassDOT will have to replace both of them. In that case, the current space is too narrow; one idea is to pivot the bridge. They need to do a survey first to see who owns what. If the town puts in a sidewalk before MassDOT starts construction, then they will need to include both sidewalks. With sidewalk on one side, people could walk down and cross over. Some feel that parking space is more important than a sidewalk. The Dunkin Donuts owner had asked for a sidewalk on his side and offered to pay for it, but it didn’t happen; he may be happy as long as the area looks finished. MassDOT initially thought they would close the bridge to work on it but Bill told them that access to the American Legion would need to remain open.

Party – The Board thanked Bill and the Highway crew for a great holiday party.

Skinnerville Bridge – Drainage issues with Skinnerville Bridge were discussed.

No-parking signs, High Street – No-parking on High Street will apply on the sidewalk side (church side) starting up at the cemetery, and on the other side just near the intersection of Main Street.

Snow plowing – Overtime costs will be high, because of a lot of double time for holidays. Salt and sand are fine. The Board asked him to thank the crew.

### 3. Building Supervisor -

Dunphy School gym floor – Building Supervisor Jim Locke raised the question about protection for the gym floor when there is a town meeting and it's raining and people track in sand. He has been trying to reach the floor contractor. A maintenance contract might cost \$4-8,000 every three years; floor mats covering the whole floor would be \$10-20,000 plus the need to store them somewhere. Suggestions included covering just the walking areas and having a service provide temporary mats. Jim will follow up.

School heat – The heating people have spent a lot of time tweaking the system; the latest report is that it's better. Suggestions included tracking the temperatures.

School roof leak – The roofer had not clipped the corners of the shingles as required. Leak has been addressed.

School attic insulation – Snow is melting from the roof because heat is escaping. The insulation is of varying thickness; there are few markers to show thickness. He pointed out that contractors can skimp and know no one will check. One possibility would be for someone small to crawl around and measure and take pictures. It's no longer a breach of warranty claim, and breach of contract would be too expensive to pursue. The Owner's Project Manager and the Building Inspector didn't push the issue. Town Meeting could be asked for the money. Charlene will ask the Town Accountant whether funds from the school building project could be used. Jim recommended getting the contractor for the Meekins Library insulation to fix it.

### 4. Planning Board –

DLTA – technical assistance – As Planning Board Chair, Jim Locke said that the Planning Board would like to use technical assistance from PVPC for looking at zoning issues especially village density. The town will need affordable housing and jobs in town. PVPC's approach is to have more people live in the villages. He acknowledged that the town has a history of being resistant to adopting zoning changes. He hopes that PVPC will come up with something to help the town. In response to a concern that any study be tailored to Williamsburg and not be one-size-fits-all, he said that the Planning Board is a pretty strong board and would also not do anything without talking to the Select Board.

Sign violation enforcement – He said he thought there were too many businesses with signs that have been grandfathered in and that it isn't fair to new businesses. He agrees with Zoning Enforcement Officer Louis Hasbrouck that strong enforcement of the sign bylaw is not a good idea but he does not think it should just be let go. He recommends a brochure saying here is what you can and can't do; he also suggests making the sign bylaw more lenient. A Select Board member commented that the question is whether to ask businesses to tear down signs and replace them at their own expense, and that every Select Board in the past decided not to give a hard time to people who have had signs for a long time.

Town event sign – He has taken down the two-by-four tacked onto the town sign.

5. Septic letter – According to the Town Accountant, the Town has \$15,934 available for low-interest loans in the Town's Septic System Repair Program. **Motion** was made and seconded (DM/WS) to authorize the chair to sign the letter to Hilltown Community Development Corporation regarding funds for repair of septic systems. **So voted** (3-0).

6. Late closing and live entertainment – **Motion** was made and seconded (WS/DM) to grant a permit to the American Legion for late closing, 1:00 a.m., and live entertainment for Saturdays January 28 and February 4, 7 pm to midnight. **So voted** (3-0). **Motion** was made and seconded (DM/WS) to grant a live entertainment permit to Bread Euphoria for Saturdays January 7 and 14, Sunday January 15, and Saturday January 28. **So voted** (3-0).

7. Appointments – Pioneer Valley Planning Commission Alternate Commissioner – On the recommendation of the Planning Board, **motion** was made and seconded (WS/DM) to appoint Chris Flory as Alternate Commissioner to the PVPC, appointment to expire June 30, 2017. **So voted** (3-0).

8. Town Administrator's contract – The contract expires in June and if it is to be renegotiated, that must start 120 days in advance. Dave Mathers will talk with Town Administrator Charlene Nardi.

9. Town Administrator's report -

Code Red – Town Administrator Charlene Nardi reported that the first call on the new system went out.

Surplus 2007 Cruiser – Was sold for \$1450 through Municibid and was picked up.

Surplus policy – Policy will be amended for the next meeting to say that the Board of Library Trustees has authority to declare weeded library materials as surplus.

USDA loan – A recent article about Whately Town Offices indicated that USDA loans prohibit renting to private entities.

Budget request forms – Have gone out from Finance Committee.

Capital Planning – Forms have gone out to departments. Meeting is scheduled for January 17.

10. Annual report dedication – It was recommended that the Board solicit suggestions every year. Charlene will send out an email.

11. Correspondence – Included an invitation from the Mass. Municipal Association to their annual meeting on January 21, with a form to designate a person to vote; notice of ZBA hearing for a special permit for signs; and a request from Smith Charities for a donation.

12. Warrant – Approved and signed the warrant.

13. Miscellaneous -

Picnic – A summer town-wide picnic should be planned starting in winter or spring. Discussion included several possibilities for sites, suggestions for a planning committee, and suggestions for funding.

Chapter 61 right of first refusal – A procedure had been proposed several years ago by the Open Space Committee but was never adopted. It was felt that the process would delay sales, that the town does not have money for purchase, and that Mass. General Laws prescribes a policy.

Department head vehicle policy – The board felt there was no need for a policy.

Field driver – There is no need for fee restructuring; the town has a good field driver team.

Records Access Officer – Charlene modeled the draft policy after Hadley’s; will be discussed next meeting.

Sculpture – It was reported that a temporary sculpture by James Kitchen at the library has fallen down. The library director has asked Mr. Kitchen to remove it.

Documents used

- Agenda and notes
- Building inspector permit listing
- Septic letter
- Late closing and live entertainment permits
- Warrant and expense report

Adjourned at 9:40 p.m.

Approved:

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Clerk