

Minutes
Williamsburg Board of Selectmen
February 13, 2020

The members of the Board of Selectmen met in regular session on Thursday, February 13, 2020, at the town office. The chair called the meeting to order at 6:03 p.m.

Present: Denise Banister and William Sayre

Absent: David Mathers

Also present: Dan Banister (Highway), Peter D'Agostino, Jacqueline Dufresne (COA Advisory Board), Charlene Nardi (Town Administrator), Eleanor Warnock (Administrative Assistant)

Board of Health: Donna Gibson, Rusty Luce

1. Board of Health – Recycling contract – Donna Gibson, chair, and Rusty Luce, of the Board of Health, presented the proposed contract for recycling. The company will now charge for taking the recyclables, \$93 a ton for the first year, or an estimated \$19,000 extra. The only other option is to market the recyclables ourselves, a major undertaking, or to sign with a smaller company that may be overwhelmed and not be able to handle the volume. This contract appears to be the best deal and is recommended by the Board of Health and by Kathleen Casey, the Hilltown Resource Management Cooperative administrator. The contract takes effect July 1 and can be renewed for five years. It is hoped that the problem of dealing with recyclables will last only a year or two. If the market for recyclables goes up, the contract provides for the town to get some money back. **Motion** was made and seconded (WS/DB) to have the board sign the contract between the Mass. Dept. of Environmental Protection, the Town of Williamsburg, and WM Recycle America, LLC, for accepting the town's recyclables for a period of five years. **So voted** (2-0).

2. Senior Center Director – Jacqueline Dufresne, chair of the COA Advisory Board and member of the interviewing committee, reported that after interviews with two strong candidates, the recommendation of the committee is to offer the job to Melissa Wilson. **Motion** was made and seconded (WS/DB) to offer the position of Senior Center Director to Melissa Wilson, starting as soon as she is able, term to expire June 30, 2020, and noting that there is a six-month probationary period, at the FY20 rate of \$29,705 for 28 hours a week. **So voted** (2-0).

3. Highway Department – Acting Highway Superintendent Dan Banister made the department's regular report. He shared a list of everything that had been done this year, presented a level-funded budget, and included a wish list for future expenditures. He said he recently drove around with the asphalt representative and measured what would be needed for the roads. He is working off the prior five-year Highway road plan. Wish list: He would like to replace Truck 3, the F-350, which is at the end of its life and is used every day. He does not want a surplus fire truck because the one in question is standard shift and older than the truck being replaced. A backhoe is on the capital plan but with the excavator the backhoe is not needed as much; he would like to replace it with a loader. The big pickup F550 is acting up and will be costly to repair and should be replaced at some point with an equivalent gas motor truck. The garage doors facing Route 9 need replacing because salt has rotted the bottom panels; the bottom panels would cost \$10,000,

replacing the doors and doing it right would cost \$20,000. They need a new generator; the current one does not cover the fuel pumps, welders, and other things that would be needed in an emergency; Highway did not get a standby generator when other town buildings did. Winter report: He said the budget is doing well, except for Winter Salary and Wages. They have bought 400 tons of salt and need to order more. There have been problems with various trucks, which have been addressed. It has been a difficult winter with the ice storms; crew members have been working long hours. Truck 1, the F-150, was damaged in an accident and will be repaired with an aluminum flatbed to make it more versatile. The crew has been mowing and cutting brush along Route 143 and doing vehicle maintenance. Board members thanked him and said he was doing a terrific job.

TIP meeting on Mountain Street – Town Administrator Charlene Nardi reported that the project at MassDOT is at the 25% design level, with designs to be presented in the spring and a hearing on the 25% design in the fall. The town needs to be more involved so MassDOT knows that the town cares about the project.

Culvert – She said that the Depot Road culvert will be done with a MassWorks grant. The town will oversee it with Jim Hyslip and Dan Banister. They are looking to do the work in the late summer when the stream is low.

4. Appointments –

250th Anniversary Celebration Committee – **Motion** was made and seconded (WS/DB) to appoint Martha Baker to the 250th Anniversary Celebration Committee, for the duration of their work. **So voted** (2-0). The Board was impressed by the planned schedule of events.

Open Space Committee – **Motion** was made and seconded to appoint Melinda McCall to the Open Space Committee for a term to expire June 30, 2020. **So voted** (2-0).

5. Marijuana Request for Information (RFI) – Town Administrator Charlene Nardi presented a proposed RFI, based on one from Natick. She recommended a 60-day deadline for responses. The Board would review the responses, and she recommended that that be in a separate meeting. A visitor representing a potential applicant had a number of comments and suggestions. Charlene will follow up with Town Counsel and the Board will revisit the RFI.

6. Letter to Rep. Neal about Public Safety Complex – **Motion** was made and seconded (WS/DB) to sign the letter to Rep. Neal's office regarding funding for the Public Safety Complex. **So voted** (2-0).

7. Census boundary validation – Town Administrator Charlene Nardi had checked with the Highway Department and Assessors and recommended that the Board sign the validation form. **Motion** was made and seconded (WS/DB) to authorize the chair to sign the 2020 Initial Boundary Validation for the U.S. Census. **So voted** (2-0)

8. Municipal Vulnerability Preparedness plan – The final plan will be reviewed at the next regular meeting.

9. Licenses –

Live entertainment – The Administrative Assistant reported on a suggestion that live entertainment permits be issued yearly rather for a few months, for all licensees except for relatively new businesses. One advantage would be to allow a licensee to get a cost break on a yearly Sunday license from the state. Any concerns could still be addressed immediately and the license revoked if necessary. The suggestion will be revisited at a future meeting.

New license – The Administrative Assistant reported that Brewmasters Brewing Services, the owner of the brewery, plans to open a restaurant in the former Brewmasters restaurant space, under the name of Burgy Brews, and has applied for a Farm Brewery Pouring Permit. The public hearing is scheduled for the February 27 meeting.

10. Dog signs – Town Administrator Charlene Nardi reported that she would like to buy signs for the school, library, and recreation area to remind people to pick up after their dogs. The Board agreed and asked her to look into it.

11. Budgets –

Highway winter budget line – **Motion** was made and seconded (WS/DB) to authorize the winter highway budget lines (snow and ice removal), for salary and wages and general expenses, to be overspent if needed. **So voted** (2-0). Town Administrator Charlene Nardi noted that this is just a precaution in case they go over, and is done every year.

Highland Ambulance – Charlene reported that the Highland Ambulance operating budget is going up 23%. She said that cost has been a subject of Board discussion over the years, and that she has done a lot of research and there is no better option. Highland Ambulance has tried to hold expenses down, and they are trying to work with the town. She pointed out that if you want qualified people, you have to pay. Board members agreed that Highland Ambulance is doing a good job and the town would continue with them. Charlene was asked to look into some details so that Board members would have facts for Town Meeting and when people talk with them about the expense of the service.

Department budgets – Town Administrator Charlene Nardi reviewed some budgets. Website, which has been the same for years, has been bought out by a different company and is going up 5%, and the contract provides for a 5% increase every year; telephones include some alarm phones that needed to be brought back when the town switched over to VOIP; FRCOG will have a large increase, tentatively proposed as \$6,485 for labor and \$500 for audit services; she has not yet talked with the Building Inspector about the charge for inspection services; the Trust Fund no longer has enough money to pay for the maintenance and care of the town clock, including weekly winding.

12. Town Administrator's contract – Town Administrator Charlene Nardi reported that if the town does not wish to renegotiate a new contract with her, it needs to notify her 120 days in advance, according to the contract. Board members confirmed that they wished to move forward with renewing the contract and the question arose of increasing her compensation to be commensurate with her outstanding performance, and not to lag behind other contract employees. Wage studies of other towns may give useful data. Board members will look at the contract at a future meeting.

13. Town Administrator's report –

Upcoming meetings – Town Administrator Charlene Nardi mentioned upcoming meetings.

Five Town meeting – There will be a meeting of the Select Boards of the five towns of the Hampshire Regional School District. Williamsburg will volunteer to host.

Sewer Intermunicipal Agreement – The Water/Sewer Commission is working with the City of Northampton on the document.

Highway Superintendent position – Charlene has met with Highway Department members and asked them to tell her if they are interested in the Superintendent position. She received just one response, from Dan Banister. William Sayre and Dave Mathers from the Select Board will meet on February 19 to discuss the position.

Sale of 1987 International Fire Truck – The truck sold for \$6900.

Heat at Town Offices – On Tuesday there was no heat in the Town Offices. Jamrog said that the cost to replace Pump 1 will be \$3500. She will proceed with this unanticipated expense.

TIP update – She and Dan Banister went to the TIP meeting Wednesday about Mountain Street.

Building Supervisor – She reported that Building Supervisor Dan Hathaway has been keeping an eye on the James and on the school building fascia board and is thinking about scraping and painting the sashes on Old Town Hall. He will brainstorm how he would like to use the remaining money in the Building Repair line item, for the town's many needs.

Free Cash – She reported that Free Cash has not yet been certified and needs to be before the Special Town Meeting. The Stabilization Fund will be used if Free Cash is not available.

14. Correspondence – Correspondence included Massachusetts Municipal Association Legislative Breakfast Meetings, an invitation to Hatfield's 350th anniversary celebration on May 31, and tax-title correspondence from KP Law.

15. Minutes – **Motion** was made and seconded (WS/DB) to approve the minutes of January 30 as written. **So voted** (2-0).

16. Warrant – Approved and signed the warrants: payroll warrant WP20-18 for \$109,005.00, and expense warrant W20-18 for \$157,117.40, payable 2/19/20.

Adjourned at 9:05 p.m.

Approved:

Clerk