

Minutes
Williamsburg Board of Selectmen
March 29, 2018

The members of the Board of Selectmen met in regular session on Thursday, March 29, 2018, 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, David Mathers and Denise Banister

Also present: Pete Banister (250th Anniversary), Pat Billingsley (Library), John Hoogstraten (Building Supervisor), Charlene Nardi (Town Administrator), Peter Spotts (reporter, Country Journal), Eleanor Warnock (Administrative Assistant)

1. Library – Greta Carey project – Pat Billingsley of the Board of Library Trustees updated the Board on the plans for the Greta Carey celebration, inviting them to the events and mentioning in particular the opening reception on Tuesday, April 3, and the closing reception and auction on April 27.

2. Building Supervisor – Building Supervisor John Hoogstraten gave his regular report, including: Anne T. Dunphy School roof valley, which has had issues ever since it was first done; James Building, where he had spent a lot of time until the cold weather passed; Old Town Hall, whose repairs and painting will be on the Town Meeting warrant, he had thoughts about reducing cost; Fire Station protective cover over the HVAC and generator; and the Meekins Library attic, which is in good shape with new insulation – it had been thought that ventilation would be needed first but it was decided to put in a temperature and humidity monitor. The Board thanked him for the great job he is doing.

3. Town's 250th Anniversary Celebration –

Appointments – **Motion** was made and seconded (DM/DB) to appoint the following people to the 250th Anniversary Celebration Committee: Peter Banister, Chair; Brenda Lessard, Secretary; Dan Nye, Vice Chair, Displays and Advertising; Tracy Magdalene, Vice Chair, Fundraising; Eric Weber, Historian; Delia Crocker, Vice Chair, Programs and Events; Marilyn Fifield, Vice Chair, Parade.

Plans – The proposed dates are July 3, 2021, in Haydenville, and July 16-18 in the center of Williamsburg. Proposed activities include a block dance and barbecue (closing Bridge Street), a road race, fireworks and parade. Consultation will be needed with Police Chief, Fire Chief, school, and American Legion Commander. The town's insurance covers events on town property. The Firefighters Association has contributed \$5000. If the town is asked for \$10,000, it was suggested that it be done in pieces, such as \$3,000, \$3,000 and \$4,000 at Town Meetings in 2018, 2019 and 2020. The Board expressed great gratitude.

4. Complete Streets – **Motion** was made and seconded (DM/DB) to authorize the chair to sign the Complete Streets Technical Assistance grant. This is to hire TEC to help with the prioritization plan, before asking for funding from the state for projects. **So voted** (3-0).

5. Appointments –

Town Picnic – Some names were suggested.

Resignation – COA Nutritional Program Coordinator – **Motion** was made and seconded (DB/DM) to accept the resignation of Emily Wadham from the position of COA Nutritional Program Coordinator, with thanks. **So voted** (3-0).

6. Licenses – One-Day Special Liquor Licenses and Live Entertainment Permits – **Motion** was made and seconded (DB/WS) to grant a Special License for All Kinds of Alcoholic Beverages to John Svoboda and American Legion Post 236 at 5 Bridge Street parking lot, on Saturday, June 2, 2018, 1:00-9:00 p.m., with hours of serving Saturday, June 2, 1:00-9:00. It was confirmed that the Legion was permitted to have a one-day special license since the premises are separate from the premises of its annual liquor license. **So voted** (2-0, DM abstaining). **Motion** was made and seconded (DB/WS) for a Live Entertainment Permit, for a live band for a BBQ benefit ride, on Saturday, June 2, 1:00-9:00 p.m. **So voted** (2-0, DM abstaining). **Motion** was made and seconded (DB/DM) to grant a Special License for Wine and Malt Beverages to Mary Jo Murphy and Snow Farm: The New England Craft Program, 5 Clary Road, Williamsburg, on Saturday, April 28, 2018, 3:00 – 11:00 p.m., hours of serving Saturday, April 28, 5:30 – 9:00 p.m. **So voted** (3-0). **Motion** was made and seconded (DB/DM) to grant a Live Entertainment Permit, for a guitar player for a BBQ following the Asparagus Valley Pottery Trail, on Saturday, April 28, 5:30 – 9:00. **So voted** (3-0).

7. Low temperature sensor and boiler fire sensor – **Motion** was made and seconded (DM/DB) to authorize the chair to sign the purchase agreement with Citizens Security Services for a low temperature sensor and boiler fire sensor in the amount of \$563.71. After discussion of the fee for monitoring and suggestions of other companies, the motion and second were **withdrawn**. The Town Administrator will get other quotes.

8. PILOT agreement negotiation – The Board had received emails between the Assessors and a company interested in a Payment In Lieu Of Taxes agreement for a solar installation. The Assessors rely on consultant Roy Bishop to negotiate PILOT agreements because he is knowledgeable and experienced. The applicant is asking for a lower rate. The Board will leave this to the Assessors.

9. Opioid litigation – Town Counsel, which is part of opioid litigation on behalf of Massachusetts municipalities, has asked if the town is interested in joining the litigation and has offered to meet with the Board free of charge. Board members agreed to invite the attorney to the April 12 meeting.

10. Town Administrator's report –

Helen E. James hot water heater – oil line pinhole leak – Town Administrator Charlene Nardi reported that Jamrog has fixed the leak, run a shorter line and put in a shutoff at the boiler.

Cash Management System grant – FRCOG had extra funds from its state grant and has given the town \$7600, the entire purchase cost.

Pedestrian crosswalk signs – Flashing signs are available again (patent issue was resolved). She is waiting for another quote.

Marijuana bylaw – Town Counsel is reviewing the proposed marijuana bylaw. The attorney also recommends sales tax of 3%, the highest amount, and will send proposed language for the article.
Town Meeting petition article – There may be a petition to ask the town to consider funding a handheld vote tabulation system, to allow for secret ballots. Estimated cost is \$20,000 plus yearly maintenance.

MIIA building inspections – The insurance company looked at Old Town Hall and the Haydenville Library and found issues they want resolved. Old Town Hall repairs will be on the Town Meeting Warrant. Haydenville Library window issues are minor.

Police Department floor – Building Inspector John Hoogstraten has installed support columns, which he will raise a little at a time.

Eversource land – Mill River Greenway is moving forward. There has been a glitch, which they are working to resolve.

Meals tax – Letters were sent to businesses in town asking for feedback.

125 Goshen Road – The town now has the property. It needs to be boarded up.

FY17 audit – Departments will be invited to the next meeting to discuss issues.

Document management – The thought is to use the \$15,000 to hire someone (\$20 per hour, 250 hours for each community) to scan old documents.

Solar – Request for Proposals is going out for the two town-owned sites.

Town Office rugs – Someone tripped on the first floor rug. The current thinking is remove rugs where feasible and to tape down the one at the back door when needed to protect the carpet in the worst weather.

Town Office use of space – She reported that the building isn't big enough and there is sometimes conflict about the use of space (e.g., recently the podiatrist was late and there were a lot of people waiting for him in the upstairs hall, an exercise class was scheduled for the auditorium and the Health Agent needed to meet with people). A suggestion was to take over the Water/Sewer room downstairs for podiatry and counseling, and to brainstorm other solutions. Water/Sewer room is not used except for files, which might be able to move into the Planning Board Room. Board members thought this was a good idea. Water/Sewer meets in Town Clerk's office.

Department head safety meetings – Meetings twice a year with our MIIA Loss Control Representative and an opportunity for department heads to talk together.

Vacation and out of office – Times out were reviewed.

11. Correspondence – Included ZBA Special Permits.

12. Minutes – **Motion** was made and seconded (DB/WS) to accept the minutes of March 15 as presented. **So voted** (3-0). **Motion** was made and seconded (DB/WS) to approve the minutes of the Executive Session of March 15 as written. **So voted** (3-0).

13. Miscellaneous – Memorial Day – The town and the American Legion want an observance in town, not just in Florence. Suggestion was 11 a.m. memorial service, cemeteries earlier, and no parade. Charlene will call the Veterans' Agent.

Firearms – Board members were extremely impressed with Sgt. Jason Soukup during the police simulator training.

14. Warrant – Approved and signed the warrant.

Documents used

- Agenda and notes
- Building Supervisor report
- Complete Streets Technical Assistance grant
- Resignation of Emily Wadham
- Licenses
- Low temperature sensor and boiler fire sensor quote
- Minutes
- Warrant and expense report

Adjourned at 8:15 p.m.

Approved:

Clerk