

*Minutes*  
*Williamsburg Board of Selectmen*  
*June 1, 2023*

The members of the Board of Selectmen met in regular session on Thursday, June 1, 2023, at the town office. The chair called the meeting to order at 1:03 p.m.

Present: Denise Banister and William Sayre

Absent: David Mathers

Also present: Nick Caccamo (Town Administrator), Ken Creigle (National Grid), George Fenn, Ivan Fenn, Glen Goebel, Julia Peters, Penny Robbins, Sharon Strzegowski (Collector), Eleanor Warnock (Administrative Assistant)

1. Members of the public – MassDOT FoRRRwD program signage – Residents were present to ask about the intrusive new signage and markings on Mountain Street, Goshen Road, and other town roads. Town Administrator Nick Caccamo explained that they were pursuant to a Memorandum of Understanding with MassDOT in its FoRRRwD program for rural roads at particular risk for road departures. As part of the program, civil engineer Fuss & O'Neill had done a study and made recommendations, which MassDOT adopted, and MassDOT supplied the signage. He noted that the town had expected more traditional style signage. He will send copies of the MOU and the Fuss & O'Neill study to the resident requesting them. Another resident commented that MassDOT doesn't always get its facts right (e.g., accidents at the corner of High Street and Route 9 were attributed to Mountain Street). Nick cautioned patience to see how things played out.

2. Pole hearing – The chair opened the public hearing at 1:20 p.m. and read the request from National Grid to allow them to install two poles and relocate one pole on Chesterfield Road due to long spans. Ken Creigle of National Grid explained that the jointly owned poles with Verizon were too far apart, so they want to install new poles and relocate one pole. A resident asked questions about traffic and disruption of service during the change. The hearing closed at 1:23 p.m. **Motion** was made and seconded (WS/DB) to approve the petition of National Grid as presented. **So voted** (2-0). In answer to a question about removal of double poles, Ken Creigle said that Verizon does the removal but that he will check on the progress.

3. Collector – Town Collector Sharon Strzegowski gave her regular report. For real estate taxes, she has billed \$6.9 million, \$240,000 has not been collected, so 96% has been collected. She has sent demand letters, and she described the next steps. For personal property, of which there isn't a lot, 99% has been collected. Water/sewer were due recently and 80% hasn't been paid; demand letters will be sent soon. Motor vehicle excise tax has been 87% collected. She feels the town is doing well. The new software is working well, with just a few hiccups. She is working with the Assessors office to get the preliminary bills out at the end of June. The lease for the new postage meter is ready and will come to the next meeting. It requires a key to use.

4. MVP grant – Town Administrator Nick Caccamo reminded the Board that the town has a two-year Municipal Vulnerability Preparedness grant for ongoing work at the Public Safety Complex. The Executive Office of Energy and Environmental Affairs has offered upfront

funding of \$668,000 for FY24. This is a little unusual, as grants usually operate on a reimbursement basis. The Town Administrator and the town's MVP grant administrator keep track of expenses and reimbursements. There was some discussion of the FY23 portion of the grant and the contingency funds. The town can request that funds be moved into FY24 if work is not completed in FY23. **Motion** was made and seconded (WS/DB) to authorize the chair to sign Attachment C from the Executive Office of Energy and Environmental Affairs for the MVP grant for the Public Safety Complex as upfront payment in the amount of \$668,000 for tasks to be completed in FY24. **So voted** (2-0).

5. Annual Town Meeting – Board members decided who would move each article. The proposal for a full-time Fire Chief was discussed, including the lack of agreement between the Select Board and the Finance Committee, a contract for the Chief, and how to handle inspections and trainings. The letter from the Finance Committee about the budget will be distributed.

6. Planning Board –

PVPC contract for Visioning Project for Comprehensive Plan – The contract was presented. Funds will include \$15,000 in ARPA funds in addition to costs covered by DLTA. **Motion** was made and seconded (WS/DB) to authorize the chair to sign the agreement with PVPC for Comprehensive Planning Visioning Services. **So voted** (2-0).

Letter – **Motion** was made and seconded (WS/DB) for Select Board members to sign the letter to department heads and committee chairs regarding the comprehensive plan visioning being conducted by PVPC and the Planning Board. **So voted** (2-0).

7. Select Energy and Power Options –

Letter of intent – Town Administrator Nick Caccamo presented a letter of intent, provided by Select Energy, a contractor with Power Options and the town's principal in solar design at the Safety Complex, to allow Select Energy to engage in some application work with the Department of Environmental Resources solar programs and National Grid. Town Counsel has reviewed the letter and is in the process of reviewing further changes. Issues include indemnification and CORI checks. There is some urgency to get it signed. The design and installation agreement is continuing to move forward. There will be a meeting with Select Energy on Tuesday. **Motion** was made and seconded (WS/DB) to authorize the chair to sign the letter of intent for the solar project between the Town of Williamsburg and Select Energy, pending resolution of differences by legal counsel. **So voted** (2-0).

Power and service agreement – Nick Caccamo explained that with a typical power purchase agreement (PPA), a town leases space to a company, which fronts the cost for design, purchase and installation of the solar field and gets tax credits from the state, and the town gets a discounted rate. Williamsburg is not interested in a PPA. According to Williamsburg's grant, the town constructs and owns the solar array. A Selectman pointed out that with a power purchase agreement, the town loses, but that Town Counsel favors a power purchase agreement because of procurement law. This should be clarified at the meeting on Tuesday.

8. Town Common Committee – The possibility of a Town Common had been raised in December and a draft committee charge had been created. The high school alumni association will be meeting soon and will be interested in anything affecting the Helen E. James School area. Discussion of the draft charge included a question about assessing economic development

potential for town businesses, the role of the Mill River Greenway, the continued use of the basketball court, the possibility of a skating rink, the fire department's request for a pavilion, and getting input from townspeople. Further discussion of the committee's charge will be considered at the next regular meeting.

9. Town Administrator's report –

Public Safety Complex and MVP report – The project is going well, problems are being worked out. The latest requisition from Forish was received and should provide the clearest accounting to date.

MCPPO training – Nick Caccamo reported that he has almost finished the MCPPO (procurement) training. The information has been very helpful.

IT service agreement – Town Counsel and Paragus have provided draft service agreements, and there will be some melding of the two documents, to be signed at the June 15 meeting.

Financial team – Collector Sharon Strzegowski and Treasurer Nate Rosewarne are interested in restructuring the financial team, and there will be a meeting with them on June 8. Other options include a new accountant from FRCOG.

Server – The new server makes a lot of noise and Nick Caccamo recommended relocating it. Criteria include a secure room with temperature control and location away from offices. Options include the custodian closet on the first floor, the closet in the Planning Board Room, or the closet in the Select Board room.

10. Correspondence – Bridge inspection report was received.

11. Minutes – **Motion** was made and seconded (WS/DB) to approve the minutes of May 4 and May 18 as presented. **So voted** (2-0).

12. Warrant – Chair Denise Banister will review and sign the warrant. Payroll warrant WP23-25 for \$119,971.69 and expense warrant W23-25 for \$501,338.48, effective 6/7/23.

Documents used

Agenda and notes

Pole petition

Collector's report

EEA/MVP grant

Town meeting warrant

Planning Board PVPC contract and letter

Solect Energy letter of intent

Town Common Committee draft charge

Bridge inspection report

Minutes

Adjourned at 3:44 p.m.

Approved:

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Clerk