

*Minutes*  
*Williamsburg Board of Selectmen*  
*June 7, 2018*

The members of the Board of Selectmen met in regular session on Thursday, June 7, 2018, at the town office. The chair called the meeting to order at 6:00 p.m.

Present: William Sayre, David Mathers and Denise Banister

Also present: Kim Boas (Energy), Diane Karowski, Rich Karowski, Charlene Nardi (Town Administrator), Eleanor Warnock (Administrative Assistant)

1. Liquor License – Williamsburg Snack Bar, Inc. – public hearing – The public hearing opened at 6:00 p.m. Richard Karowski of the Williamsburg Snack Bar said that they want to offer beer and wine, keeping the same hours and not having live entertainment. Although they didn't think they would go later than 10 p.m., they decided to request a closing time of 11 p.m. Concern was expressed that the state would probably not allow an outdoor area that was not enclosed. The hearing closed at 6:10 p.m. **Motion** was made and seconded (DM/DB) to approve the Wines and Malt Beverages Liquor License for the Williamsburg Snack Bar, Inc. **So voted** (3-0).

2. Town office heating – Jamrog proposal – Town Administrator Charlene Nardi presented a proposal from Jamrog to replace the valves in the heating system so that the boiler would not go into lockout. The cost would be \$3390 and there is money in the Buildings & Grounds budget line. She reported that Jamrog said that this would fix the problem in the least expensive way, adding that they have had a lot of problems with Guardian's contracted work and that they themselves would have done it differently. **Motion** was made and seconded (DM/DB) to approve the bid for Jamrog HVAC to repair the heating system with Belimo three-way zone valves. **So voted** (3-0).

3. Ethics –

Disclosure of Conflict of Interest – Town Administrator Charlene Nardi presented her disclosure form under M.G.L. c. 268A, sec. 23(b) that stated that Selectman David Mathers is her second cousin. **Motion** was made and seconded (DM/DB) to accept Charlene Nardi's Disclosure of Conflict of Interest form. **So voted** (3-0).

Rule of Necessity – She described what she had learned about the proper use of the Rule of Necessity, namely, that if the three Selectmen are present and two need to recuse themselves, then one of those two can go ahead and vote using the Rule of Necessity. It is not applicable when there are just two present and one needs to recuse him or herself; in that case the person should file a chapter 268A section 23(b) disclosure, or postpone the vote until the third Selectman could be present.

4. Licenses – Live Entertainment – **Motion** was made and seconded (DB/DM) to grant a Live Entertainment Permit, for a D.J., 6 to 11:30 p.m. for Saturday June 16, Sunday June 17, Saturday June 23 and Saturday July 14. **So voted** (3-0).

5. Appointments –

New appointments – **Motion** was made and seconded (DB/DM) to appoint the following:  
Animal Control Officer, Assistant – Cara Pease, one year, 2019

Cultural Council – Zevey Steinitz, three years, 2021

Energy Committee – Mark Corner, one year, 2019

Field Driver Coordinators – Robin Merritt and Diane Merritt, one year, 2019

Council on Aging Advisory Board – James Cahillane, three years 2021, Nancy Winninger, three years, 2021. **So voted (3-0).**

**Annual reappointments** – **Motion** was made and seconded (DB/DM) to reappoint the following:

Administrative Assistant – Eleanor Warnock, one year, 2019

Agricultural Commission – Amanda Emerson, three years, 2021; Wilbur Loomis, David Nehring, Alternates, one year, 2019

ADA Coordinator – Charlene Nardi, one year, 2019

Animal Control Officer – Shayla Howe, one year, 2019

Building Inspector – Louis Hasbrouck, one year, 2019

Building Supervisor – John Hoogstraten, one year, 2019

Capital Planning – Mitch Cichy, three years, 2021

Conservation Commission – Mary Dudek, C. Todd Lynch, three years, 2021

Constable – Paul Sanderson, three years, 2021

Council on Aging Advisory Board – Margaret Ricci, three years, 2021; Lawrence West, Associate Member, one year, 2019

Council on Aging/Senior Center staff – Sharon Loomis, Administrative Assistant, one year, 2019

Cultural Council – Henrietta Wallace, three years, 2021

Energy Committee – Kim Boas, Charles Dudek, Mary Dudek, Gerry Mann, one year, 2019

Field Driver Team – Jacqueline Dufresne, Kathy Emerson, Alan Everett, Sue Fortgang, Sue Froehlich, Mike Hebert, David Nehring, Carl Schlerman, one year, 2019

Fire Chief and Forest Fire Warden – Jason Connell, one year, 2019

Flag Committee – Jim Cahillane, Jeff Ciuffreda, Jen Reagan, Lisa Tucker, one year, 2019

Gas Inspector – Don Lawton, one year, 2019

Highway Superintendent – Bill Turner, one year, 2019

Hilltown Resource Management Cooperative – Gordon Rusty Luce, Paul Wetzel, one year, 2019

Historical Commission – Eric Weber, three years, 2021

Measurer of Gravel, Soil and Manure – Wilbur Loomis, one year 2019

Mill River Greenway Committee – Eric Bloomquist, Francie Borden, Nick Dines, John Hoogstraten, Jim Hyslip, Gaby Immerman, Mimi Kaplan, Jody Nishman, Joseph Rogers, Brett Towler, one year, 2019; Emmet Anderson, Ad Hoc Associate Member, one year, 2019

Open Space and Recreation Committee – Melissa Adams, Eric Bloomquist, Kenley Clark, Roz Driscoll, Sally Loomis, Paul Kennedy, Markelle Smith, one year, 2019

Owner's Project Manager Steering Committee – James Ayres, Kim Boas, Daniel Bonham, Mitch Cichy, Jason Connell, Brenda Lessard, Jean O'Neil, Paul Wetzel, Denise Wickland, one year, 2019

Parking Clerk – Charlene Nardi, one year, 2019

Pioneer Valley Planning Commission (PVPC) Alternate Commissioner – Christopher Flory, one year, 2019

Pioneer Valley Region Joint Transportation Commission – William Turner, one year, 2019; Nick Dines, Alternate, one year, 2019

Plumbing Inspector – Don Lawton, one year, 2019

Police and Fire Chaplain – Worth Noyes, one year, 2019

Police Officers – Jason Soukup, Sergeant, Michael Wayne, Corporal, Jason Graham, Bryan Luszczyki, Aubrey Malo, Shane Pinkham, Robert Reinke, Charles Valencik, one year, 2019

Procurement Officer – Charlene Nardi, one year, 2019

Registrar of Voters – Diane O’Sullivan, three years, 2021

Surveyor of Wood and Lumber – Alden Bacon, one year, 2019

Technology Committee – Tom Adams, David Chase, David Martin, David Nardi, one year, 2019

Tree Warden and Gypsy Moth Superintendent – William Turner, one year, 2019

Trench Permit Granting Authority – William Turner, one year, 2019

Veterans’ Memorial Committee – Dan Nye, Larry West, one year, 2019

Wiring Inspector/Electrical Inspector – Roger Malo, one year, 2019

Woodland Trails Committee – Dwight Baghdoyan, Gwen Blodgett, John Hoogstraten, Paul Jahnige, Eileen Keegan, Sarah LaPointe, Karin McGowan, Diane Merritt, David Weber, one year, 2019

Zoning Board of Appeals – Charles Dudek, Paul Kennedy, three years, 2021

**So voted** (3-0).

Emergency Management Director and Assistant – **Motion** was made and seconded (DM/WS) to reappoint Emergency Management Director Denise Banister and Assistant Jason Connell, one year, 2019. **So voted** (2-0, DB abstaining).

Pioneer Valley Transit Authority Representative – The chair appointed J.M. Sorrell, one year, 2019.

Assistant Town Treasurer – **Motion** was made and seconded (DM/DB) to concur with Treasurer’s appointment of Karen Karowski as Assistant Treasurer, one year, 2019. **So voted** (3-0).

**Vacancies** – The Board would like someone to invite people to fill the vacant positions and suggested Jeff Ciuffreda.

6. Town Administrator’s report – Town building roof repairs – Contract with Peak Performance Roofing, to repair roofs of the Town Office Building Helen E. James, Anne T. Dunphy School, and Haydenville Library, has been signed.

Highway Department blower noise, Petticoat Hill – A resident had complained about the noise of the blower and approached the Highway employee working the blower. A letter has been sent explaining that the work needs to be done and that the resident should not park in the road to prevent it.

Fencing at Anne T. Dunphy School for noise – A resident had complained about the noise of the generator at the school and Town Administrator Charlene Nardi proposed installing an eight-foot high fence, for \$1809, if the Building Inspector approves. Safety concerns and design suggestions were discussed. It was noted that the generator is on only one hour a week. Board members approved the proposal.

Franklin County Select Board Association meeting – Board members have been invited to the June 28 meeting.

74 Village Hill Road, shooting range – She reported that there continue to be complaints. Town Counsel has said that the Zoning Enforcement Officer can act if there are affidavits. The property owners claim that the noise is not them. Board members noted that the issue is in the Zoning Enforcement Officer’s hands.

Helen E. James playground equipment – Highway Superintendent Bill Turner and Building Supervisor John Hoogstraten went with Charlene to look at the wooden structures. The equipment is all old and needs to be removed for safety and insurance reasons. Bill Turner will take appropriate things to the Transfer Station.

Meeting with Finance Committee – Planning for a joint meeting with Finance Committee for year-end review before the books are closed, she proposed July 12 at 5 pm.

7. Correspondence – Correspondence included a letter from Baystate Roads saying that Highway Superintendent recently completed the Baystate Roads Scholar Program. The Board will send congratulations to Bill Turner.

8. Minutes – After a minor change, **motion** was made and seconded (DM/DB) to approve the minutes of May 10 as corrected. **So voted** (3-0). **Motion** was made and seconded (DB/DM) to accept the minutes of June 4 as presented. **So voted** (3-0).

9. Energy Committee – Electricity for town buildings – Kim Boas, chair of the Energy Committee, reported that he is still in the process of collecting and evaluating price information. While in the past his philosophy has always been to contract for only one year at a time, his inclination this year is to lock in the price for three years. He will bring three quotes and his recommendation to the next meeting.

10. Warrant – Approved and signed the warrant.

11. Miscellaneous –

Senior Center – Charlene reported that things are going well. Only four applications were received for the Director position so the search has been extended.

Town Meeting – Discussion about the voting tabulator article included that the people who signed the petition were not at the meeting to support the article, that other local communities were not interested in sharing a system, that it slows the meeting down, that one community said it increased attendance and there was more consistency in the votes, and that the town will use voting machines for the vote on the Public Safety Complex. A low-tech suggestion was to use numbered pads and have tellers count them while the meeting discusses the next article.

#### Documents used

- Agenda and notes
- Liquor license application
- Jamrog heating system proposal
- Ethics disclosure
- Live entertainment permit
- List of appointments
- Baystate Roads letter
- Minutes
- Warrant and expense report

Adjourned at 7:45 p.m.

Approved:

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Clerk