

Minutes
Williamsburg Board of Selectmen
September 21, 2023

The members of the Board of Selectmen met in regular session on Thursday, September 21, 2023, by video conference call. The chair called the meeting to order at 9:01 a.m.

Present: William Sayre and Denise Banister

Also present: Nick Caccamo (Town Administrator), Eleanor Warnock (Administrative Assistant)

1. Election warrant – **Motion** was made and seconded (DB/WS) to sign the warrant for the special election to be held November 4. **So voted** (DB aye, WS aye).

2. Appointments –

Energy Committee – **Motion** was made and seconded (DB/WS) to appoint Jonathan Gregory to full member of the Energy Committee and to transition Mimi Kaplan to Alternate on the Energy Committee, terms to expire June 30, 2024. **So voted** (DB aye, WS aye).

Town Common Committee – **Motion** was made and seconded (DB/WS) to appoint Jim Moran to the Town Common Committee. **So voted** (DB aye, WS aye).

3. Liquor license – **Motion** was made and seconded to grant a Special Liquor License for Wine and Malt Beverages to be drunk on the premises, at 5 Bridge Street Haydenville parking lot, for September 26 to October 1, hours of serving Sept. 30, 1 – 5 p.m., to John Chandler, Haydenville Legion Riders Post 236. **So voted** (DB aye, WS aye).

4. Fire Equipment Inc. fire monitoring service agreement – public safety complex – Town Administrator Nick Caccamo presented a fire monitoring service agreement with Fire Equipment Inc. of Agawam. He reported that the company does fire monitoring for the Anne T. Dunphy School, as well as servicing fire extinguishers. For fire monitoring a small device needs to be installed on the control panel. The cost is \$1180 for the first year for the new equipment and a year of monitoring. He noted that they have been great to work with. **Motion** was made and seconded (DB/WS) to authorize Town Administrator Nick Caccamo to sign the service agreement contract number 00087626 with FEI Connect for fire monitoring services for the public safety complex, first year \$1180. **So voted** (DB aye, WS aye).

5. National Grid impact study – As part of the town’s continuing efforts to contract with Solect Energy for a solar array at the public safety complex site, National Grid needs an impact study and will then notify the town what upgrading needs to be done to accommodate the system. The \$20,800 cost of the study and the cost of the upgrades are eligible for reimbursement through the FY24 solar PV funds from MVP (Municipal Vulnerability Preparedness). **Motion** was made and seconded (DB/WS) to authorize the chair to sign the National Grid impact study with the understanding that the MVP grant will cover the cost of \$20,800. **So voted** (DB aye, WS aye).

6. MassDOT Chapter 90 project request – Town Administrator Nick Caccamo presented the standard project request form, for paving work on Adams Road, 5500 feet of 2½” binder course,

as a follow-up to last fall's putting down the substrate. **Motion** was made and seconded to authorize public officials to sign the Chapter 90 project request for the paving work on Adams Road and Old Goshen Road, in the amount of \$216,019.89. **So voted** (DB aye, WS aye).

7. Public Safety Complex change order #7 – The change order reflects a \$1500 credit for landscaping. Selectman William Sayre noted that this was in response to a request for an additional credit beyond to what Forish had offered before. The town will be responsible for the planting and putting it out to bid. **Motion** was made and seconded (DB/WS) to authorize the chair to sign Change Order #7, which is a credit of \$1500 for landscaping for the public safety complex. **So voted** (DB aye, WS aye).

8. Rural Schools memo – A letter was written thanking Senate President Karen Spilka, House Speaker Ron Mariano, and Michael Rodriguez and Aaron Michlewicz, chairs of the Senate and House Committees on Ways and Means, for their support for the funding that has come through for rural schools. **Motion** was made and seconded (DB/WS) to sign the thank-you letter for the support for rural schools, to be sent to Senate President Karen Spilka, House Speaker Ron Mariano, and Michael Rodriguez and Aaron Michlewicz, chairs of the Senate and House Committees on Ways and Means. **So voted** (DB aye, WS aye).

9. Municipal aggregation – Town Administrator Nick Caccamo reported that Colonial Power, which manages the town municipal aggregation program and is a good friend to the town, recommends support of House Bill 3852 to upgrade and expand the municipal aggregation program. **Motion** was made and seconded (DB/WS) to sign on to the letter in support of municipal aggregation, House Bill 3852. **So voted** (DB aye, WS aye).

10. FY24 grant opportunities –

MassDOT Complete Streets – Town Administrator Nick Caccamo reported that the Mill River Greenway Committee has been working with VHB engineers and would like to submit an application for \$500,000 to help rebuild the switchback from Leeds to Williamsburg. They had hoped to fund it through MassWorks. Total estimated cost is \$650,000. The plan is to ask for the \$500,000 from Complete Streets and make up the rest next year with a Mass Trails grant. The project is fully designed and shovel ready. A MassTrails grant two years ago funded the design. **Motion** was made and seconded (DB/WS) to authorize the chair or the Town Administrator to sign and submit the Complete Streets Program application as presented, in the amount of \$500,000, with the understanding that the rest of the \$655,095.50 will be applied for through a MassTrails grant. **So voted** (DB aye, WS aye).

MassDOT Shared Streets and Spaces – The town has the opportunity to apply for money through the MassDOT Shared Streets and Space program. Nick had reached out to the Mill River Greenway Committee and the Highway Superintendent but they didn't have any suggestions. Nick suggested replacing the bus shelters in the village centers. Grant deadline is mid-October. Replacement bus shelters from PVRTA would be attractive Victorian-style units with solar lighting. The town would be responsible for installation and any upkeep, and the town already does snow removal. The question will be revisited next meeting. Other discussion included that the Mill River Greenway Committee had applied for snow removal equipment for the Greenway.

Community Compact – The town can submit up to two requests. Nick had reached out to department heads but did not get responses. There is no deadline; the program is ongoing until

the funds are expended. One possibility would be to apply for funding for writing the RFP for the comprehensive master plan, for \$15,000. The Planning Board is eager to have something tailored to Williamsburg, not a cookie-cutter approach. The Board would like to pursue the Planning Board RFP and might decide on another application later.

MVP Action grant – The Energy Committee suggested applying for a grant for solar panels at the Dunphy School, and Jim Piermarini has volunteered to spearhead a committee to put the application together. It was noted that the MVP grant is the best funding source for the \$80,000-\$120,000 needed for a town comprehensive master plan. Other possibilities were mentioned, including radio/cell capabilities on Ashfield Road and resilience of the Route 9 corridor. A factor in favor of the solar plan is that it would free up the \$40,000 currently needed for the Dunphy School electric bills to be available for other uses. The Board leaned toward empowering the Energy Committee to work on a solar application for the Dunphy School, and being in touch with the group that did the original MVP report in 2020, either for them to convene to think about what another application would look like, or to notify them about the rationale for doing solar on the Dunphy School.

Meekins Green Communities update – In light of the failure of two of the three mini-splits at the library, B2Q is lined up to do an energy audit report and make recommendations. Meanwhile Nick is pulling together data for a Green Communities grant application to cover the work.

11. Town Administrator's report –

Public Safety Complex – Town Administrator Nick Caccamo reported that the generator has been installed, hydroseeding of the green space has taken place, and furniture has been ordered. Comcast will install the internet in early October. A larger question is the transition to using the building. The construction company is expected to turn the building over at the end of October. The building committee was not satisfied with the signage proposed by the construction company and will do the procurement themselves.

MVP public safety complex scope of work – The town has been approved to change the scope of work, and the revised scope of work will include the results of the National Grid impact study.

Building Inspector/ Zoning Enforcement response to issues raised – Jonathan Flagg looked at the things mentioned at the last meeting. He said the structure at Ashfield Road could use some shoring up but is not a hazard. Removal of the swimming pool on Village Hill Ave. left a hole in the ground and he is going to write the owners a letter. The lighting at the public safety complex is OK and he will look at the sprinklers.

Special town meeting – There is a possible Special Town Meeting in November, before setting the tax rate. Items include changes to the energy budget accounts, because the town purchased less heating oil than before, thinking that the police and fire departments would be out of their buildings and into the new all-electric public safety complex but now the thought is to heat those buildings to just above pipe freezing. Also the Mill River Greenway South Main Street connector project needs authorization from Town Meeting to acquire the three easements needed, at a projected cost of zero to very little. Nick will be reaching out to department heads for other possible items.

South Main Street – The recent email from South Main Street residents raising concerns about the bridge replacement and Greenway bike path projects has provided new input and may require some ongoing discussion. It was suggested that the Mill River Greenway meet with the neighbors to work things out.

12. Correspondence – Correspondence included an invitation to meet with the Lt. Governor on Oct 25 in Hadley for a listening session (William Sayre and Denise Banister are interested in going); a concern from a resident about water running from the road onto their property (Highway Superintendent took a look); and Rep. Lindsay Sabadosa writing about a proposed bill to protect non-public ambulance services (Highland Ambulance has written a letter about this).

13. Warrant – Selectman Denise Banister will review and sign the warrant.

Documents used:

Election warrant

Letters of interest

One-day special license

FEI Connect service agreement

National Grid impact study agreement

MassDOT Chapter 90 project request

Public Safety Complex change order #7

Rural Schools letter of thanks

Municipal aggregation letter in support of H.B. 3852

MassDOT Complete Streets program application for rail trail switchback

MassDOT Shared Streets and Spaces grant program overview

Community Compact Best Practice program description

MVP action grant application from Energy Committee for solar on Dunphy School roof

B2Q electricity audit proposal for Meekins

Email from South Main Street residents

Correspondence

Adjourned 11:10 a.m.

Approved:

Clerk