



Meeting Minutes Town of Adams Board of Selectmen

RECEIVED-POSTED
14 DEC 18 AM 9:12

Board of Selectmen Meeting

April 2, 2014
ADAMS MASS.

On the Above date the Board of Selectmen held a meeting at Town Hall at 7:00 p.m. **Chairman John Duval** presided. Present were **Members Michael Ouellette, Arthur Harrington, Joseph Nowak and Richard Blanchard**. Also in attendance was **Town Administrator Jonathan Butler**. Town Counsel Edmund St. John III was absent.

Meeting called to order at 7:00 p.m. by Chairman Duval.

The Pledge of Allegiance was recited.

READING OF THE MINUTES

No minutes presented

CITIZEN'S CONFERENCE

Building Inspector

Don Fitzgerald, the new Building Inspector came to introduce himself to the Select Board. He explained his approach is customer service, being friendly, as easy as possible, and productive for everyone.

Maple Grove Civic Club

Jeff Lefebvre of Precinct 2 in Adams advised the *Maple Grove Civic Club* is meeting the second Sunday of the month, at the Polish National Alliance at 3:00 p.m., rather than the third Sunday because of Easter.

Traffic Light at Post Office Square

Jeff Lefebvre reported the traffic light at Post Office Square intermittently working improperly.

Town Administrator Butler has already sent Sommer Electric to assess and fix the problem. It was previously fixed, but has reverted back to the same issue, which has to do with the mechanics of the walk buttons. New parts are on order and should be in within a week.

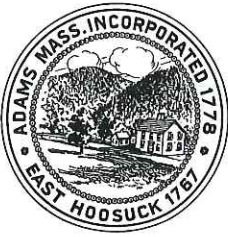
Town Budget

Jeff Lefebvre advised that though stressful, the Town Budget process went well this year.

Communication with Selectmen

Jeff Lefebvre inquired if a Town Employee has the right to speak with a Selectman. He said he had spoken to several employees who felt they had been "bullied".

This is a Town Administrator form of government, and the Town Administrator runs the day-to-day operations of this community, including the employees except for Police Chief and DPW Director must go through that process and report the Town Administrator. The employees must



Meeting Minutes

Town of Adams Board of Selectmen

go through their supervisor, union, and the Town Administrator in the chain of command. It is illegal for the Selectmen to discuss an employee's job status without the employee having a bargaining official with them, or going through legitimate channels. It is called "Direct Dealing", and is reviewed by the Ethics Committee. The Selectmen can talk to employees, but if it pertains to their job they have to go through channels. The Town Administrator is the Town's Collective Bargaining Agent, which is in the Town Charter. There cannot be a discussion about any town employee's performance in the meeting to be careful of libel. If an employee calls the Selectmen, they will in turn call the Town Administrator to look into the matter. Town employees should be going through the proper channels, and going around that to the Selectmen or other government officials will not help their cause.

PUBLIC HEARINGS

OLD BUSINESS

FY2015 Budget Hearings

The budget process on the Board level is complete, and went smoothly. The Town Administrator is finalizing the cover letter which will go to the Finance Committee on Friday, and their first Finance Committee Meeting is scheduled for next Thursday evening. They will meet once a week with the hope to wrap up at the end of April. The Board Members are welcome to participate in the Finance meetings.

The Town continues to connect with the School District to get the most updated information and talking about collaboration.

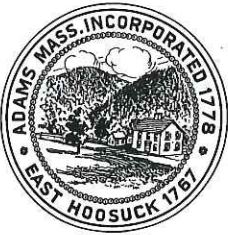
NEW BUSINESS

North Adams Regional Hospital (NARH) Closing Updates

Hundreds of Adams families were directly impacted by the closing of NARH, either by employment or by their care services. The Town's Emergency Management Team met every day and has had daily dialogue since, getting updates and sharing information. All protocols that needed to change through Fire Department, ambulance and first responders were immediately reconciled so people can rely on the service being provided. Adams is being a strong partner with North Adams by helping them to restore as many of the services to the Hospital as possible.

Other concerns are populations with high need. A couple of Board Members attended a forum at the Council on Aging where 60 people attended and Dan LaPlante from the Adams Ambulance Squad, the Fire Chief, and the Board of Health employees attended. Good information was shared.

An official status update came from *Berkshire Health Systems* and *BMC* yesterday, and in terms of the Emergency Department status, the license for BMC to operate the Emergency Department is pending with the State Department of Public Health, which is necessary for any steps to move forward. The anticipated timeline for opening the Emergency Department is 14 to 20 days,



Meeting Minutes

Town of Adams Board of Selectmen

depending on timing on licensure and availability of a sufficient number of physicians to safely staff the operation. Positions have been offered to 5 Emergency Physicians, some part time, including a Medical Director and Physician's Assistants. Lab work stations have been put in place in Adams, North Adams, and Williamstown. For transportation, at the first responder level, coordination efforts are ongoing with first responder teams in Northern Berkshire and elsewhere so everyone has the best information up to the moment on where patients should be taken and what the best practices are. BMC has been operating a care line since late last week for Northern Berkshire callers for those who have questions (855) 262-5465. Questions can be forwarded to the Adams Council on Aging at (413) 743-8330.

77 positions have been restored to date. Hopefully there will be more job offers in the coming weeks.

Mayor Alcombright noted that the city anticipates that the emergency and peripheral services, including Labs, Radiology, Pharmacy, and other support services vital to the Emergency Services should be reopened 10 to 14 days after permitting has been improved.

At yesterday's 5:00 Status Meeting *Senator Downing* read a letter from *Governor Patrick*, in which he outlined ways he would be expediting the process to assist the community in the face of the NARH closing. He outlined the time frame that BMC would be able to open limited services in North Adams, and is investigating whether an interim Walk-In Urgent Care Facility could be opened to serve the region. A consultant is being engaged to help develop a long-term plan to develop medical services in North County.

Set Date for Annual Town Meeting

The date and location proposed for the Annual Town Meeting is Thursday, June 19, 2014 at 7:00 p.m. at the Plunkett School.

Motion made by Member Harrington to approve the Annual Town Meeting date and location as Thursday, June 19, 2014 at 7:00 p.m., at Plunkett School

Second by Mike Ouellette

Unanimous vote

Motion passed

Motion made by Member Harrington to open the warrant for the Annual Town Meeting effective immediately, to be closed at 3:00 p.m. May 1, 2014.

Second by Member Ouellette

Unanimous vote

Motion passed

SUBCOMMITTEE/LIAISON REPORTS

No reports given at this meeting



Meeting Minutes

Town of Adams Board of Selectmen

ADMINISTRATOR'S REPORT

Memorial School Roof Replacement Project

Bidding for the roof replacement project at Memorial School is completed. The Town received 9 bids from qualified roofing contractors, and has awarded the project to Titan Roofing, Inc. of Chicopee for the total contract amount of \$516,800, which will be paid in its entirety by grant funds. A Pre-Construction meeting with the Contractor, Architect, and Community Development staff is scheduled for next week and work is expected to start immediately after executing a contract.

Park Street Improvement Project

The Town's Park Street Project is out to bid. On Thursday, April 3, 2014 at 10:00 a.m. there will be a Pre-Bid Site Visit conducted by the Town's Engineer, Tighe & Bond, and Community Development Staff. Bids will be due in mid-April and Town staff expects to be under contract with a Construction Contractor before the end of the month.

Adams Library Renovation Project

There will be a meeting of the Library Trustees, Austin Design Architects, and the Steering Committee members on Monday, April 7, 2014 to discuss the final project scope. Community Development staff are working with the project Architect to prepare the public bidding documents, and predict the Renovation Project will be advertised and out to bid later in April.

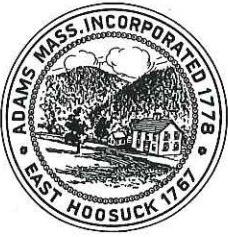
Berkshire Brownfields Program

The Town continues to participate in the Berkshire Brownfields Program. With the new EPA funds the program has received, two Town projects were awarded funding: an estimated \$16,600 will be directed to undertaking a *Hazardous Building Materials Survey* for the Memorial School building and another \$3,500 will be directed to preparation of a *Phase I Environmental Assessment* for the Duteau's Garage building at 50 Commercial Street. Both studies will be helpful to the Town in making future decisions about the properties.

DPW Director Interviews

DPW Director Interviews are underway, and interviews with a second slate of candidates were held today. The Search Committee, made up of Donna Cesan, Mary Beverly, Skip Harrington and the Town Administrator will continue with this process with hopes of finding at least two qualified candidates to recommend to the Board of Selectmen for interviews by the end of the month.

Member Nowak advised he thought there would be three candidates expressed concern about the Search Committee being made up of an even number, and the potential of not having an odd number to decide a tie.



Meeting Minutes

Town of Adams Board of Selectmen

PUBLIC WORKS DEPARTMENT

There were no items at this meeting

POLICE DEPARTMENT

Approval of Inspector of Animals

The State has a formality of having the Town appoint the Inspector of Animals, and the Town has two part-time positions already in place, and these individuals must be appointed annually as "official inspectors" for the state level inspections. This is a renewal of the annual approval. Once approved the forms are sent in.

Dan Lefebvre and Kim Witek are the current Animal Control Officers to be appointed.

Motion made by Member Harrington to approve the appointments of Dan Lefebvre and Kimberly Witek to the position of Inspector of Animals to the Town of Adams.

Second by Member Nowak

Unanimous vote

Motion passed

COMMUNITY DEVELOPMENT

Subordination Agreement, 5 Hoosac Street

Community Development Director Donna Cesan wrote a letter to the Select Board regarding the 5 Hoosac Street Property. Jarrett Bayliss is refinancing his mortgage and requests the Town to subordinate its lien of the new mortgage with Mountain One Bank. The Town's policy has been to subordinate when there is adequate value in the property to cover any Town liens. There is enough equity in the property if the lien had to be paid back to the Town, and the taxes for the property and water are paid up to date. The date of the subordination will be April 4, 2014 as noted within the Subordination Agreement.

Mr. Bayliss has a lot of ambition with the property, and what is being done with the building aligns well with what the Town is doing with the downtown area.

Motion to approve the subordination of 5 Hoosac Street, formerly known as Waverly's made by Member Harrington.

Second by Member Blanchard

Unanimous vote

Motion passed

OTHER DEPARTMENTS

There were no items at this meeting



Meeting Minutes

Town of Adams Board of Selectmen

TOWN COUNSELOR'S REPORT

Town Counselor's Report was delivered by Town Administrator Butler on Attorney St. John III's behalf. Town Counsel reviewed, researched and commented on legalities raised by the proposed plan of subdivision. He began work for closing on the Ostrowski property, including the search at the Registry of Deeds. He also continued to review, research, and comment upon legalities raised by a building permit application.

ANNOUNCEMENTS

Member Nowak reported he was asked by a woman how she could get her personal papers shredded. He spoke with Chris Tamborino, who takes care of the special needs kids and they come to the Town Hall on Mondays and Tuesdays from 12:15 to 1:15 p.m. They are willing to assist people who are in need of shredding. Should it require more work, they are willing to purchase a shredder through funds from the school raised by selling popcorn and other items. It gives an opportunity for the kids to do something for the community, and they like doing it. Member Nowak will get more information and will put up flyers around town.

APPROVALS

There were no approvals at this meeting

OTHER BUSINESS

Agenda Items

Library Project

Town Administrator Butler suggested a possible Workshop Item for next week to discuss the Library Project.

Plastic Bags and Traffic Signal

Member Ouellette said he wanted to have a discussion about plastic bags, and also possibility of putting in a traffic signal at Hoosac Street with the upcoming train, apartments, church, and other activities coming in that area.

Town Administrator Butler advised he already is looking into funding opportunities. He has it on the current project list, and has already put in a request that Senator Downing submitted in the Transportation Bond for initial engineering work to be done, but it did not get approved. To be proactive, it should be started with other sources of funding. It would take years to get on the MPO list. Because it is on Route 8, it will have to comply with all MA



Meeting Minutes

Town of Adams Board of Selectmen

DOT upgrades and modification standards. Lanes will have to be a specific distance, driveways will have to comply, curbing and sidewalks and layout will be redone.

Federal Forest Designation

Member Nowak would like to have Tom Matuzsko come in to talk with the Select Board about the Federal Forest Designation.

GOOD OF THE ORDER

Pet Waste Cleanup

Member Nowak would like people to pick up after their dogs.

Mausert Building

Member Nowak expressed discontent about no work happening at the *Mausert Building*, despite the Town having given them money for the façade. It is a key building on the street, and needs to be completed.

The project had been on hold until the easement that was approved on the previous Monday night went through because there was no electric for the next level of contracting. The Town is fortunate to have individuals investing money in the downtown area. The Mausert Building work is moving forward, there were some holdups that were worked through. The restaurants are still signed on. Downtown is packed with cars; restaurants are doing well, and nightlife in Adams on Friday and Saturday night is going well. Preparation for a project like this can take two years before it is ready for expending funds. The transformer easement was the latest grid.

Chief Tarsa advised that as the Chairman of the Prudential Committee, he had information that part of the delay was due to the sprinkler system codes and requirements that had to be met, and in order to do any kind of renovations or work they had to have the hearings regarding the Sprinkler System. The Fire Chief addressed it and it came to a final hearing with the State. This held up progress for quite a few months. The substantial delay was on a state level, and was complicated because it was a mix of residential and business.

Girls' Basketball Team Finals

Member Nowak congratulated the Girls' Basketball Team for being in the Finals for the State Championship, and said the Community should be proud of them.

Boys' Basketball Team

Member Nowak acknowledged the Boys' Basketball Team for being in the Western Mass Finals and defeated a team that had gone undefeated, and wanted to congratulate them for not only being good athletes but being good kids.



Meeting Minutes

Town of Adams Board of Selectmen

EXECUTIVE SESSION

There was no Executive Session at this meeting.

Motion to Adjourn made by Member Harrington

Second by Member Nowak

Unanimous vote

Motion passed

Meeting adjourned

Respectfully Submitted by Deborah Dunlap for Melissa Schaffrick,
Recording Secretary

