



# Meeting Minutes

## Town of Adams Board of Selectmen

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TOWN CLERK  
ADAMS MASS  
May 7, 2014

### Board of Selectmen Meeting

On the Above date the Board of Selectmen held a meeting at Town Hall at 7:00 p.m. Town Administrator Butler presided, and present were members **Arthur Harrington, Joseph Nowak, Richard Blanchard, Jeffrey Snoonian** and **John Duval**. Also in attendance was Town Administrator Jonathan Butler, and Town Counsel, Edmund R. St. John III.

The Meeting was called to order at 7:00 p.m. by Town Administrator Butler.

The *Pledge of Allegiance* was recited.

### Reorganization of the Board of Selectmen

*Member Duval nominated Member Arthur "Skip" Harrington as Chairman*

*Second by Member Snoonian*

*Members Duval, Snoonian, and Harrington in favor*

*Members Nowak and Blanchard opposed*

*Motion passed*

Member Nowak also nominated Member Blanchard as Chairman, but the original nomination had to be completed, and passed, making this nomination null.

*Motion to nominate Member Blanchard as Vice Chairman made by Member Duval*

*Second by Member Snoonian*

*Unanimous vote*

*Motion passed*

### Reading of the minutes:

- January 17, 2014
- January 22, 2014
- February 10, 2014
- February 19, 2014
- March 5, 2014

Motion to accept the minutes from January 17, 2014, January 22, 2014, February 10, 2014, and February 19, 2014 as presented by Member Blanchard

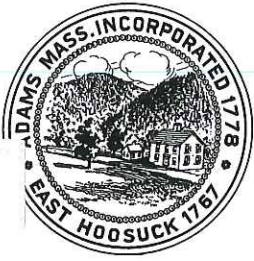
Second by Member Duval

Abstention by Member Snoonian

Voted in favor were Members Duval, Harrington, Nowak, and Blanchard

Unanimous vote

Motion passed



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**Motion to accept the minutes for March 5, 2014 to accept as written by Member Blanchard**  
**Second by Member Nowak**  
**Abstention by Members Snoonian and Duval**  
**Voted in favor were Members Blanchard, Nowak, and Harrington**  
**Motion passed**

### **Citizen's Conference:**

#### ***Election Results***

**Jeff Lefebvre** congratulated Member Snoonian for winning the election on Monday, and thanked Mike Ouellette for all his hard work in the past.

#### ***Memorial Day Monument***

**Jeff Lefebvre** asked to have the Veterans Memorial Monument cleaned up before the Memorial Day so the names could be read.

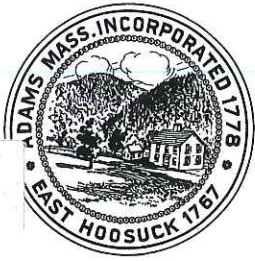
#### ***Maple Grove Civic Club***

**Jeff Lefebvre** advised that Mike Malloy will be coming to speak at the Maple Grove Civic Club on May 18, 2014 at 3:00 p.m. at the Polish National Alliance Hall in Adams. Over the last 40 years, Berkshire County has decreased in population, reducing 19,000 from 151,000 people. Within the next 10 or 15 years, it may continue to decrease to approximately 90,000. Right now Berkshire County is at around 130,000 people. This is being represented in the Town Budgets, showing that expenses are going higher and population is going down.

#### ***Pending Law Suits***

**Jeff Lefebvre** inquired if the pending lawsuits cost the Town \$7,500 per person or \$7,500.00 total.

If there is a lawsuit, merited or not, against the Town it would be a single charge for the Town. The insurance company covers the Town in Liability Suits.



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### *Signs for Local Attractions*

**Colleen Jans**, the Executive Director of the Susan B. Anthony Museum asked for Select Board permission for the signs outlining local museums and attractions. Colleen was encouraged to put in a written request for the signs she was requesting, to create a design of the signs, and to submit it to the Town for review.

Coordination is in progress to decide what businesses and destinations will be cited on four big signs that are currently pending by the Town already. Non-profit organizations and public attractions can go on the Town Signs there, but there need to be separate signs for private entities. The Park Street Project has delayed the signs being put up as determination is being made where the road will be excavated. The signs require a foundation in the sidewalk, and grant funding is paying for them so the Town is waiting to be sure when the signs are erected they will be done well.

**Member Nowak** requests that signs be put up on the entrances of Adams about Adams being the Birthplace of Susan B. Anthony.

### *Susan B. Anthony Museum Event*

**Colleen Jans** advised there will be a reenactment event at Susan B. Anthony Museum about the Temperance Movement during the Revolutionary War, as it is the 150<sup>th</sup> Anniversary of the War. There is no admission charge.

### Public Hearing:

*Petition from Verizon for Relocation of Pole on Gould Road has been rescheduled.*

### Approvals:

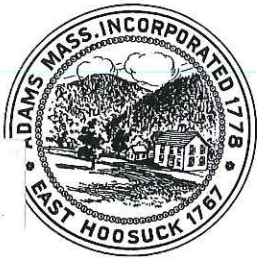
### Old Business:

### *Memorial School*

#### **Letter to Town Administrator**

**Member Nowak** read a letter that he had written to the Town Administrator, dated May 1, 2014, about the roofing work being done at the Memorial School. Member Nowak noted issues he had concerns with, including concern about the distance that is being re-roofed, since the grant covered the roof area over the gymnasium, auditorium and shop areas. He additionally expressed





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concern over the potential for mixed use of the building, especially for use of the wing for apartments for soldiers devastated by war to be around young children. Member Nowak asked to see the engineering study done by the State, as he was concerned about decisions about the building being made without the study. He referenced a list of questions that he had submitted on June 18, 2013 that he wanted answers to.

*Soldiers On* has shown interest in potential use of the building, but it is premature to have a discussion on this. If the time ever came where the Youth Center moved into the building and the Veterans' group also expressed interest in moving into the building, safeguards would be in place to select the appropriate candidates.

A draft of the study from the State was received from Mass Development less than 2 weeks prior, and Member Nowak was invited to the Town Administrator's office to get a copy of it. Community Development and the Town Administrator staff are currently reviewing the document. An analysis is being done of the material to provide a full report to the Board of Selectmen. The Town entered into a contract with Mass Development, who offered \$50,000 of services that the Town didn't have to pay for, to analyze the building and provide the information to the questions asked. There have been no decisions made about the building beyond that made the previous Summer by the Board of Selectmen to pursue State Funding for a roof replacement. \$600,000 of State Funding was secured for the roof project, as authorized by the Board of Selectmen. The primary portion of the building to be worked on was the gymnasium, the auditorium, the old administrative wing, and the portion of the building that the Youth Center has expressed interest in, which is the part of the building most likely to be reused. It was agreed to go further than this scope if the budget allowed, such as adding in the classroom section. This was declined, because the initial contract was left \$125,000 under budget in the instance that there were change orders necessary. Safety mechanisms are in place around the exterior construction zone, but not the whole roof is being replaced.

### New Business

### Sub-Committee and Liaison Reports

### Town Administrator Report

### *DPW Search Committee Update*

Search Committee is ready to make a recommendation of the top three candidates, but since the candidates that were not among the three have not yet been notified, the names will not be disclosed in a public forum. There will be a list provided to the Board of Selectmen next week so the Board can schedule final interviews in public meetings.



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### *Park Street Improvement Project*

On April 18, 2014, two bids were received for the project. The lowest bid was more than \$113,000 over the cited project budget. Only two bids were submitted, so the Town is working with the engineer to look at the cost estimates and possibly make minor tweaks. The Town has been asked by the State to reissue the bid as they prefer not to award anything when the Town has only received two bids. There should not be more than a month delay on the project, and it is estimated to run through the Fall.

### *Memorial School Project*

Titan Roofing, Inc. is the contractor for the Memorial School Roof Replacement Project, and received their Notice to Proceed on Monday, April 24, 2014. They have begun work on the project, and they have encountered areas where the decking is severely deteriorated. The contractor expects the roof replacement work to continue for at least 2 to 3 months.

### *Adams Station Project*

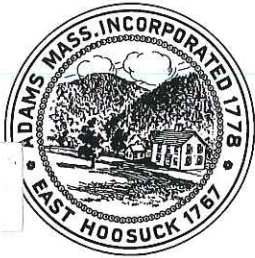
The purchase of property located at 4 Hoosac Street was completed by the Town of Adams on April 24, 2014. The deed, Town Meeting vote, and the executed PARC grant agreement were recorded on that day with the Registry of Deeds. Community Development staff are now preparing the required paperwork to request reimbursement of 70% of the purchase price from the Commonwealth. There are no contamination concerns in the scope of what is intended for the property. As soon as the tracks are acquired by the Commonwealth from Pan Am, they can begin the process of running trains, selling tickets, and generating revenue for their organization.

**Town Counsel St. John III** advised the seller has 75 days from the closing date to remove her personal belongings.

### *Adams Library Renovation Project*

Last month the scope of the project was presented to the Project Steering Committee to the Library Trustees. Preparations are underway to make the project ready for public bidding. The Town's architect, Tom Chalmers, with Austin Design Architects, will be at the Selectmen's Workshop Meeting next week to explain the final project scope and answer questions from the Board before the project is advertised.





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### Department of Public Works

#### *Ratification of Operator I, Wastewater Treatment Plant*

A Request was made by the Town Administrator for ratification of Dana Labbee to the position of Operator I in the Wastewater Treatment Plant. He will begin as an Operator I, Step 1, \$15.69 per hour, beginning Monday, May 19, 2014. Six interviews were conducted.

*Motion made by Member Nowak to ratify Dana Labbee as Operator I in the Wastewater Treatment Plant*

*Second by Member Blanchard*

*Unanimous vote*

*Motion passed*

### Police Department

### Community Development

### Town Departments

### Council on Aging

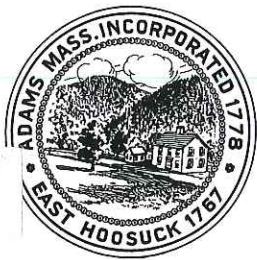
### Town Counsel Report

**Town Counsel St. John III** completed the title search and the closing on the Ostrowski property and recorded documents at the Registry of Deeds. He responded to a request for advice from the Building Commissioner. He responded to two requests for advice from the Chairman of the Board of Selectmen. He also prepared correspondence with counsel for the property owner of 13 Park Street.

### Announcements:

#### *Solarize Mass*

There are a couple of months left to take part in the *Solarize Mass* to get property assessed to see if it is viable for the program. Reach out to the Community Development Department if interested in having a free assessment done of your property. The Raffle will be held on May 28, 2014 for a free basket from CET and Solarize Mass.



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### *North Adams Regional Hospital*

There are a large group of people that meet at the American Legion in North Adams. There was a concern about communication, so an invitation was made to have a representative of the group come to inform citizens during the Citizen's Conference. The media is covering this situation, but as information is updated this is an avenue for communication to take place.

### **Approvals**

*Facilities Request for the Steel Rail Half Marathon, All Day May 19, 2014, at the Adams Visitor's Center*

*Motion by Member Duval to approve the Facilities Request at the Visitor's Center for the Steel Rail Half Marathon on May 19, 2014*

*Second by Member Blanchard*

*Unanimous vote*

*Motion passed*

*One Day Wine & Beer License for Dave Nicholas, May 19, 2014 for the Steel Rail Half Marathon*

*Motion made by Member Duval to approve the One Day Wine & Beer License for Dave Nicholas for the Steel Rail Half Marathon on May 19, 2014*

*Second by Member Snoonian*

*Unanimous vote*

*Motion Passed*

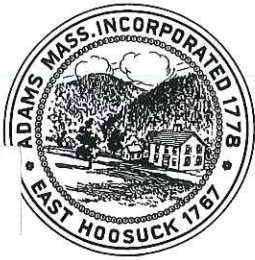
*Request for Permit to Place a Sign on a Public Way by the Solarize Mass Program, 8 Park Street, for the Thermometer on the Town Hall Lawn*

*Motion to approve the Permit to Place a Sign on a Public Way to Solarize Mass for the Thermometer by Member Duval*

*Second by Member Blanchard*

*Unanimous vote*

*Motion Passed*



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*Request for Permit to Place a Sign on a Public Way by Izzy's Pizza, 53 Park Street.*

*Motion to approve the permit to place a sign on a public way by Izzy's Pizza by Member Duval  
Second by Member Nowak*

*Unanimous vote*

*Motion passed*

*Request for Permit to Place a Sign on a Public Way by Adams Ale House, 8 – 10 East Hoosac Street*

*Motion to approve the Permit to Place a Sign on a Public Way by Adams Ale House by  
Member Duval*

*Second by Member Blanchard*

*Unanimous vote*

*Motion passed*

### Other Business

*Agenda Items for Workshop on May 14, 2014*

- Approval of Annual Town Meeting Articles
- Tom Chalmers will give an overview of the Library Project so it can go out to bid

*Future Workshop Agenda items*

- Berkshire Regional Planning Commission Forest Land Designation Program
- Memorial School Discussion

### Good of the Order

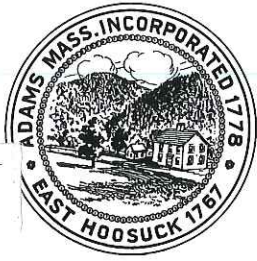
#### *Trash Clean Up*

**Member Nowak** thanked the Hoosac Valley Outing Club for the kids picking up the track on the Ashuwticook Rail Trail.

#### *Volunteers from Big Y*

**Member Nowak** thanked the employees of Big Y for working at the Visitor's Center, doing raking and weeding.





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### *Black Top Concern*

**Member Nowak** brought up the distance that DPW workers need to go to pick up blacktop for small projects, and that it causes the material to harden before it can be used.

DPW has to go to Pittsfield to get blacktop material for small projects. No complaints or concerns have been brought to the Town Administrator about it to date.

### *Change in Board Members*

**Members Nowak, Duval, Snoonian, and Town Administrator Butler** thanked Mike Ouellette for all of his service to the community.

**Member Nowak, Town Administrator Butler and Chairman Harrington** welcomed Member Snoonian to the Board.

### *Charity Center at Pope St. John Paul*

**Member Snoonian** commended the volunteer work of the Charity Center, and noted it is an amazing resource. It is stocked full of clothing and food, and is an excellent place for those in need.

### *Working Together*

**Town Administrator Butler and Chairman Harrington** expressed the desire to have teamwork on the new Board. The Town has a team-oriented model and has a very talented staff. It is important to convey what is going right in the meetings for the public to see. It is expected that meetings will be respectful or ruled out of order.

### *Sub-Committee Liaisons*

Chairman Harrington will provide a list of committee assignments will be forwarded to all Select Board Members for the year.



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### *Voting*

Chairman Harrington thanked those who voted in the recent elections.

### **Executive Session**

*No Executive Session took place*

***Motion to adjourn by Member Blanchard***

***Second by Member Snoonian***

***Unanimous vote***

***Motion passed***

**Meeting adjourned at 8:23 p.m.**

Respectfully Submitted by Deborah Dunlap for Melissa Schaffrick,  
Recording Secretary

*Arthur W. Harrington* *Richard A. Blanchard*  
*John E. Snoonian* *Joseph J. Nowak*