



TOWN OF ADAMS SELECTMEN'S MEETING MINUTES

Board of Selectmen Meeting

December 3, 2014

On the Above date the Board of Selectmen held a meeting at Town Hall at 7:00 p.m. **Chairman Arthur Harrington** presided. Present were **Members Joseph Nowak, John Duval, Jeffrey Snoonian**, and **Vice Chairman Richard Blanchard**. Also in attendance were **Town Counsel, Edmund St. John III** and **Interim Town Administrator Donna Cesan**.

Meeting was called to order at 7:00 PM

The *Pledge of Allegiance* was recited

READING OF MINUTES

- November 19, 2014

Motion was made by Member Nowak to waive the reading and approve the minutes for November 19, 2014.

Second by Member Snoonian

Unanimous vote

Motion passed

CITIZEN'S CONFERENCE

Homeless Veteran Drive

Jeff Lefebvre reports the *Homeless Veteran Drive* is still going on, and has slowed down. Town Hall and the Registry of Deeds are local drop-off points, or he can be contacted directly at (413) 743-5175.

Auction

Jeff Lefebvre asked which Town fund the \$90,000 that was raised from the auction goes.

Chairman Harrington said he believed it was the General Fund.

Adams Taxpayers Association

Jeff Lefebvre advised the *Maple Grove Civic Club* will be starting up the *Adams Taxpayers Association* again and if interested he invites people to call him for information. If the Taxpayers Association comes under the Civic Club, people may have to be a member of the Civic Club to be on the Taxpayers Association.

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TOWN CLERK
ADAMS MASS.
CLERK



TOWN OF ADAMS SELECTMEN'S MEETING MINUTES

Town Administrator Search Committee

Jeff Lefebvre commended the Committee for their search for a new Town Administrator and also the Select Board for their interview process.

Memorial School

Jeff Lefebvre asked what the total cost of fixing up the Memorial School plumbing for the Holiday Harvest Fair.

The amount was approximately \$1,800 to do the first floor bathrooms.

Energy Aggregation Plan

Peter Coussoule of 17 West Street inquired when the *Energy Aggregation Program* would take place.

The Town is considering it still, and if the Town decides to go forward, it must go before Town Meeting for approval, in May or June unless there a special Town Meeting is called. If the Town votes to be in the aggregation program, everyone would be in it and could individually opt out. As the Town is evaluating it, more questions are coming up, but if approved the impact would not take place for 6 months. In the past Adams was in a consortium with Hampshire Electric that started out good, and the Town ended up paying more than the going rate in the end.

Solar Savings

Peter Coussoule inquired what the savings have been from the solar panels at the landfill or the high school, and if there are savings, he would like to know where they are going.

The high school panels are strictly for the high school, and the savings amount can be provided at a future date. It is difficult to assess the savings because of new technology at the school, but the solar panels are running, and working well there. On the Hoosac Valley High School website the readouts are available.

Estimated savings are taken out of the tax rate. The estimated savings was taken right off of the budget. The FY2015 Budget accounts for a savings from solar. It isn't going to save anything on taxes, as it is in the budget that was approved.

PUBLIC HEARING

There was no public hearing at this meeting.



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OLD BUSINESS

Cable Television Contract

Interim Town Administrator Cesan advised she was trying to get the full document before the Board but unfortunately has not received the revised document yet. She hopes to have it for the December 17th meeting.

Chairman Harrington advises the Board will take no action on this item this evening.

NEW BUSINESS

Adams Slums and Blight Report and Designation of New Target Area

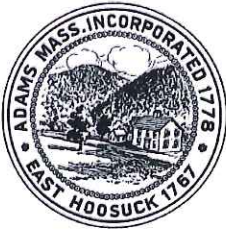
Interim Town Administrator Cesan introduced Mark Maloy of *Berkshire Regional Planning Commission*, who evaluated an area with Community Development staff.

Mark Maloy advised that *Slum and Blight Designation* is required for a number of CDBG activities, and the Town last had one in 2002. Right now the Town doesn't have a designation, but Park and Summer Streets were done because of the previous designation. He outlined on a map the target area in which 533 properties were surveyed from the road. 45.9% or 264 properties were found to be in blight condition by DHCD standards, and the Select Board is asked to adopt the resolution to designate the area so DHCD can approve it and it can be used in the next CDBG application.

The BRPC has done this assessment for the Town. If awarded this grant, the Town's investment is staff time by the Community Development Director, that is not paid for by the grant. The positions that implement the projects that are CDBG funded are grant funded, and if conducted as done in the past, it is basically all grant funded. Property owners have been asked to make an investment and match grant funds, but the Town's financial responsibility is just limited staff time.

The resolution is a requirement in the process for communities to follow to achieve the *Slums and Blight Designation* and shows the Town serves low and moderate income persons or is working toward eliminating Slums and Blight conditions. The resolution documents that there are Slums and Blight conditions within the target area, is required by elected officials, and the package goes to the Department of Housing and Community Development (DHCD) who would approve it. Once approved, they send the Town a letter that the target area has been approved under the auspices of the program, which makes the Town eligible to apply for grants.

BRPC and Donna Cesan's efforts were well appreciated in this process.



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Motion made by Vice Chairman Blanchard to approve the Resolution to Designate the Route 8 area outlined as a Slum and Blight Target Area

Second by Member Nowak

Unanimous vote

Motion passed

Decision to Hire Town Administrator

Chairman Harrington reviewed the hiring and interviewing process in the search for a new Town Administrator. He advised there were approximately 40 candidates, and the search committee whittled that number down to 4 great candidates. 3 were interviewed, and on Saturday, November 22nd discussion and a unanimous decision took place to offer the position to Antonio "Tony" Mazzucco. In the end Mr. Mazzucco stood out among the candidates. Mr. Mazzucco is ready to be appointed to the position of Town Administrator, beginning January 12, 2015, pending a physical and executing a signed contract. Once on board in January, a public Meet and Greet will be planned for Town Residents and Invited Guests.

Motion made to appoint Antonio Mazzucco, pending a satisfactory physical examination, to the position of Town Administrator by Member Snoonian

Second by Member Duval

Unanimous vote

Motion passed

The contract negotiations went smoothly, and Mr. Mazzucco gave some things to the Town. This contract is boiler plate and similar to contracts of other communities. There is nothing outstanding in this contract.

Motion made by Vice Chairman Blanchard to adopt the 3-year employment agreement for the new Town Administrator

Second by Member Snoonian

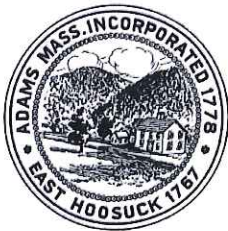
Unanimous vote

Motion passed

SUBCOMMITTEE/LIAISON REPORTS

School Committee Meeting

Member Nowak and **Vice Chairman Blanchard** attended the Adams-Cheshire Regional School District meeting. They were briefed by first grade teachers about a very hands-on program through Bay State Reading Institute they are using to prepare younger students for better reading skills. The teachers paid for it out-of-pocket and so far it is very successful and the teachers are enthusiastic.



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ADMINISTRATOR'S REPORT

Park Street Project

The Park Street Project is essentially complete. The Town's engineer will do a final walk-through and a final Public Meeting on Thursday, December 18, 2014 at 6:00 p.m. A notice will be sent out to both the Select Board and residents.

MIIA Loss Control Grant

Thanks to the efforts of DPW Director Joe Bettis, the Town was awarded a MIIA Loss Control Grant for \$4,769.82 from the insurance provider for the purchase of three magnetic manhole lifting systems. Once purchased, the Director will ensure employees are properly trained on the equipment and make it mandatory to use it to prevent accidents or injuries, as some DPW employees have sustained injuries in the past.

Department of Housing and Development Workshop

Community Development Staff will be attending a workshop at the Department of Housing and Development on December 9th, and will attend the training workshop. The next application is due February 13th. At the next workshop meeting, hopefully the Board can discuss the different components of the grant application.

Library Staff Job Descriptions

Interim Town Administrator Cesan and the Library Director have been working together to update the job descriptions of the Library staff. In 2006 or 2007 an attempt was made to update all of the job descriptions, but it was halted with the clerical union and contract negotiations. Long overdue and necessary changes are being addressed, and will be brought to the Personnel Sub-Committee then to the full Select Board for review.

PUBLIC WORKS DEPARTMENT

There are no items for the Public Works Department at this meeting.

POLICE DEPARTMENT

Traffic Commission Appointment

Chief Tarsa requested DPW Director Joe Bettis be appointed to the Traffic Commission to replace Tom Satko the former DPW Director who served on the commission.

Motion made by Member Nowak to appoint Joe Bettis to the Traffic Commission

Second by Vice Chairman Blanchard

Unanimous vote

Motion passed



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Electric Rate Scams

Chief Tarsa noted that the most recent scam is that Western Mass Electric has been reported as threatening to shut off people's service or lock up their family if they don't pay the electric bill in 45 minutes. Western Mass and National Grid do not operate this way, and with a rate increase coming in January, there are companies trying to take advantage by using scams. There is no organization registered with the Adams Police Department to do solicitation in the Town of Adams. Citizens can check out questionable agencies through the Police Department or by checking www.snopes.com.

COMMUNITY DEVELOPMENT

There were no Community Development items at this meeting.

OTHER DEPARTMENTS

There were no items from Other Departments at this meeting.

TOWN COUNSEL REPORT

Since the last report, Town Counsel attended a meeting regarding a litigation matter and reviewed and suggested changes to the Town Administrator contract.

ANNOUNCEMENTS

There were no announcements made at this meeting.

APPROVALS

Chairman Harrington asked the Board to include Entertainment and Public Lodging Licenses to be added to the agenda for approvals.

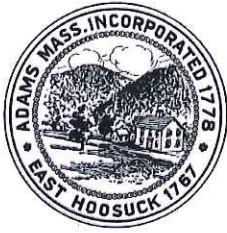
Motion made by Member Snoonian to add Entertainment and Public Lodging House License Renewals to the agenda

Second by Member Nowak

Unanimous vote

Motion passed

Notices were mailed out a month ago, and not all are complete. Each category will be voted on separately, and will be pending completion of all components, including fee payment.



TOWN OF ADAMS SELECTMEN'S MEETING MINUTES

Entertainment and Public Lodging Licenses

Motion was made to include Entertainment and Public Lodging License Renewals to be approved pending all requirements being met by Vice Chairman Blanchard

Second by Member Snoonian

Unanimous vote

Motion passed

Liquor Licenses

Packets of license information were sent out to each establishment in October for renewal approval. Some have not finished meeting the requirements, but will do so before December 31st. These approvals are pending all requirements being met. Requirements include license applications being filled out correctly, having workman's compensation and liquor liability insurance, and in some cases filling out Sunday Entertainment Licenses. The establishments must come to Town Hall to pick up their completed and approved licenses.

Motion made to approve all liquor licenses pending requirements being met made by Vice Chairman Blanchard

Second by Member Snoonian

Unanimous vote

Motion passed

Car Sales Licenses

Motion made to approve Car Sales License renewals pending all requirements being met made by Member Snoonian

Second by Vice Chairman Blanchard

Unanimous vote

Motion passed

Common Victualer Licenses

Motion made by Member Snoonian to approve all Common Victualer Licenses pending all requirements being met

Second by Vice Chairman Blanchard

Unanimous vote

Motion passed



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Entertainment Licenses

Pinball machines, televisions, pool tables, and juke boxes are part of the Common Victualer and Entertainment Licenses, including the Sunday Licenses.

Motion made by Vice Chairman Blanchard to approve all Entertainment Licenses pending all requirements being met

Second by Member Duval

Unanimous vote

Motion passed

Public Lodging and Innkeeper Licenses

Discussion took place about whether certain lodging businesses in town had been licensed. Those that had not been licensed in the past would be sent license packets to be returned and approved at the December 17th meeting.

Haflinger Haus and Bascom Lodge were discussed as having lodging, but were not on the list, as their lodging was combined with Common Victualer due to serving food.

Motion made by Vice Chairman Blanchard to approve the Public Lodging and Innkeeper License Renewals pending all requirements being met

Second by Member Snoonian

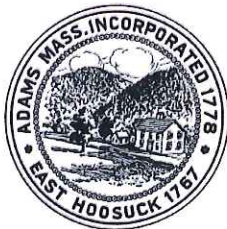
Unanimous vote

Motion passed

Facilities Request

BART School requests use of the Memorial School for basketball practice, utilizing half of the gym court.

Interim Town Administrator Cesan advised she had met with the Building Commissioner and Mary Beverly who is the Insurance Liaison. Both had agreed it would be acceptable, and in fact it may reduce insurance rates because the building would not be empty. The DPW staff is checking the building daily. Adams Plumbing checked the restrooms and everything is fine to leave the restrooms active so there is no need to take on any expense to drain them for the winter season. The request is for Monday through Thursday, and no showers would be needed. The electrical costs as Town Property would be off the grid. The natural gas source on the first floor allows for the heat to rise in order to maintain the heat in the whole building to approximately 40 degrees. The heat rising to the gym would be approximately 62 degrees, and the BART School agrees to use the gym "as is".



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The *Lassie League* has also requested to use the facility for the next three Saturdays for practice.

A fee would be reasonable to be negotiated for cleaning, additional heat, lighting or electrical costs. Insurance by BART will cover the coaches and players, and will typically cover them at practice. The Town has liability insurance which should cover parents and other guests that are on the property. Only coaches and students are expected there. The kids would go back to BART for parent pickup. Interim Town Administrator Cesan will research the liability insurance for the possibility of home games in the future, and will have that information for the Select Board on December 17th. Town Counsel will look into the insurance liability aspect of using Memorial School for home games, and will report back to the Select Board.

The bleachers need to be checked before any type of game is scheduled as well, and there is no functional scoreboard. BART School will come before the Board for additional approval prior to scheduling any game.

Motion made by Vice Chairman Blanchard to approve the use of the Memorial School by BART School for practice, as presented

Second by Member Duval

Voted in Favor: Chairman Harrington, Vice Chairman Blanchard, Member Duval, Member Nowak

Abstention: Member Snoonian

Motion passed

OTHER BUSINESS

There was no other business discussed at this meeting.

AGENDA ITEMS

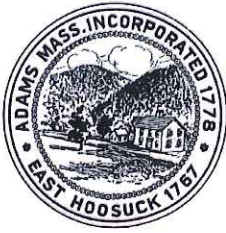
Community Development Block Grant

Interim Town Administrator Cesan asked to have CDBG Application Components as an agenda item in the future.

Youth Center

Member Nowak requested a status report on the Youth Center and to have more in depth discussion about what is happening for them.

Interim Town Administrator Cesan has reached out to the Youth Center to coordinate a meeting. There are strides being made to also get together with other tenants.



TOWN OF ADAMS

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GOOD OF THE ORDER

Tree Lighting Ceremony

Member Nowak went to the tree lighting ceremony, which was very nice.

Downtown Lights

Member Nowak expressed that the Downtown with the holiday lights looks spectacular, and now the Town needs full stores.

Snowstorm Response

Vice Chairman Blanchard commended the DPW for their hard work at the snowstorm on Thanksgiving night. He understood there was a pretty long list of damaged vehicles which may come up in the future for repairs.

Member Snoonian acknowledged the DPW for doing a nice job plowing around the bump-outs and there was no damage reported to any of the new curbs.

ProAdams and Community

Chairman Harrington commended Town Staff and is looking forward to the new Town Administrator coming on. He expressed that Adams is a great community, and specifically acknowledged and expressed appreciation for the Pro Adams Group who have put up scenes on the windows to make the store fronts look better.

Park Street Construction

Member Snoonian noted that the Park Street Construction is over, and encourages people to go Downtown to eat and do business.

Holiday Music

Member Nowak thanked Dr. Bush for his outstanding display and festive music. It is effort and cost on his part that is much appreciated.

EXECUTIVE SESSION

There was no executive session at this meeting

ADJOURNMENT

Motion to adjourn made by Member Vice Chairman Blanchard

Second by Member Duval

Unanimous vote

Motion passed



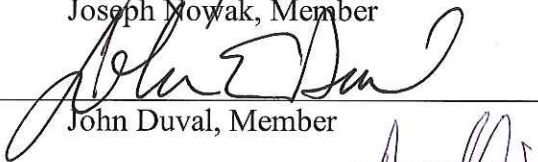
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Meeting Adjourned at 8:35 pm

Respectfully Submitted by Deborah J. Dunlap,
Recording Secretary.



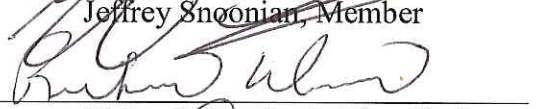
Joseph Nowak, Member



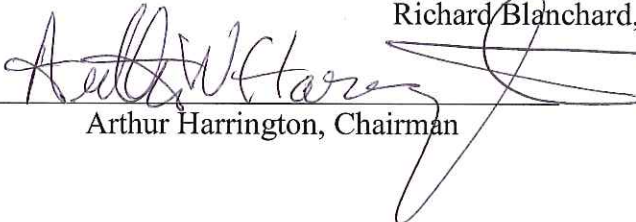
John Duval, Member



Jeffrey Snoonian, Member



Richard Blanchard, Vice Chairman



Arthur Harrington, Chairman