

# TOWN OF ADAMS

## SELECTMEN'S MEETING MINUTES

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**Board of Selectmen Meeting**

**December 17, 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, Jeffrey Snoonian**, and **Vice Chairman Richard Blanchard**. Also in attendance was **Town Counsel, Edmund St. John III**. **Member John Duval** and **Interim Town Administrator Donna Cesan** were absent.

*Meeting was called to order at 7:00 PM*

The *Pledge of Allegiance* was recited

### READING OF MINUTES

- November 19, 2014
- November 20, 2014
- November 22, 2014
- April 2, 2014

*Motion was made by Vice Chairman Blanchard to waive the reading and approve the minutes for November 19, 2014, November 20, 2014, and November 22, 2014.*

*Second by Member Snoonian*

*Unanimous vote*

*Motion passed*

*Motion was made by Vice Chairman Blanchard to waive reading and approve April 2, 2014 minutes as written*

*Second by Member Nowak*

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

*Abstention: Member Snoonian*

*Motion passed*

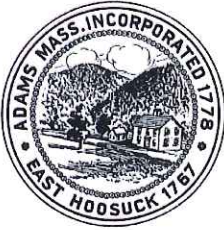
### CITIZEN'S CONFERENCE

#### *Energy Aggregation Plan*

Jeff Lefebvre asked what was happening with the Energy Aggregation Plan.

**Chairman Harrington** advised there are preliminary things that need to be accomplished which will take approximately 6 months, and then if appropriate there would be a Town Meeting vote. The new Town Administrator starting in January will see the process through.

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TOWN CLERK  
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CLERK



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### ***Supply Drive for Homeless Veterans***

Jeff Lefebvre said the Veteran Supply Drive is going well, thanked those who have contributed, and asked everyone to remember veterans especially since many of them won't be home for the holidays. He thanked the veterans for their service.

### **PUBLIC HEARING**

*There was no public hearing at this meeting.*

### **OLD BUSINESS**

#### ***Cable License Renewal Agreement***

The Select Board had asked to put in additional sites for free connections and monthly service to public buildings and schools to include the Wastewater Treatment Plant, the Adams Station and the Renfrew Park Field. The other issue was PEG Access origination sites, like Town Hall, the Library, and CT Plunkett. The Town wanted to add the Visitors' Center, Council on Aging, Memorial School, Berkshire arts Tech Charter and Police Station.

Section 6.2B of the agreement indicates areas that are fiber optic, and in a memo from the attorney for Comcast, they agreed to have the Library, CT Plunkett School, Memorial School and the Visitor's Center on 6.2B. BART School was not included. Town Hall is on Section 6.2A. There are other technical items on the agreement that need to be followed up on with the attorney. There is no studio coming to Adams, but instead it will be in North Adams. The Time Warner 10% Senior Discount on basic cable service will continue to get it on new contract. If eligible, contact the cable company.

Dave Fabiano advised that a lot of the broadcast sites may be mobile and may be able to go over the main line. There will be fiber from the High School and Town Hall, which is different from the VOIP service. Where there is an internet hookup, the cable company will be able to be connected in the future. Any unit given from the cable company, like the digital box, will still work. Time Warner Cable is still the cable company, and purchase by Comcast is delayed due to issues with FCC. This cable license agreement will still hold once the merger goes through between Time Warner Cable and Comcast; there is a clause in the agreement that says the agreement holds for anyone that purchases the company.

***Motion to approve the 10 year Time Warner Cable Contract by Vice Chairman Blanchard***

***Second by Member Snoonian***

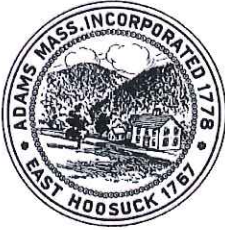
***Unanimous vote***

***Motion passed***

### **NEW BUSINESS**

*There was no new business shared at this meeting*





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### SUBCOMMITTEE/LIAISON REPORTS

#### *New Committee Assignments*

**Chairman Harrington** updated the public that at the last workshop new committee assignments for Board of Selectmen were created and included a *Budget Committee* and a *Greylock Glen Committee*. The *Memorial School Committee* was expanded to include Downtown Development. These active sub-committees will cover key issues for 2015. The Select Board and Donna Cesan will update the new Town Administrator on these areas and hope to inform and educate the public on the budget. They plan to keep everyone informed on the Greylock Glen Project and Memorial School, which is part of the Economic Development strategy.

**Members Nowak** and **Snoonian** are already working with Donna Cesan on the *Greylock Glen Project* and are arranging a meeting with the new *Secretary of Energy and Environmental Affairs* and the *Secretary of Finance and Administration*. *Senator Downing* and *Representative Cariddi* are working together to expand the *Greylock Glen Project*, but need to pass legislation to give 1000 acres of the Greylock Glen Article 97 protection to be preserved as beautiful hiking land. This will be filed with new administration but will not hold up the Town, which is ready to go forward with requests for proposals on the campground.

### ADMINISTRATOR'S REPORT

**Chairman Harrington** read the written *Town Administrator's Report* aloud, in Interim Town Administrator Cesan's absence.

#### *Park Street Improvement Project*

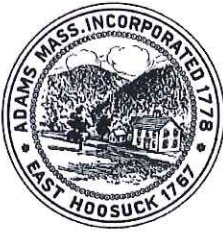
The Park Street Improvement Project is essentially complete. The Town will host a final public meeting on Thursday, December 18, 2014 at 6:00 p.m. at Town Hall.

#### *Memorial School Building*

At last week's meeting of the Berkshire Brownfields Program, the Town was successful in obtaining additional grant assistance for the Memorial School property to undertake additional assessment work for hazardous materials. The Berkshire Brownfields Committee awarded up to \$20,000 for an investigative survey of any hazardous or regulated materials within the building, and the collection and analysis of material samples. This study will provide definitive guidance in the abatement or removal of any such materials and provide a cost estimate for this work. Once this information is in place, Town staff will pursue grant funding for the removal work.

#### *Ashuwillticook Rail Trail Extension*

Town and City staff met with officials from Mass DOT on the next extension of the Ashuwillticook Rail Trail, from Lime Street in Adams to Hodges Cross Road in North Adams.



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The discussion focused on results of the preliminary design investigations and the extensive environmental permitting that is anticipated to be needed to advance the project. Town staff was encouraged by DOT's favorable review of progress to date and their support, expressed during the meeting, to derive additional funding for the project that will likely be required for construction.

**Chairman Harrington** added that in this area from Lime Street to Hodges Cross Road there are a number of environmental issues, including wetlands, flood plains, and more. These become very expensive quickly and the permitting process is more stringent. The preliminary design brought plans to the east next to the landfill and across to the McCann School property. There are now discussions about relocating further west for less disruption of the fields. MA DOT is on board, and this is something for the engineers to work out. This is a joint project between Adams and North Adams.

### **PUBLIC WORKS DEPARTMENT**

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

### **POLICE DEPARTMENT**

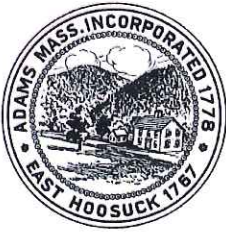
#### ***Request for ratification of Police Officer***

**Chairman Harrington** read a letter written by Chief Tarsa requesting ratification of **Gregory Onorato**, a full-time patrolman from the North Adams Police Department, contingent on passing the Town Physical, completing all paperwork, and civil service requirements. Officer Onorato requested a lateral transfer to Adams PD from North Adams PD, where he has worked full time for 5 years. He has been active with the Ropes Camp, a forensic program with students, and currently resides in Adams. He will benefit the Town of Adams immediately as he is already academy trained and will present a \$20,000 savings to the Town. If ratified his start date will be January 12<sup>th</sup>. The opening he will fill is due to a resignation received in August, and the department has been short-handed.

**Member Nowak** inquired if the resignation created a need for overtime. He inquired if there are any officers out on injuries presently, and if so, how they were being compensated.

**Chief Tarsa** explained that there has been a lot of overtime since the Police Department has been down 4 officers. There was 1 resignation, 3 injured in the line of duty, and the Department has had about 4 officers down at nearly all times, causing the open spots to be filled by overtime. There was a unique set of circumstances creating this issue, and since the Department doesn't have reserves overtime had to be used. There is currently one officer out on a non-work related injury, being compensated through accumulated sick time. Collective Bargaining standards require 2 full-time academy-trained officers to be staffed. Civil Service created additional challenges, causing 11 applicants to be turned away for residency requirements.





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Current Civil Service requirements indicate an applicant must either live in town for one year prior to being hired or must be a lateral transfer from another department. The Department now has eligible applicant Onorato, who can transfer laterally. By January 23<sup>rd</sup> Officers Coby and Dorr will be out of the academy, and the Department will be almost fully staffed. There will be upcoming mandatory training, which will also cause overtime.

***Motion made by Vice Chairman Blanchard to ratify Greg Onorato to a Full-Time position on the Adams Police Department***  
***Second by Member Nowak***  
***Unanimous Vote***  
***Motion passed***

***Traffic Commission Request for No Parking Designation***

**Chief Tarsa** requests a "No Parking" designation on north and south sides of Thompson Street, as well as the crest of Thompson Street just off of Friend St. He advised there used to be two "No Parking" signs on north side of road that have disappeared and requests it put in Town Traffic Regulations so the DPW can replace the signs. On the south side of the street, he requests two "No Parking" signs as a safety request because there is a small hill at an angle where cars coming from opposite directions could cause a head-on collision. There is a parking area south of Thompson and Friend Streets for tenants and plenty of off-street parking for the residences there. At an open meeting 98% of residents signed petition requesting the "No Parking" signs.

***Motion made by Vice Chairman Blanchard to approve no parking signs on north and south side of Thompson Street***  
***Second by Member Snoonian***  
***Unanimous vote***  
***Motion passed***

***New Parking Meters***

New parking meters are here, are expected to work better and have a longer life expectancy. There is a free parking designation for the parking holiday and hoods would need to be put on them if installed right away. The Town is waiting until after the parking holiday is over to put up the meters. The meters are single-head and dual-head meters with a LED code system to show if the meter is jammed or has a maintenance issue, and should give better diagnostics. The Police Department will enforce and handle collections.

**Member Nowak** inquired if the meters will take nickels, dimes and quarters and have the same time allotment.



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**Chief Tarsa** advised that he believed it was the same, but the vendor could come in and customize it if desired. The meters will take only United States coins. The only delay is for the meters to be numbered for citation purposes, as they will be enforced by meter number.

### ***House Checks during Holidays***

**Chief Tarsa** wishes all a Merry Christmas and Happy New Year, and reminds the public that the Police Department does house checks upon request for those traveling. He emphasizes that if leaving home, don't put it on Facebook or other social media that you are gone, secure your home and leave some lights on. He also advises people to travel safely and follow speed limits.

### **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 responded to a request regarding an auto sales license and reviewed researched and provided an opinion to the Library's Service Therapy Animal Policy.

**Chairman Harrington** advised that he and Interim Town Administrator Cesan had requested Town Counsel to create a Service Therapy Animal Policy consistent with the ADA for all Town buildings. He advised they did not know about the policy at the Library until it was in the newspaper, and they are getting it straightened out.

### **ANNOUNCEMENTS**

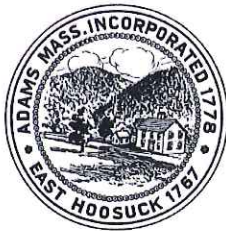
#### ***Park Street Improvement Project Public Meeting***

On December 18, 2014 there will be a Public Meeting at Town Hall Select Board Room at 6:00 p.m. The engineer and contractor and others responsible for the project will attend to answer questions and give an update. The Project is not complete; some components cannot happen yet, and some components need to be done in the spring.

#### ***Clearing Sidewalks***

Residents with sidewalks in front of their property are responsible to clear sidewalks; youths in area may be interested in doing it for a few dollars.





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### *Last Meeting of the Year*

There are no more scheduled meetings for rest of year unless an emergency comes up. The next meeting is scheduled for January 7, 2015.

### APPROVALS

#### *Auto Sales License 2015*

**Maple Grove Equipment, Inc.** has requested an auto sales license renewal for 2015 for campers.

*Motion by Vice Chairman Blanchard to approve the auto sales license for Maple Grove Equipment, Inc.*

*Second by Member Snoonian*

*Unanimous vote*

*Motion passed*

#### *Common Victualer 2015*

Common Victualer license applications were received by **Izzy's Diner**, **Angelina's**, and **Dunkin Donuts**

*Motion made by Member Nowak to approve the 2015 Common Victualer Licenses for Izzy's Diner, Angelina's, and Dunkin Donuts*

*Second by Vice Chairman Blanchard*

*Unanimous vote*

*Motion passed*

**Chairman Harrington** read a memo from the Select Board Administrative Assistant regarding unreturned license applications. To date those that have not returned licensing paperwork are **Belle Victorian**, **Mt. Greylock Inn**, and the **Topia Inn**. The memo indicated that due to owners of the Topia Inn being out of the country, Interim Town Administrator Cesan had suggested waiting until January 31, 2015 before taking action on the license, as they may not have received the renewal paperwork prior to their departure.

Establishments are requested to complete all outstanding items by **4pm on December 30, 2014**. Establishments who have not paid licensing fees and taxes to both Commonwealth of Mass and Town of Adams by the close of Town Offices December 31, 2014 will not get their license. The Police Department will be given a list of those who did not complete requirements and at midnight on December 31<sup>st</sup> they will have to be closed. Hopefully there will be no businesses on the list.



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### ***Parking on Town Lots***

On Friend Street and behind old Alberts' Hardware there are spaces available for off-street parking during winter months for residents who do not have a place to park. The Town is working on this policy, which was discussed at the workshop meeting, and it is moving forward into a final design. The largest parking area would be on Friend Street, and the spaces would be numbered so residents could get a window sticker for a spot which is good for one year. The Town will incur an extra expense to keep the lot clean, so cars will need to be moved during snow removal. There will be rules and regulations and the Town is currently developing applications for people to use these stickered spaces. The stickers will be non-transferrable and must be taken off an old car if sold, as they will not transfer to a new person. These stickers should be ready by the beginning of the year. The Select Board will approve final regulations after Town Counsel reviews the policy so it can be finalized.

### ***Revised Drug and Alcohol Policy – Clerical Union***

**Chairman Harrington** advised the Town is working toward revised Drug and Alcohol Policy for all unions, but this is specifically affecting the drivers for the Council on Aging, who are part of the Clerical union. They have a new small bus in Pittsfield available and cannot get it until there is a new policy that everyone is in agreement with. The Drug and Alcohol Policy will be relatively uniform for all workers and Town Counsel will be involved to review the policy when it is ready.

### **OTHER BUSINESS**

*There was no other business discussed at this meeting.*

### **AGENDA ITEMS**

#### ***Woodland Designation***

**Member Nowak** said he would like the Federal Government involved in the Woodland Designation process, and requests Tom Matuszko come in to speak. Berkshire Regional Planning Commission would be helpful, give pros and cons and help to assess all sides before the Town makes any decisions. This would be a topic for a regular meeting to inform the public.

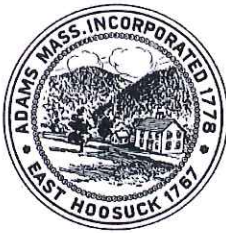
### **GOOD OF THE ORDER**

**Member Nowak** wishes everyone a joyous holiday season, and reminds everyone to be safe. He suggests when you leave to tell those you love that you love them.

**Vice Chairman Blanchard** wishes everyone a happy holiday season.

**Member Snoonian** reminds those traveling to be safe and wishes all a Merry Christmas.





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**Chairman Harrington** wished the Town employees and Townspeople a happy Christmas and acknowledged that Town staff had a nice gathering today with lots of good food. He reminds the Townspeople that Adams is a beautiful town and will have more snow, but there are sidewalks that will need to be shoveled and no parking on streets during snowstorms, so if there is someone near you who has difficulty getting out, help them to shovel out or bring them a cup of coffee.

### EXECUTIVE SESSION

*There was no executive session at this meeting*

### ADJOURNMENT

*Motion to adjourn made by Member Snoonian*

*Second by Vice Chairman Blanchard*

*Unanimous vote*

*Motion passed*

*Meeting Adjourned at 8:05 pm*

Respectfully Submitted by Deborah J. Dunlap,  
Recording Secretary.

*Joseph Nowak*  
\_\_\_\_\_  
Joseph Nowak, Member

*Jeffrey Snoonian*  
\_\_\_\_\_  
Jeffrey Snoonian, Member

*John Duval*  
\_\_\_\_\_  
John Duval, Member

*Richard Blanchard*  
\_\_\_\_\_  
Richard Blanchard, Vice Chairman

*Arthur Harrington*  
\_\_\_\_\_  
Arthur Harrington, Chairman