

# TOWN OF ADAMS

## SELECT BOARD MEETING MINUTES

WEDNESDAY, August 19, 2015 – 7:00 PM  
TOWN HALL MEETING ROOM, 1<sup>st</sup> FLOOR, ADAMS, MA 01220

On the above date the **Board of Selectmen** and held a regular meeting at the **Adams Town Hall**. **Chairman Blanchard** presided the meeting. Present were **Vice Chairman Snoonian**, Members **Joseph Nowak**, **John Duval**, and **Arthur Harrington**. Also in attendance were **Town Administrator Tony Mazzucco** and **Town Counsel, Ed St. John III**.

*The Select Board Meeting was called to order by Chairman Blanchard at 7:00 p.m.*

*The Pledge of Allegiance was recited.*

### READING OF THE MINUTES

- August 5, 2015
- August 12, 2015

*Motion made by Vice Chairman Snoonian to waive reading and approve minutes for August 5, 2015 as written*

*Second by Member Duval*

*Unanimous vote*

*Motion Passed*

*Motion made by Vice Chairman Snoonian to waive reading and approve minutes for August 12, 2015 as written*

*Second by Member Harrington*

*Abstention by Member Duval*

*Voted in favor: Chairman Blanchard, Vice Chairman Snoonian, and Members Nowak and Harrington*  
*Motion Passed*

### PUBLIC COMMENT

#### *Great Chair Auction and More*

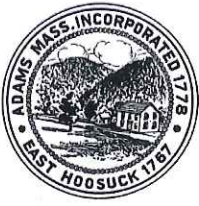
**Francie Anne Riley** updated the Board about the *Great Chair Auction and More* which will be held on Sunday, October 18<sup>th</sup>, 2015. It is not too late for people to participate and those interested should call the *Youth Center* soon at 743-3550 to get more information about donations or painting. The program is being put together so contact them quickly. Items may be viewed at the auction website at [www.32auctions.com/greatchairauction](http://www.32auctions.com/greatchairauction)

#### *Summer Events*

**Kelly Rice** of the *Adams Events Planning Committee* gave the Board an update on events this summer. There were six concerts and four movies scheduled this summer. The **Annual Street Fair** was a success, along with the **Pedal and Plod** and the *Historical Society's* event held in Town Hall on the **Past life of Town Hall** which was both interesting and well attended. **Cruz Night** was cancelled but *Champagne Jam* played at the Town Common. There are still events forthcoming, including **Bike night** on Saturday Sept 26<sup>th</sup>, **The Ramble** on Monday, October 12<sup>th</sup>, and the **Tree Lighting Ceremony** in November.

**Town Administrator Mazzucco** praised **Kelly Rice**, **Haley Meczywor** and the *Events Committee* for the work they are doing to put on great community events and drawing people from outside the community.

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## TOWN OF ADAMS SELECT BOARD MEETING MINUTES

### OLD BUSINESS

#### **Signage at Visitors Center**

**Chairman Blanchard** reviewed the parameters of the "*No Trespassing between the hours of 9:00 p.m. and 5:00 a.m.*" signs proposed to be placed at the Adams Visitors Center, as discussed last week.

**Member Nowak** advised though he did not see vandalism when viewing the property, there were cigarette butts and perhaps an ashtray should be placed there. He advised the Police Department should be more communicative than combative with teens, which is important for community policing. He explained that he did not believe the signs are really needed.

Discussion between members ensued. It was stated that there didn't appear to be a lot of vandalism, but kids don't need that location to hang out, and if it helps the Police Department, who requested the signage, it will keep it a safe place for children. Members noted that if the Police Chief needs the signs to help keep the Town safe, he should have the ability to do so and just keep the Select Board informed as signs go up. This scenario will likely be revisited in the future at the Train Station on Hoosac Street.

*Motion made by Vice Chairman Snoonian to allow Chief Tarsa to put up whatever signs necessary to keep vandalism from happening at the Visitors Center*

*Second by Member Harrington*

*Voted in Favor: Chairman Blanchard, Vice Chairman Snoonian, and Members Duval and Harrington*

*Voted in Opposition: Member Nowak*

*Motion passed*

### NEW BUSINESS

#### **Northern Berkshire Solid Waste Management**

**Ed Driscoll** was unable to attend and needed to reschedule for a future date

#### **Ratification of Part Time Financial Assistant II, Office of the Assessor**

**Town Administrator Mazzucco** advised pending ratification of the position by the Select Board this concludes the hiring for second part-time *Financial Assistant II* position for the Assessor's Office. **Susan King** has been interviewed and selected to fill the second 18-hour part-time position beginning within the next couple weeks, at a rate of \$16.43 per hour.

*Motion made by Vice Chairman Snoonian to ratify Susan King for the Part-Time Financial Assistant II Position in the Office of the Assessor*

*Second by Member Duval*

*Unanimous vote*

*Motion passed*

#### **Common Victualer License Application**

**Pizza Jim's** submitted an application for a Common Victualer License. All paperwork was submitted in order and the fee was paid.





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*Motion made by Member Harrington to approve the Common Victualer License for Pizza Jim's*  
*Second by Vice Chairman Snoonian*  
*Unanimous vote*  
*Motion passed*

### **Common Victualer – JB's Broasted Chicken**

**JB's Broasted Chicken** has been sent letters, and has signed for the documents by certified mail but has not yet responded to submit their *Common Victualer* application for a license as required by law.

Discussion ensued regarding the complications faced with *Common Victualer Licenses*, and what implications there are for not having a *Common Victualer License*. The Town will look at fees again in the fall, as the *Common Victualer License* is \$10.00 and the amount of time and energy expended is more staff and Town Counsel time.

**Town Administrator Mazzucco** is looking at all of the permitting and licensing processes, and almost all permits and licenses go through the Building and Zoning Departments, or the Board of Health. These licenses go through the Select Board so it is possible for a business to miss this license in the process. This is the last *Common Victualer License* that is being caught up; one business went 50 years without one that the Town recently updated. The State gave the Town a list of businesses registered as food service retail operations and the Town hopes to use this annual list as a check list.

Members and the Town Administrator discussed whether the Common Victualer License is worth pursuing any longer. There is no inspection involved for a Common Victualer license, and if other license requirements require inspections, it would be prudent to have it identified as needing a *Common Victualer License*. Out of fairness to all businesses in this line of work *JB's Broasted Chicken* should be required like the other businesses to be licensed as well.

**Town Administrator Mazzucco** will work with Town Counsel to reach out to the State to see whether it is required by law. This type of license is antiquated and may not be needed any longer.

### ***One Day Liquor License***

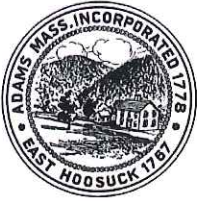
**Bounti-Fare** applied for a *One Day Liquor License* to provide beverages for the *WYKYD* Concert on August 23, 2015 at the Visitors Center. There will be two police officers needed at the event. All paperwork and insurance is in order.

*Motion made by Member Harrington to approve the One Day Liquor License for Bounti-Fare on August 23, 2015*  
*Second by Member Duval*  
*Unanimous vote*  
*Motion passed*

### ***New Officers Application for Forest Park Country Club***

All New Officers Update paperwork for the *Forest Park Country Club* was successfully completed and submitted to the ABCC.

*Motion made to approve the New Updated Liquor License by Vice Chairman Snoonian*  
*Second by Member Nowak*  
*Unanimous vote*  
*Motion passed*



## TOWN OF ADAMS SELECT BOARD MEETING MINUTES

### *Used Vehicle Warranty Law*

**Chairman Blanchard** advised the Board about the new *Used Vehicle Sales and Warranty Laws*. He advised the public that a letter will be coming out to local used car dealers to be sure they are aware of the new laws.

### *Facility Use Request – BART School*

**BART School** requested use of *Valley Street Field* from August 10<sup>th</sup> through November 13<sup>th</sup> from 3:45 to 5:00 p.m. for soccer practice. Insurance will be updated if the request is approved.

*Motion made by Member Harrington to approve the use of Valley Street Field for the dates and times listed by BART School pending the update of insurance documents*

*Second by Member Duval*

*Unanimous vote*

*Motion passed*

### *Facility Use Request – BART School*

**BART School** requested the use of *Russell Field* from August 24, 2015 through June 17, 2016 from 8:00 a.m. to 3:30 p.m. for school fitness classes

*Motion made by Member Harrington to approve the use of Russell Field for the dates and times listed by BART School pending the update of insurance documents*

*Second by Member Nowak*

*Unanimous vote*

*Motion passed*

### *Facility Use Request by HVHS for Renfrew Field*

**Hoosac Valley High School** requested use of *Renfrew Field* for football and soccer games on September 11, 2015, September 24, 2015, October 6, 2015 and October 22, 2015 from 3:00 to 9:00 p.m. No conversation was had regarding payment for use of the lights.

*Motion made by Vice Chairman Snoonian to approve the use of Renfrew Field by Hoosac Valley High School on the dates and times listed*

*Second by Member Duval*

*Unanimous vote*

*Motion passed*

## SUBCOMMITTEE/LIAISON REPORTS

### *Parks Commission*

**Member Nowak** arrived late at the Parks Commission meeting and missed the discussion on the *BART Charter School* use of fields.

**Chairman Blanchard** advised the meeting went very well and confusion was cleared up. BART keeps the area clean, as well as the trail to field by picking up trash and putting out bags for dog waste.

The Parks Commission should be careful about placing fee requirements for certain groups, and if they wish to impose fees they need to make a recommendation to the Board. There will be an old meter at *Russell Street Field* to collect donations to show the Town is working on ways to subsidize the costs of the fields.





## TOWN OF ADAMS SELECT BOARD MEETING MINUTES

### ***Berkshire County Metropolitan Planning Organization***

**Member Duval** advised the 2016 – 2019 County Transportation Plan was sent out by the Administrative Assistant to Board Members and he will address questions about it at a future meeting.

### **ADMINISTRATOR'S REPORT**

#### ***Finance Committee and Select Board Workshop***

Tuesday, August 25th at 6:30 p.m. at BART School a joint Workshop with the Finance Committee and the Select Board will take place. The topic is School Finance. Jim Brosnan, Kristen Gordon, and Julia Bowen will give a joint presentation. Those interested are invited to come and learn about School Finance and the differences and interplays between the schools.

#### ***Select Board Workshop***

Wednesday, August 26<sup>th</sup> at 7:00 p.m. there will be a Select Board Workshop at Town Hall. Sandy Totter of the *Northern Berkshire Solid Waste District* will attend to begin conversation about the *Recycling Center*. The Chairman of the *Board of Health* and Ed Driscoll of the *Ad Hoc Committee on Solid Waste* are also invited. The goal is to offset costs and maintain recycling service with revenue from solid waste.

#### ***Community Dialogue at Hoosac Valley High School***

Thursday, August 27<sup>th</sup> there will be a *Community Dialogue* at Hoosac Valley High School with *Adams-Cheshire Regional School District (ACRSD)*, Lanesboro and Williamstown. Adams-Cheshire School District will be putting on a presentation.

#### ***Select Board Upcoming Workshop***

**Town Administrator Mazzucco** announced that on Sept 9<sup>th</sup> the Board will meet at the DPW Garage where they will go over *Chapter 90 Funds*, tour both the DPW Garage and the Salt Shed buildings and have the fleet lined up for review and discussion. DPW Director Joe Bettis will have a Chapter 90 presentation and information available on a transportation program. He will have a table set up in the middle of the garage for the Board.

#### ***Social Event***

*Bishop Real Estate* will have a Social Event for the Board from 5:00 to 7:00 pm tomorrow

#### ***Strategic Planning Process***

September 12<sup>th</sup> will be first session for the *Strategic Planning Process* for Town of Adams 9:00 a.m. (\*corrected time) at Hoosac Valley High School and the public is encouraged to attend to be part of the public, community process. There will be 4 to 6 sessions, roughly one per month and the Town will be working with a consulting group, the Collins Center from UMASS Boston, who will facilitate the process. Postcards and flyers will be sent out and it will be advertised on social media and on the Town Calendar.

### **TOWN COUNSEL REPORT**

**Town Counsel St. John III** advised he continued working on easements for the Rail Trail Extension Project, provided legal assistance for a potential litigation issue and attended housing court this morning on behalf of the Board of Health. He advised he researched and provided a response on procurement law issues, and attended a meeting concerning the *National Grid Activities and Use Limitations Agreement (AUL)* for Memorial Park.



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The Town is very close to finishing the work on the easements. There will need to be a meeting at the end of the month to finalize and approve the easements and get them to the State to be out to bid in early September. If the Town was delayed a couple days it may not be a big issue, but if the Town was not ready to go forward the funds may no longer be accessible.

Town Counsel attending Housing Court is an example of something the Board of Health that used to do with outside counsel for additional funds that Town Counsel is now able to do for the Town at no additional cost.

### ANNOUNCEMENTS AND GOOD OF THE ORDER

#### ***BART New Construction***

**Member Nowak** had a tour of the new addition at BART and the contractor did a nice job fusing the existing building with the new building.

#### ***Transparency***

**Member Nowak** thanked *Town Administrator Mazzucco* for the openness and clarity that the Town is giving the public and invitations to attend important meetings. He advised people are grateful for being giving a voice to their opinions and knowledge about what is going on.

#### ***Excessive Heat Concerns***

**Member Nowak** advised citizens that the elderly and very young children are affected by the high heat, which should be ending in a few days, but to check in on the elderly as it is taking its toll on them.

#### ***School Bus Safety***

**Vice Chairman Snoonian** noted that this is the last regular meeting before school starts and reminded the public of safety around the school buses.

#### ***Bike Rentals***

**Vice Chairman Snoonian** advised the bike rental business downtown is coming back next year and was so successful they may open a second shop in North Adams if the Bike Trail is extended.

#### ***School Finance Misunderstandings***

**Vice Chairman Snoonian** advised one of the biggest complaints he hears is a misunderstanding of school finance. There is a meeting next week to explain the mechanics of how schools get financed, and he urged the public to attend it at BART School, 6:30 p.m. on Tuesday, August 25th

#### ***Adams Farmers & Artisans Market***

**Member Harrington** advised he has had the pleasure of being part of running the Adams Farmers & Artisans Market this year.

#### ***Visitors Center Hours***

**Member Harrington** advised there was a misprint in the media and clarified that the Visitors Center is open every day from 9:00 a.m. to 4:30 p.m. He also thanked the volunteers for maintaining the flowers and shrubs at the Visitors Center.





## TOWN OF ADAMS SELECT BOARD MEETING MINUTES

### ***Park Street Project Completion***

**Member Harrington** advised that the *Park Street Project* is done but there is a bollard missing and cones where the bolts come up. He inquired when it will be fixed, and if arrows will be put where crosswalks are, or if the signs will be bolted onto the posts.

**Vice Chairman Snoonian** updated that the bollard is being fixed and cones are placed to cover the bolts but people keep taking the cones.

### ***Bike Lane Use***

**Member Harrington** noted that there is a beautiful bike lane now on Park Street but people are riding bicycles on the sidewalks. He reminded people to use the correct lanes.

### ***Staff Picnic***

**Town Administrator Mazzucco** reminded Board Members of the *Town Staff Picnic* on Thursday, August 27<sup>th</sup> at noon.

### ***Crosswalks***

**Town Administrator Mazzucco** advised the crosswalks will be painted before school starts. The DPW has started painting and has spent some time replacing catch basins, which take time to dig out. This week the DPW was at Plunkett repairing the back steps to save the cost of bringing in another vendor.

### ***Tree Trimming***

**Member Duval** advised that on *Power Street* and *Upper Leonard Road* tree branches are growing into the road, and vehicles are hitting them. The DPW takes care of this and will look into those locations.

### ***Police Car and DPW Truck***

**Town Administrator Mazzucco** updated that the Police Cruiser will be shipped soon, and the DPW Truck will arrive closer to the winter season. The Town had to place the order at the start of the fiscal year, which causes a backlog for the vendor.

### ***Executive Session #1***

**#6 - To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body;**

**Motion made by Vice Chairman Snoonian to enter into Executive Session #1 for Reason #6**

**Second by Member Harrington**

**Roll Call Vote: Chairman Blanchard, Vice Chairman Snoonian, and Members Duval, Nowak, and Harrington**

**Unanimous vote**

**Motion passed**

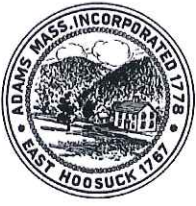
**Motion made by Member Harrington to exit Executive Session #1**

**Second by Member Duval**

**Roll Call Vote: Chairman Blanchard, Vice Chairman Snoonian, and Members Duval, Nowak, and Harrington**

**Unanimous vote**

**Motion passed**



## TOWN OF ADAMS SELECT BOARD MEETING MINUTES

### *Executive Session #2*

*#3 - To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares;*

*Motion made by Vice Chairman Snoonian to enter into the Second Executive Session for Reason #3  
Second by Member Harrington*

*Roll Call Vote: Chairman Blanchard, Vice Chairman Snoonian, and Members Duval, Nowak and Harrington*

*Unanimous vote*

*Motion passed*

*Motion made by Vice Chairman Snoonian to exit the Second Executive Session  
Second by Member Harrington*

*Roll Call Vote: Chairman Blanchard, Vice Chairman Snoonian, and Members Duval, Nowak and Harrington*

*Unanimous vote*

*Motion passed*

### ADJOURNMENT

*Meeting Adjournment by Select Board*

*Motion made by Vice Chairman Snoonian to adjourn*

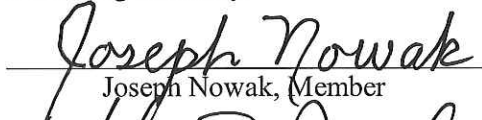
*Second by Member Harrington*


*Unanimous vote*

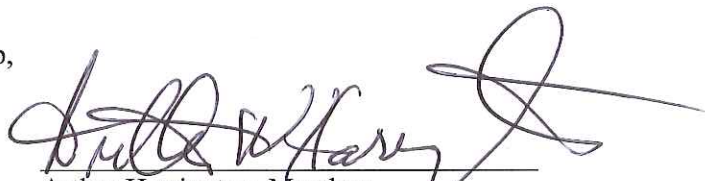
*Motion passed*

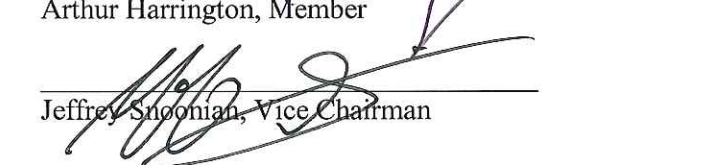
*Meeting adjourned at 8:27 p.m.*

Respectfully Submitted by Deborah J. Dunlap,  
Recording Secretary.

  
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Joseph Nowak, Member

  
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John Duval, Member

  
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Arthur Harrington, Member

  
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Jeffrey Snoonian, Vice Chairman

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Richard Blanchard, Chairman