



# TOWN OF ADAMS

## BOARD OF SELECTMEN WORKSHOP MINUTES

WEDNESDAY, November 18, 2015 – 7:00 PM  
MAHOGANY ROOM, 1<sup>st</sup> FLOOR, ADAMS, MA 01220

On the above date the **Board of Selectmen** and held a meeting at the **Adams Town Hall** at 7:00 p.m.

**Chairman Richard Blanchard** presided the meeting. Present were **Vice Chairman Jeffrey Snoonian**, **Members Joseph Nowak, John Duval** and **Arthur Harrington**. Also in attendance were **Town Administrator, Tony Mazzucco** and **Town Counsel Edmund St. John III**.

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

*The Pledge of Allegiance was recited.*

### READING OF MINUTES

November 4, 2015

*Motion made by Member Harrington to waive reading the November 4, 2015 minutes and approve as printed*

*Second by Member Nowak*

*Abstentions by Vice Chairman Snoonian and Member Duval*

*Voted in favor were Chairman Blanchard, Members Nowak and Harrington*

### PUBLIC COMMENT

#### *Collection for Homeless Veterans*

**Jeff Lefebvre** advised he is again collecting for veterans in need, and gave a list of the items that are needed. A collection box will be located in Town Hall.

*A consensus of the Board was reached to utilize Town Hall as a drop off location for the donations.*

#### *Community Development Block Grant Projects*

**Jeff Lefebvre** inquired what the status was for Community Development Block Grant projects.

An accurate list of projects is being compiled between the Community Development and Town Administrator's offices.

#### *Roundabout Project*

**Jeff Lefebvre** advised the Board there are complaints about having a telephone pole in the middle of the Roundabout.

This was looked into in the past and would cost \$380,000 to put the wiring underground. Grant money cannot be used for this as it would be considered a betterment of the utility and would have to come out of the Town budget, which is not equipped to handle this cost. It could be moved onto the roadway with abutter approval.

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CLERK



## TOWN OF ADAMS BOARD OF SELECTMEN WORKSHOP MINUTES

### ***Adams Arts Advisory Board Update***

**Francie Anne Riley** of *Arts Advisory Board* gave an update of their November meeting. She invited those interested to get more information through [artsinadams@gmail.com](mailto:artsinadams@gmail.com) or through the *Adams Arts Advisory Board* facebook page. A pop-up window project is underway and there is one completed window in the Mausert Block this week. There was a Victory Street Public Art Project of a vinyl banner at 18 Victory Street, across from the PNA and chronicles the history after which Victory Street was named. The Board promotes local artists and their work, and has a strong art presence in Town.

### ***Change of Manager Application – Mt. Club***

**Richard Ziarnik** has been appointed as the new Manager by consensus of the Board of *Mt. Club*.

***Motion made by Vice Chairman Snoonian to approve Richard Ziarnik as the new manager of Gebirgs Verein, replacing Charles Massaconi***

***Second by Member Nowak***

***Unanimous vote***

***Motion passed***

### ***Licensing Strategy – ABCC***

A short survey regarding electronic filing was sent by the ABCC for response by the Board. An email from Ryan Melville of the ABCC was read to outline upcoming changes, which include the local board maintaining control over licenses collecting fees and documents.

***Consensus was reached by the Board to have Member Harrington work with the Administrative Assistant on behalf of the Board to complete the survey.***

Discussion ensued regarding the recent requirement of Clubs to update officers, but it is not clear that the ABCC has equally required all municipalities and clubs across the Commonwealth to fulfill this obligation. A concern was expressed that as Adams is coming into compliance some clubs are paying the fee and updating paperwork but others around the county and the Commonwealth are not. A workshop on this topic was recommended for the future.

### ***Facility Use Request – Summer Street***

Summer Street was requested to be utilized on Thanksgiving Day for the annual 5K Turkey Trot, contingent upon Chief Tarsa's approval. The Police Department and the Forest Wardens will be helping with traffic. 250 to 300 runners are expected.

***Motion made by Member Harrington to approve the use of Summer Street for the Turkey Trot on Thanksgiving Day***

***Second by Member Nowak***

***Unanimous vote***

***Motion passed***

### ***Facility Use Request – Visitors Center***

The Board of Health has requested use of the Visitors Center on March 16, 2016 from 5 to 8pm for a meeting.





## TOWN OF ADAMS BOARD OF SELECTMEN WORKSHOP MINUTES

*Motion made by Vice Chairman Snoonian to approve the use of the Visitors Center on March 16, 2016 from 5 to 8 pm*

*Second by Member Duval*

*Unanimous vote*

*Motion passed*

### *Facility Use Request – Visitors Center*

A Beekeeping Seminar will take place on January 17, 2016 from 12:00 to 3:30 p.m. in the Visitors Center pending Board approval.

*Motion made by Member Nowak to approve use of the Visitors Center on January 17<sup>th</sup>, 2016 from 12:00 p.m. to 3:30 p.m. by the Northern Berkshire Beekeeper's Association*

*Second by Member Harrington*

*Unanimous vote*

*Motion passed*

### *Dispatch Regionalization Report*

An overview was given to the Board regarding an updated report on dispatch regionalization that was received from the consultant. The report recommends joining Berkshire County Sheriff's Dispatch and indicates no concern with transferring services or diminishment of public safety to the community. The Commonwealth of Massachusetts pays through the local tax on cell phone bills for regional dispatch centers and the cost of the conversion. The amount Adams currently spends on dispatch services was discussed, and also the amount of direct savings to the Town by implementing the transition as recommended. Over the next ten years, the Town would save over \$1.5 Million. A workshop in December with a public Q&A was recommended, and a future board meeting to decide whether to ratify this recommendation. The consultant's report will be posted on the Town's website as soon as possible. The public was encouraged to attend the Q&A Workshop.

*Consensus was reached by the Board Members to schedule a workshop on December 9<sup>th</sup> at the Visitors Center for a Q & A with the public.*

### *DPW Interim Staffing*

DPW Director Joe Bettis is leaving and an update was given to the Board on an interim staffing plan. A formal appointment will be presented to the Board at the next meeting.

### *Town Holidays*

The Board was requested to authorize non-represented employees to have day after Thanksgiving and Christmas Eve off. The Town Administrator and Department Heads are working together to make changes to the personnel policy.

*Motion made by Member Harrington to approve both requests*

*Second by Member Duval*

*Unanimous vote*

*Motion passed*



## TOWN OF ADAMS BOARD OF SELECTMEN WORKSHOP MINUTES

### ***Renfrew/Kearns Lane Parking Permits***

The parking permit process was reviewed briefly. If approved, the permit process would begin Friday, with the funds going into the parking meter fund. Conditions of the permits and parking hours and seasons were discussed at length. The Visitors Center lot could be considered for overnight parking if needed. *Kearns Lane* stickers would be \$100 for year-round parking and *Renfrew Field* \$50 for winter only.

***Motion made by Member Harrington to start the parking permit process at Renfrew Field and Kearns Lane parking lot as proposed; \$100 for Kearns Lane and \$50 for Renfrew Field lots***

***Second by Vice Chairman Snoonian***

***Unanimous vote***

***Motion passed***

### **Subcommittee Liaison Reports**

#### ***Parks Commission***

**Member Nowak** attended the *Parks Commission* meeting and gave a brief overview of the discussion on a percentage based fee schedule and concern on the status of the Memorial School gymnasium air quality.

#### ***Cemetery Commission***

**Member Nowak** attended the *Cemetery Commission* meeting and updated on the discussion of fee structure of the prices of cremation and interment by coffin.

#### ***School Committee***

**Member Nowak** updated the Board on the *School Committee* meeting where the role of the Elementary Coordinator was discussed, a conference for teachers to learn different disciplinary actions was reviewed, and it was noted that roof work on C.T. Plunkett and Cheshire Schools are needed.

#### ***Berkshire Scenic Railway***

**Member Nowak** advised that the delay in the *Berkshire Scenic Railway* appears to be that Pan Am and Mass DOT now need approval from the *Federal Surface Transportation Commission*, which meets four times a year, in order to continue operation.

#### ***Mohawk Trail Woodlands Project***

**Member Nowak** informed the Board of the regional meetings of the *Mohawk Trail Woodlands Project*. BRPC representative Tom Matuszko gave an overview of the final draft, and will come to the Board of Selectmen to see if Adams wants to opt into the program.

#### ***Metropolitan Planning Organization***

**Member Duval** advised the next meeting of the MPO will be held in December, and expressed concern about the completion of the rail tracks to Hoosac Street because the labor cost has not been identified. By the time the work will be completed another season will be lost, so MassDOT may be contacted to see if they can find funding to get work started before July 2016.





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### ***Ashuwillticook Rail Trail***

**Member Duval** updated the Board that work continues toward Hodges Cross Roads and there is repaving from Route 8 by *Kiddyland Child Center* in a three-part project. Last year funding was not awarded, and if funding is awarded 25% of engineering must be completed. This would amount to approximately \$200,000 from Adams to get the project going.

### ***Mass Department of Transportation Open House***

**Vice Chairman Snoonian** advised that *Mass DOT* had an Open House for *District 1*, at which the positive economic impact on Adams by bringing train right to Hoosac Street was discussed.

### ***Berkshire Regional Transit Authority***

**Vice Chairman Snoonian** advised BRTA is sending out a three-year contract to bid.

### ***Berkshire Public Health Alliance***

**Member Harrington** updated the Board on a new grant to provide online permitting and inspection material which dovetails with the Town's current building inspection online permitting software. The Adams Board of Health will make a formal request and an assessment of the needs of the community will be made in 2016. This free service will allow the Building Commissioner and Code Enforcement Officer to both access data they need, reduce costs, and make the permitting process more efficient. Food inspectors will be using the same FDA forms through this process, which will become a standard across the country.

### **Town Administrator Report**

#### ***Review of Executive Agency Regulations***

Tuesday at 11:00 a.m. in Springfield there will be a municipal meeting held by the Governor's office.

#### ***Public Art***

The *Adams Arts Advisory Board* has assembled a public art project on Victory Street, and Board Members and the public were encouraged to go see it.

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

The fourth Strategic Planning Session went well. The information will be combined into a semi-final document for the Board's review. One more public session will be held before a formal written report will be prepared and submitted for approval.

#### ***Ad Hoc Solid Waste***

An *Ad Hoc Solid Waste* meeting was held and discussion covered whether or not Adams can take solid waste at the landfill. Sandy Totter got representatives from the Department of Environmental Protection (DEP) to the site and there are no anticipated issues with permitting for getting a compactor. The Town will look at grant options from the State for the compactor.

#### ***USDA***

A meeting was held with the *USDA Rural Development* to explore grant programs and opportunities for a variety of projects and the Town hopes to tap into that resource to get projects done.



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### ***Economic Development Commission***

The subcommittees of the *Economic Development Commission* have started meeting, and meetings are being scheduled around the holidays.

### ***East Street RFP***

The Request for Proposal (RFP) for the East Street is out and tomorrow there will be a walkthrough at 11:00 a.m.

### ***Trash on Summer Street***

Coordination has begun with the *Board of Health* and trash removal has begun. The Town could have it removed and assess a lien but needs to be cautious about utilizing that process.

### **Town Counsel Report**

Town Counsel St. John III reported that he provided advice on a nuisance condition on private property. He reported he had provided advice regarding the use of an ice rink, he reviewed a contract submitted by the Town Administrator and reviewed an appeal from the appeals court.

### **Announcements and Good of the Order**

#### ***Hoosac Valley Sports Team***

**Member Nowak** wished Hoosac Valley good luck on Saturday for the tournament in Leominster.

#### ***Letter to the Editor***

**Member Nowak** read a Letter to the Editor on November 16<sup>th</sup> regarding the Blue Seal Grain Elevator being a "diamond in the rough" recommending restoration by Ed Stevens of Pittsfield.

#### ***Letter Received***

**Member Nowak** received a letter on Oct 23<sup>rd</sup> by 24 year old James Demastrie regarding the reason people are leaving the area.

#### ***New Vehicle Status***

The DPW truck is coming soon, and the cruiser got delayed due to a snafu but the Town should have both by end of the year. One vehicle had to be taken off the fleet because outlived its life cycle.

#### ***Collins Center***

The Collins Center is the consultant for the Strategic Plan process. They are doing a Capital Plan project for North Adams, and guide communities through Charter reviews, which take on average 18 to 22 months to complete before approval process with legislature.

#### ***Financial Review***

The *Division of Local Services* (DLS) has been contacted to schedule a financial review of the Town. They have been contacted and financial management reviews they have done for other communities can be viewed on their website. They will provide metrics that Board can review periodically.





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### *Donation of Christmas Tree*

Board Members expressed thanks to the person that donated the beautiful Christmas Tree for the Town of Adams. The Tree Lighting will be held on November 29<sup>th</sup>.

Board Members wished everyone a Happy Thanksgiving.

### *Motion made by Member Duval to adjourn*

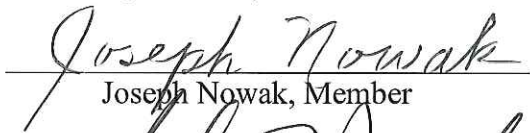
*Second by Vice Chairman Snoonian*

*Unanimous vote*

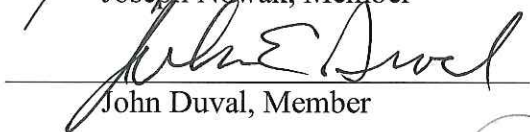
*Motion passed*

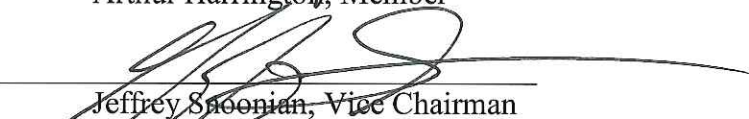
*The meeting of the Board of Selectmen adjourned at 8:56 p.m.*

Respectfully Submitted by Deborah J. Dunlap,  
Recording Secretary

  
Joseph Nowak, Member

  
Arthur Harrington, Member

  
John Duval, Member

  
Jeffrey Snoonian, Vice Chairman

  
Richard Blanchard, Chairman