



# TOWN OF ADAMS

## BOARD OF SELECTMEN WORKSHOP MINUTES

WEDNESDAY, December 2, 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, Arthur Harrington and John Duval**. Also in attendance was **Town Administrator, Tony Mazzucco**, and **Town Counsel, Ed 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

- *Meeting Minutes, October 7, 2015*

**Member Nowak** advised there was an error on page 13, and would be correct if the first sentence was redacted.

*Motion made by Member Nowak to waive reading the October 7, 2015 minutes and to approve them with amendment mentioned*

*Second by Member Duval*

*Unanimous vote*

*Motion passed*

### PUBLIC COMMENT

#### *Adams Cheshire Regional School District*

**Jeff Lefebvre** noted that **Kristen Gordon** attended **Maple Grove Civic Club** and she mentioned there was a large deficit in the budget. He inquired if the **Board Members** had been speaking with her about it.

The **Town Administrator** and the **Board of Selectmen Liaison** advised they are working with the **School** and that the **School District** is aware of the situation they and the **Town** are in.

#### *Homeless Veterans*

**Jeff Lefebvre** announced items that can be dropped off at **Town Hall** as donations for the **Homeless Veterans** and he can be reached at 743-5175 with inquiries.

#### *Hoosac Valley High School and McCann Football*

**Jeff Lefebvre** commended both **Hoosac Valley High School** and **McCann football teams** for an excellent season.

#### *20 East Street*

**Jeff Lefebvre** inquired if anyone did walk-through on the **East Street property**.

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There were no walk-throughs and interest is likely in the property rather than the building.

### ***Memorial School***

**Jeff Lefebvre** inquired if a Request for Proposals (RFP) for Memorial School will be forthcoming.

The intention is to have this ready for late winter or early spring.

### ***Meal Tax Increase***

**Dennis Knapp** of 55 North Summer Street expressed frustration that in the hearing about the *Local Option Meal Tax* the increase was understood to not be on alcohol. He explained his bill from the State showed a separate line for alcohol. He emphasized that the fact it would be on alcohol as well as meals was not made clear to the business owners affected. Discussion ensued about the content of the meeting, and whether alcohol tax was included in the discussion.

### **NEW BUSINESS**

#### ***Appointment of Library Trustee***

**James Loughman**, Chairman of the *Board of Library Trustees*, submitted a letter recommending the appointment of **Anita Jamros** to the Library Board of Trustees to fill a vacancy.

***Motion made by Vice Chairman Snoonian to appoint Anita Jamros to Library Board of Trustees***

***Second by Member Harrington***

***Unanimous vote***

***Motion passed***

#### ***Dog License Fees***

A list of dog license fees was submitted by the Town Clerk for approval. There are no updates recommended for this year, but next year a fee increase will be expected.

***Motion made by Member Harrington to approve Dog License fees as presented by Town Clerk Haley Meczywor***

***Second by Member Snoonian***

***Unanimous vote***

***Motion passed***

#### ***Ratification of Department of Public Works Interim Director***

Dave Nuwallie has been appointed as the Interim DPW Director position pending ratification of the Board. Former DPW Director Joe Bettis has recently left and there is no short term plan to fill the Deputy Director position.

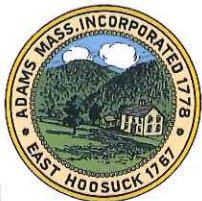
***Motion made by Member Duval to ratify appointment of Dave Nuwallie as Interim DPW Director***

***Second by Member Nowak***

***Unanimous Vote***

***Motion passed***





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### ***Ratification of Interim Director, Adams Free Library***

**Holli Jayko** has been appointed as Interim for the Director position pending ratification of the Board, until the position of Library Director is filled. Recruitment for that position is expected to start in January. The Town Administrator, a Department Head and two trustees will be on the appointment committee.

***Motion made by Member Harrington to ratify the appointment of Holli Jayko to the Interim Library Director of the Adams Free Library position until the Library Director position is filled***

***Second by Member Duval***

***Unanimous vote***

***Motion passed***

### ***Ratification of Department of Public Works Mechanic***

Pending ratification of the Board, **Adam Meczywor** has been appointed to the DPW Mechanic position to fill the spot left by John Schaffrick when he moved up to the Chief Mechanic position. This will bring the mechanic positions to full staffing.

***Motion made by Vice Chairman Snoonian to ratify Adam Meczywor to position of DPW Mechanic***

***Second by Member Harrington***

***Unanimous vote***

***Motion passed***

### ***Ratification of Temporary Library Aide, Adams Free Library***

Pending ratification of the Board, **Susan Szpila** has been appointed to the position of *Temporary Library Aide* for the Adams Free Library. There will be no library staffing plan until the Library Director position is filled, and this former employee will help fill the gaps as a Temporary Library Aide for a few months.

***Motion made by Vice Chairman Snoonian to ratify Susan Szpila as a Temporary Library Aide for 19 hours per week***

***Second by Member Harrington***

***Unanimous vote***

***Motion passed***

### ***Licensing***

- Auto Sales
- Common Victualer/Innholder
- Entertainment
- Off-Premises Alcohol
- On-Premises Alcohol
- Club, Change of Officers



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*Motion made by Member Harrington to approve all licenses pending payment of all taxes and fees, and completion of all paperwork*

*Second by Member Duval*

*Unanimous Vote*

*Motion passed*

### **SUBCOMMITTEE/LIAISON REPORTS**

#### ***Berkshire Regional Planning Commission***

**Member Duval** advised that BRPC is soliciting eligible projects for member communities to receive technical assistance through the 2016 District Local Technical Assistance (DLTA) program. Each community submits a form. The Town Administrator is working on one on behalf of the *Berkshire County Education Task Force* to get aid. Community Development Director Donna Cesan is working on the others. An overview will be given at the next meeting.

#### ***North Berkshire Regional Substance Abuse***

**Member Harrington** attended the meeting and the particular concern was with the youth. He is working with them to get factual information to give to the Board and the citizens to update them. People are working hard to come to resolutions, and hopefully a report will be available in January.

### **DEPARTMENT REPORTS**

#### ***Town Administrator's Report***

The November monthly sales report was issued by the *Town Assessor*, and shows all transactions are selling at, or above, assessed values. This is a good indication that the real estate market in town is starting to recover. These reports can be available monthly to the Board.

The Council on Aging 60+ *Community Holiday Party* will be held 4:00 to 7:00 p.m. on December 14<sup>th</sup> at the Bounti-Fare Restaurant. Tickets are \$12. Interim COA Director Barbara Proper is working to add Per Diem COA Van Drivers to the staff, and has been doing a great job in her position.

The DPW is completing roadwork, blacktop and patchwork before it snows. Leaves in the road are an issue, taking a lot of time, and presenting a large cost to the Town. Suggestions were to have a two-week period for the DPW leaf pickup for efficiency, or to get leaf bags for citizens to fill for DPW collection.

An agreement to purchase Net Metering Credits is being worked on to avoid having to enter into a 20-year agreement. The potential savings would be around \$20,000. The *Town of Oxford* is not able to use all of their surplus credits and may sell some of them on a one-year or three-year agreement to offset energy costs. The School District may be able to save significant money for the school district this way as well. The approval of the Municipal Power plan has taken place and we may be able to go out to the market. More information will be available soon.

***Town Hall will be closed January 26, 2016*** for Professional Development. There will be three separate trainings that day.





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The Community Development Department was monitored this week for its administration of the Town's FY13 Disaster Recovery Grant Funding under the CDBG. The review staff went over the Department's program files and general recordkeeping to be sure the Town followed the process carefully. A very positive review was received, finding no errors or shortcomings in the Town's grant administration, and the records were noted as being in excellent shape.

Community Development Staff will be submitting an application to the Environmental Protection Agency (EPA) under the Brownfields program to complete environmental assessment work for several properties along Route 8. Funding could be as high as \$500,000 if a grant is awarded. An up-to-date report will be gotten for the Board on the hazardous waste removal near the Redemption Center. The old James River Paper Company will be inquired about for hazardous waste and necessary cleanup.

The public comment period has concluded for the FY15 Community Development Block Grant Program and the environmental review record is complete. It has been submitted to DHCD to formally request the release of funds. Once reviewed and approved the documents the Town will be able to draw down the funds.

The *Arts Advisory Board* is working on a project, which came from discussions at the strategic planning sessions. Bob Armata and Mark Klein of the School District suggested putting 6 to 8 foot tall metal frames with interchangeable banners in areas around to celebrate the ethnic history identity. The cost reasonable, and site allocation is being worked on. The *Arts Advisory Board* has also been doing displays downtown and has already created the banner on Victory Street. It will be a great reason for people to come to Adams, see its history and see the community as a tourist destination. Art may be put in parks around town as a way to display public art, and if successful in tearing down properties over the next few years more small public parks may be created. A grant application was submitted to cover some of the cost, and they may be able to work with McCann students for welding. The *Arts Advisory Board* will be having monthly evening meetings after 2016 begins.

### ***Town Counsel Report***

**Town Counsel St. John III** reported he reviewed and provided comment concerning the minutes for the Mt. Club hearing minutes. He advised he received a notice of appeal and scheduled hearing before the *Alcoholic Beverages Control Commission* (ABCC), which will take place on February 17, 2016 in Boston, at which he will be there to represent the Town. The appeal is for Mt. Club to clear the record, and if it is stricken from the record the Town cannot levy a heftier penalty for the next offense. He also reported that he advised the Board of Health and the Town Administrator that an appeal which was made to the appeals court was dismissed by the appeals court.

### **ANNOUNCEMENTS & GOOD OF THE ORDER**

#### ***Adams Events Committee***

The Adams Events Committee is disbanding and will work with the Town Administrator and will meter events out to different people in town. The Tag Sale will be done by the Town Administrator's office. Holly Days may be taken on by the Board of Selectmen as an annual service project.



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Board Members expressed gratitude for the work the Events Committee has done and disappointment that they are disbanding.

### ***Staff Holiday Party***

The Staff Christmas Party on December 17<sup>th</sup> at Noon.

### ***Workshop Meeting***

There will be a Board of Selectmen Workshop Meeting at the Council on Aging for public questions regarding the Dispatch Regionalization process. The consultant will be there, as well as the Sheriff's Office. Information will be posted on the Town's website over the next day or so.

### ***Recycling Center***

There has been confusion about how many times citizens can bring leaves and tree limbs to the Transfer Center, and a public information sheet can be made available.

### **ADJOURNMENT**

*Motion made to adjourn by Member Harrington*

*Second by Member Duval*

*Unanimous Vote*

*Motion passed*

*The Board of Selectmen Meeting adjourned at 7:57 p.m.*

Respectfully Submitted by Deborah J. Dunlap,  
Recording Secretary

*Joseph Nowak*  
Joseph Nowak, Member

*Arthur W. Harrington*  
Arthur Harrington, Member

*John Duval*  
John Duval, Member

*Jeffrey Snodman*  
Jeffrey Snodman, Vice Chairman

*Richard Blanchard*  
Richard Blanchard, Chairman