



TOWN OF ADAMS

BOARD OF SELECTMEN MEETING MINUTES

WEDNESDAY, January 6, 2016 – 7:00 PM
ADAMS TOWN HALL, 1st 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, December 9, 2015*
- *Meeting Minutes, December 16, 2015*

Motion made by Vice Chairman Snoonian to waive reading the December 9, 2015 and December 16, 2015 minutes and to approve them as written

Second by Member Duval

Unanimous vote

Motion passed

PUBLIC COMMENT

Veterans Drive

Jeff Lefebvre informed the Board that there are eleven days left for the *Soldier On* drive for homeless veterans. Though the drive started slowly, it has now picked up and there have been four large loads of high quality items donated. For future donations, hats and gloves are needed foremost.

Dispatch Regionalization

Jeff Lefebvre expressed he had a concern about the elimination of dispatchers but he had met with the Town Administrator today and got more information.

Cemetery Flags

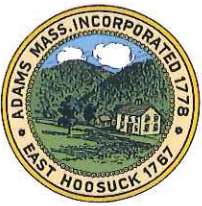
Jeff Lefebvre noted that the flags are up in the cemetery and he wanted to know when they are going to be taken down because it is disrespectful to the flag if it is buried under the snow and violates the federal government flag code law.

The Town Administrator will check with the DPW regarding the cemetery flags.

Adams Arts Advisory Board

Francie Anne Riley of the *Adams Arts Advisory Board* announced that evening meetings will begin monthly starting Tuesday, January 19th from 6:00 p.m. to 8:00 p.m.

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TOWN OF ADAMS BOARD OF SELECTMEN MEETING MINUTES

OLD BUSINESS

Dispatch Services Regionalization

Town Administrator Mazzucco noted there would be substantial cash savings and town would retain 1 full-time dispatcher during business hours, and a second dispatcher with a contribution of \$50,000 each from both the Fire Department and Adams Ambulance. Each has expressed they can do that and an agreement will be put it into writing. With this option, there will be a substantial \$95,000 savings annually. Adams will still see several thousand dollars in Information Technology (IT) savings. Dispatch positions would not be filled after resignation or retirement of staff.

No members of the Fire District or Ambulance Service came forth to explain where they would get the funding, or if this cost would be passed on to the taxpayers. The necessary funds would be split between the two organizations but in was unclear what the exact amount would be from each service.

A recommendation was made for the Town of Adams to fund one position and the Fire Department and Adams Ambulance to fund the rest as a compromise. It was noted that it was not clear what the impact would be of realigning staffing to accommodate a full elimination of the dispatchers, but also that calling the police station for emergencies is antiquated, and instead people should be calling 911.

Member Nowak noted to the public that he looked into everything very thoroughly, and he reviewed a few contractual items for clarification. \$23,000 is the current annual charge for the regional service but the fee may increase over time. The Berkshire County Emergency Dispatch Center would not be legally responsible in case of an extraordinary event or circumstance beyond their control, and an explanation was given about the “*force majeure*” clause in the contract. The Berkshire County Emergency Dispatch Center has an IT person there at all times to rectify problems when they, and he felt it is time that Adams regionalizes because it is only a matter of time before other communities regionalize. He noted that he hates to see people lose their jobs, and there was a promise from the Sheriff that if there is a need for another dispatcher the Adams dispatchers would be considered first. Member Nowak advised he will vote to regionalize because it is advantageous to the Town and make more grant money available.

The Police Chief would decide who the liaison from public safety would be for the regional dispatch center. The contract has standard language and the Town will look at the whole agreement again in 5 years.

Motion made by Member Harrington to ratify the agreement of regionalization of dispatch services with the Berkshire County Sheriff's Office

Second by Member Duval

In Favor: Chairman Blanchard, Members Nowak, Duval and Harrington

In Opposition: Vice Chairman Snoonian

Motion passed



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NEW BUSINESS

Traffic Commission Appointment

In a prior meeting the clarification was made and it was determined there was no residency requirement for the Department of Public Works representative on the Commission.

Motion made by Vice Chairman Snoonian to appoint David Nuwallie as the DPW Representative on the Traffic Commission

Second by Member Nowak

Unanimous vote

Motion passed

Appointment – DPW Parks, Grounds, Cemeteries Working Foreman

Upon Board ratification, **Steve Skrocki** will assume the position as the DPW Parks, Grounds, and Cemeteries Working Foreman. This is not an added position, but just a step and grade increase.

Motion made by Vice Chairman Snoonian to ratify the appointment of Steve Skrocki as the DPW Parks, Grounds and Cemeteries Working Foreman

Second by Member Harrington

Unanimous vote

Motion passed

Appointments – DPW Maintenance Technician/Operator III

Two DPW Maintenance Technician/Operator III positions increased from Operator II to Operator III to fill in as crew leaders. The position changes amounts to approximately a \$.50 raise. **Bob Wojick** and **Mark Pizani** would assume the DPW Maintenance Technician/Operator III positions upon ratification of the Board.

Motion made by Member Duval to ratify the appointments of Bob Wojick and Mark Pizani to DPW Maintenance Technician/Operator III positions

Second by Member Nowak

Unanimous vote

Motion passed

Facility Use Request – Adams Visitors Center

A facility use request was received from the *Adams Bee Association* to utilize the Adams Visitors Center beginning February 23, 2016 and for every fourth Tuesday of each month from 7:00 to 8:30 p.m. for twelve to twenty participants.

An assessment of whether room requests need to come before the Board was discussed and suggested for an upcoming workshop agenda. The Town Hall and the Adams Free Library handle their own room requests but the Visitors Center room requests go before the Board.



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Motion made by Member Harrington to approve the facility use of the Visitors Center by the Adams Bee Association on February 23, 2016 and every fourth Tuesday of each month thereafter from 7:00 to 8:30 pm for twelve to twenty participants

Second by Vice Chairman Snoonian

Unanimous vote

Motion passed

Reserve Fund Transfer Requests

Reserve Fund transfers were requested in the amounts of \$15,000 for Legal Funds, \$2,000 for Town Administrator's Office Overtime, and \$3,000 for Police Maintenance for roof repairs. Reserve Fund transfer requests from the first quarter totaled \$22,000, and second quarter requests amount to \$20,000 and leave an amount of \$133,000 in the Reserve Fund. Sand and salt needs, as well as overtime will be addressed in third quarter and hopefully the electric budget will be more balanced this year.

Discussion took place regarding the Police Station roof repairs. The roof is ending its useful lifetime and if leaks are not addressed damage will happen to the building. The roof dates back to 1996 and is comprised of a fabric membrane, which was not properly installed and with the new addition on the station there are several leaks. There were some gasket issues found and every time it rains trash barrels and buckets need to be under the leaks in the ceiling, doors, and skylights. Ceiling tiles have collapsed and it needs to be addressed. \$3,000 will start to fix the seal on the skylights and do additional patching to get through for now, but will have to be addressed down the road.

A suggestion was made to have a master list drawn up for the top ten capital needs, and reactivating the Capital Plan Committee. Facility needs are enormous and finances will need to be in order to have money set aside for maintenance. An additional surcharge on permits may go into a fund for this purpose but will not be able to cover roofs. The fuel budget is very good right now due to mild conditions.

Motion made by Member Harrington to approve the Reserve Fund transfer requests of \$15,000 in legal services, \$2,000 for Town Administrator Assistant overtime, and \$3,000 for Police Department roof repairs

Second by Member Nowak

Unanimous vote

Motion passed

SUBCOMMITTEE/LIAISON REPORTS

Adams Cheshire Regional School District

Member Nowak and **Vice Chairman Snoonian** attended the ACRSD District Meeting and most of discussion included bettering technology and getting more use out of computers. Additionally there was interest in having an open meeting with the Selectmen of Adams and Cheshire to discuss how to keep funding going. They expressed gratitude for the Chromebooks the Town of Adams provided.

Member Duval noted that Cheshire rose from Level III to Level II School, and Plunkett test scores also increased. He congratulated both schools for their positive results.



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Adams Arts Advisory Board

Member Harrington attended the Arts Advisory Board meeting and noted the great pop-up window displays and other ideas for the future. It is a very active group and bringing positive attention to Adams. He thanked them for their good work.

DEPARTMENT REPORTS

Town Administrator's Report

Green Community

The Town of Adams is now a Green Community, and receiving \$166,000 in grant funding for energy efficiency. Hopefully in the future the Library can be tackled. Appreciation was expressed for the work the Community Development Department has done.

Town Hall Closing

Town Hall will be closed on January 26th for staff training.

Annual Town Report Contest

The Town of Adams won 3rd place for the 2014 Annual Report.

Open Positions

The Library Director position has been posted internally. The Building Commissioner position is posted and job description changes in progress. Area communities are approaching the Town of Adams regarding the Building Commissioner position as well.

It was explained that the Town Administrator was asked to come forward with the Building Commissioner salary and ideas. The function of workshops and how they are used for discussion and ideas was reviewed for the public. Regular selectmen's meetings are where decisions are made, and position will be posted with the same salary.

Out of Office

The Town Administrator will be out of the office next week and Community Development Director Cesan will cover.

Greylock Glen Workshop

January 23rd there will be a workshop on the Greylock Glen.

Member Nowak noted his disappointment regarding Secretary Beaton not meeting to discuss the Greylock Glen in October, and a new date is still pending. He recognized the Greylock Glen RFP for the campground is near completion, and Director Cesan is working feverishly on it.

Insurance Settlement

\$30,000 is coming back from insurance in a settlement from the Town owing the Retirement Board money and the Town will be getting money back. Town Counsel was thanked for his work on this.



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Annual Census

The Annual Town Census has been sent out and correctly filling out the forms helps the Town with getting aid. Citizens are requested to review the form, make necessary changes and drop it off in the box in town hall. Information regarding children is not public record. Registered voters are requested to mail in voter registration forms. Census information can be completed by phone by calling Haley Meczywor (413) 743-8300 x176.

Town Counsel Report

Town Counsel St. John III reported that it is quiet due to the holidays and there is no written report.

ANNOUNCEMENTS & GOOD OF THE ORDER

Town Hall Closing

Vice Chairman Snoonian reiterated January 26th Town Hall is closed.

Annual Town Census

Vice Chairman Snoonian reminded everyone to please fill out their census.

Suggestion Box Item

Chairman Blanchard noted there is a suggestion box in the hallway, and person concerned about the appearance of the Post Office. Town has no jurisdiction over that, so contact the Post Master.

ADJOURNMENT

Motion made to adjourn by Member Duval

Second by Member Harrington

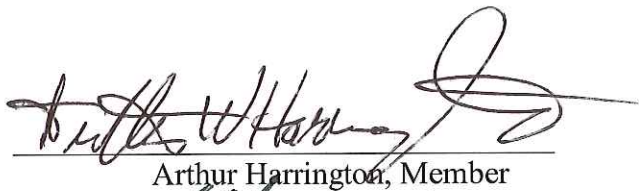
Unanimous Vote

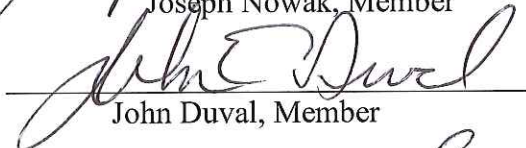
Motion passed

The Board of Selectmen Meeting adjourned at 7:59 p.m.

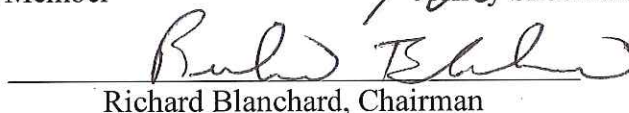
Respectfully Submitted by Deborah J. Dunlap,
Recording Secretary


Joseph Nowak, Member


Arthur Harrington, Member


John Duval, Member


Jeffrey Snoonian, Vice Chairman


Richard Blanchard, Chairman