



# TOWN OF ADAMS

## BOARD OF SELECTMEN MEETING MINUTES

WEDNESDAY, January 20, 2016 – 7:00 PM  
ADAMS TOWN HALL, 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, January 6, 2016
- Meeting Minutes, January 13, 2016

*Motion made by Vice Chairman Snoonian to waive reading the minutes from January 6, 2016 and January 13, 2016 and to approve them as written*

*Second by Member Duval*

*Unanimous vote*

*Motion passed*

*Motion made by Member Harrington to move the Proclamation and Acknowledgement up on the Agenda*

*Second by Vice Chairman Snoonian*

*Unanimous Vote*

*Motion Passed*

*The Proclamation was read by Chairman Blanchard in acknowledgement of Daniel Paciorek*

### PUBLIC COMMENT

#### *Donations for Homeless Veterans*

Jeff Lefebvre updated that 6 carloads of items have been brought to *Soldier On* for homeless veterans. He thanked the media and the church for advertising the drive.

#### *Status of Projects*

Jeff Lefebvre asked the Board of Selectmen to have the owners of Mausert Block, Topia Arts, Jones Block give a status of their projects and said if he didn't get an answer he would call the Commonwealth of Massachusetts.

A list of the projects and their status with the Town of Adams is being compiled.

RECEIVED-POSTED  
16 FEB -8 PM 3:42  
TOWN CLERK  
ADAMS MASS.  
CLERK



## TOWN OF ADAMS BOARD OF SELECTMEN MEETING MINUTES

*Motion made by Vice Chairman Snoonian to move the Change of Club Officers up in the agenda from Old Business*

*Second by Member Harrington*

*Unanimous Vote*

*Motion passed*

*Change of Club Officers, Adams Turners, Inc.*

A form of approval for the Change of Officers from Adams Turners, Inc. for the Alcoholic Beverages Control Commission was presented to the Board.

*Motion made by Vice Chairman Snoonian to approve the Change of Officers list for Adams Turners, Inc. for 2016*

*Second by Member Harrington*

*Unanimous vote*

*Motion passed*

### PUBLIC HEARING

*FY 2016 Community Development Block Grant Program Public Hearing, 7:10 p.m.*

*Motion made by Member Harrington to open the Public Hearing for the FY2016 CDBG Program*

*Second by Vice Chairman Snoonian*

*Unanimous vote*

*Motion passed*

**Community Development Director Donna Cesan** gave brief overview of the 2016 Massachusetts CDBG Program, and what the Town is eligible for in grant funds. The application by the Town would include housing rehabilitation, infrastructure and public facilities improvements, and other projects. The maximum available for the Town is \$1.35 Million within two successive years and the application deadline is February 12<sup>th</sup>. Director Cesan reviewed the proposed projects for the application for CDBG FY2016. The projects discussed included the Adams Rehabilitation Program and a continuation of the Housing Rehabilitation effort in the Route 8 "target" area, which was established last year. She advised there is a significant expansion of the waiting list due to public interest, and the goal would be to rehab at least 12 units. The second project is the Memorial School HVAC system as the existing system is antiquated and inefficient. An adequate system for ventilation and circulation must be installed to allow full occupancy, and without it there is only limited use for team practice allowed. The proposed project will allow full occupancy and operational savings to the Town. A portion of the proposed amount would be directed to project construction and program delivery, including staff salaries. The total cost would be about double but the Town is in discussion with Berkshire Gas, who can potentially address 50% of cost of the system. A commitment letter from Berkshire Gas is still pending. If the grant is received there would be up to a ninety-day activation time frame. MA Development and Arrowstreet assisted and there have been many public meetings on this subject to carefully evaluate the building's future use.

*A question and answer period ensued.*





## **TOWN OF ADAMS BOARD OF SELECTMEN MEETING MINUTES**

Grants can be split and the Town may get part or all of a grant request. Last year's application needed bid-ready specifications that did not meet the criteria so the Town did not get the requested funding. CDBG funds are federal pass-through money based on population. Route 8 Target Area was described and captures the gateways to the downtown on both the north and south ends of Park Street. An apartment is considered a unit for the Adams Rehabilitation Program. EDM is from Pittsfield and is a full-service architecture civil engineering firm that the Town has done business with in the past. Memorial School recently had a new roof and an HVAC system will make it a viable building.

It was clarified that the Memorial School building had not been "condemned" but the roof had failed and that was the declaration. Grant money fixed the roof and maintenance keeps the building going. Any business or project interested in the building will be more with the new roof and an updated HVAC system. Adams Plumbing has been piecing it together and it needs to be replaced. There is some interest by small businesses and the Youth Center, and a CRA-type youth center may be possible. Young families are choosing Dalton to raise families because of their great youth facility. Community programs can take place inside the large gymnasium, like soccer, basketball and volleyball leagues. The auditorium could be used for Town Meeting.

A mailing was done with a questionnaire soliciting those interested in the Adams Housing Rehabilitation program. The Town is allowed to do up to 20% of units outside of the target area and there is a waiting list that can be for multiple years but shows need and priority. 600 surveys were sent out to the population and identified that there is a lack of needed indoor recreation in the community.

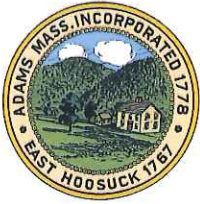
***Motion made by Member Harrington to approve FYCDBG for the maximum grant amount  
Second by Vice Chairman Snoonian  
Unanimous vote  
Motion passed***

***Motion made by Vice Chairman Snoonian to close the Public Hearing for the FY2016 CDBG  
Program  
Second by Member Harrington  
Unanimous vote  
Motion passed***

### **OLD BUSINESS**

#### ***Payment of Licenses***

On average, once a year the Town gets paid for liquor licenses by the due date with personal checks and then a check bounces. Technically, at that point the business has not paid the license fee, while other liquor establishments have paid. A policy is needed so that situation doesn't continue and also to avoid inequity. A suggestion was made that no personal checks be accepted in the future, and instead only a money order or bank check. It was recommended as an alternative to have payments due by December 1<sup>st</sup> instead of December 31<sup>st</sup> to give ample time for the check to clear. The Board could suspend or revoke a liquor license for non-payment, but current procedure allows a business to continue into the next year for free. Though the Board does not want to hinder business, it also cannot show favoritism.



## TOWN OF ADAMS BOARD OF SELECTMEN MEETING MINUTES

The Town can be liable if acting too quickly, and can make a fairly easy administrative fix in a written policy put before Board. Make Select Board policies into one manual. The Town Administrator is working with the finance team to change cash handling practices and this policy can be added there.

**Town Counsel St. John III** advised that a vote from the Board of Selectmen is necessary in changing policy or acting on policy, and to have it in writing.

Discussion took place regarding whether a public hearing or administrative changes are needed. A workshop was requested to figure out an appropriate policy, and the public can give input at a workshop meeting. A proposed policy can be presented to the Board for input at the workshop and can be posted for the public. It then can be brought to the next regular meeting for vote.

*Consensus was reached by Board Members to review this at a workshop.*

### NEW BUSINESS

#### *Application for One Day Special Liquor License – BART Charter School*

A One Day Liquor License application was received for the 9<sup>th</sup> annual fundraiser for BART Charter School that supports programming. The title of the evening is Get 'BART Smart' Trivia Night" and Mezze is doing the catering.

*Motion made by Member Nowak to grant the One Day Liquor License for BART Charter Public School for the fundraiser on April 9, 2016*

*Second by Vice Chairman Snoonian*

*Unanimous vote*

*Motion passed*

#### *Application for Facility Use of Russell Field – ProAdams*

A Facility Use Request was received from ProAdams to use Russell Field for an Ice Skating Rink. The Parks Commission reviewed the request and unanimously approved it to go to the Board of Selectmen for approval. The DPW would set up the rink itself and the Forest Wardens will volunteer their time to provide water to make ice. Volunteers will be needed for ProAdams to shovel off snow and to man the rink when people are there. There would not be a facility for rink participants to warm up, and hypothermia and frostbite will need to be considered, as well as organization of skaters.

*Motion made by Vice Chairman Snoonian to approve the use of Russell Field for an Ice Skating Rink from February 20, 2016 to March 6, 2016*

*Second by Member Harrington*

*Unanimous vote*

*Motion passed*

#### *Application for Facility Use of Greylock Glen – Boy Scouts of America*

**Ryan Biros** addressed the Board and explained the Klondike Derby, which is a one-day event where kids practice winter camping skills, and frostbite protection. This year's new events include a





## TOWN OF ADAMS BOARD OF SELECTMEN MEETING MINUTES

competition sled race, and a bridge crossing with teambuilding. The kids will have fun and spend the next year getting ready to compete for the district trophy.

*Motion made by Vice Chairman Snoonian to approve the use of Greylock Glen by the Boy Scouts of America on Saturday, January 30, 2016 from 7:00 a.m. to 6:00 p.m.*

*Second by Member Nowak*

*Unanimous vote*

*Motion passed*

*Application for Facility Use of Visitors Center – Berkshire Running Center*

**Berkshire Running Center** requests use of the Visitors Center for the Steel Rail Half Marathon on May 22, 2016, with setup on May 21, 2016.

A discussion took place regarding the possibility of a cleanup fee between \$100 and \$150 to cover extra costs of the cleaning company and paper supplies.

*Motion made by Member Nowak to approve use of the Visitors Center by the Berkshire Running Center for the Steel Rail Half Marathon on May 22, 2016 from 8am to 5pm and to allow use for setup in the evening of May 21, 2016 with an event cleanup fee not to exceed \$150.00*

*Second by Member Duval*

*Unanimous vote*

*Motion passed*

*Ratification of Per Diem Council on Aging Drivers*

Ratification requests for **Joseph Sloane** and **Les Rhinemiller** were explained, and will bring the Council on Aging up to three per diem drivers, who are only paid when they work.

*Motion made by Vice Chairman Snoonian to ratify Joe Sloane and Les Rhinemiller to Per Diem Van Driver positions for the Council on Aging*

*Second by Member Harrington*

*Unanimous vote*

*Motion passed*

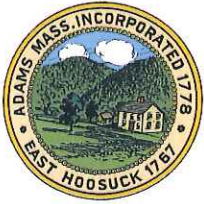
### SUBCOMMITTEE/LIAISON REPORTS

#### *Parks Commission*

**Member Nowak** attended the Parks Commission meeting where there was skating rink discussion. In an upcoming meeting the Chairman of the Parks Commission will suggest a field use fee based on the number of Adams residents, and also taking control of the use of the Memorial School Gymnasium.

#### *Adams Arts Advisory Board*

**Chairman Blanchard** and **Member Nowak** attended the Arts Advisory Board and there was a nice presentation. A summary and bio of each member of the arts council was given. It was noted that most are not lifelong Adams residents.



# TOWN OF ADAMS

## BOARD OF SELECTMEN MEETING MINUTES

### DEPARTMENT REPORTS

#### *Town Administrator's Report*

Town Administrator Mazzucco was out over a week to recover from surgery. He reported he is anticipating a similar schedule as last year to get budget forums in mid-March. He advised he is waiting on state aid and free cash numbers, and health insurance is going up again more than 10%. The *Affordable Care Act* changes will delay the numbers.

Town Hall will be closed on January 26, 2016 for staff training.

The Green Communities project has been established and once money is spent down the Town will be able to apply for more each year. Funds may be used for engineering. Windows need replacing in Town Hall and the Library needs a boiler replacement.

#### *Town Counsel Report*

**Town Counsel St. John III** reported that he received and reviewed a claim for property damage and referred to the Town's insurance carrier. He researched a municipal finance question concerning the disbursement of settlement proceeds received by the Town, and responded and researched issue regarding the expiration of an alcohol license.

### ANNOUNCEMENTS & GOOD OF THE ORDER

#### *Shoveling Sidewalks*

**Member Nowak** noted that the first storm was difficult and many people are elderly and unable to shovel their walks. He asked citizens to consider shoveling the sidewalks for those who are unable because it is important for the safety of people that walk and use carriages to stay off the roadway.

#### *Tax Bills*

**Member Nowak** read information from an article in the Boston Globe from the Division of Local Services for local assessors. He read average tax bills for single family homes for Massachusetts and gave examples of Berkshire County towns in comparison to Adams. He noted there were several that had taxes that increased much more significantly than Adams. Many communities are just staying afloat and the state is reducing aid to communities, which then burdens the taxpayers. He noted that Adams on the lower scale this year.

#### *Citizen Congratulations*

**Member Nowak** congratulated and thanked Dan Paciorek and pointed out that he does many things that people are not aware of.

#### *Adams Events Committee*

**Member Duval** advised the Adams Events Committee dinner is next week and thanked the members. A couple organizations in town will take over some of the events. ProAdams will coordinate the Greylock Ramble and the Town Administrator's Office will manage the Town-wide Tag Sale.





## TOWN OF ADAMS BOARD OF SELECTMEN MEETING MINUTES

### EXECUTIVE SESSION

#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 for purpose #6 as outlined  
Second by Member Harrington*

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

*Motion passed*

*A brief recess took place at 8:18 p.m. before the Executive Session began.*

### ADJOURNMENT

*Motion made to adjourn by Vice Chairman Snoonian*


*Second by Member Nowak*

*Unanimous Vote*

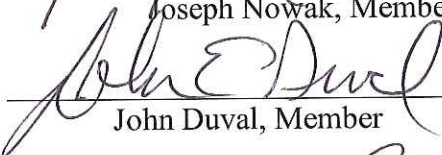
*Motion passed*

*The Board of Selectmen Meeting adjourned at 8: 46 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