



TOWN OF ADAMS

BOARD OF SELECTMEN WORKSHOP MINUTES

WEDNESDAY, July 13, 2016 – 6:00 PM
ADAMS TOWN HALL, 1st FLOOR, ADAMS, MA 01220

On the above date the **Board of Selectmen** and held a workshop at the **Adams Town Hall** at 6:00 p.m.

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

The Select Board Workshop was called to order at 6:05 p.m.

OFFICIAL BUSINESS DISCUSSION

GOAL SETTING

Medical Marijuana Dispensary

Members discussed concentrating on getting a *Medical Marijuana Dispensary* in the Town of Adams. A team will need to work together, including members of the Planning and Zoning Boards, the Police Chief and Town Counsel. The ballot will contain the question regarding whether the state wants to legalize recreational marijuana. If a Medical Marijuana Dispensary is put in Adams this will be something to consider as well. The state has not approved any licenses west of Springfield. If the Town works on this it would be ready to go.

Regionalization

A goal for the Town Administrator was to continue work on regionalization issues and the consolidation of Cheshire Elementary School. Brief discussion took place regarding whether it was a conflict of interest if a Board Member is an employee of school and also working on this project. Town Counsel and the Ethics Committee in Boston will be conferred with for advice.

Charter Review Process

Beginning the Charter Review Process was discussed. The Governor's bill for Municipal Modernization is waiting for finalization.

Project Completion

Completion of the active project was discussed. These included the Rail to get to Hoosac Street; Route 8 repaving and reconstruction; the completion of Hoosac Street to Lime Street with the Rail Trail; finalizing the next leg of the Rail Trail from Lime Street to Hodges Cross Road; paving and issue resolution of the Murray Street Extension Bridge; completion of a Traffic Study by the MPO on a bottleneck at Hoosac, Columbia, and Park Streets; getting dash cameras functional in all cruisers.

Marketing of Adams with J.K. Rowlings

Continue work with ProAdams and the Economic Development Commission to generate ideas from the community for ways to market and put in place as many ideas as possible. Restaurants and other groups may be able to move forward with these ideas.

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Wastewater Treatment Plant Resolution

A goal was set to resolve challenges at the Wastewater Treatment Plant by the end of the calendar year.

Age Friendly Berkshires

Bring Adams to the forefront of being an Age Friendly Town by publicizing things Adams has done, plus putting on dementia training at Town Hall and creating hiking and biking trails for the mobility challenged with a special track.

Policies

Another goal was to develop a list of Board policies and prioritize them for review, development and creation. A review of the Personnel Policy is in progress between the Town Administrator and staff. The Financial Management Policy is to be completed. Internal Control Practices will be reviewed; Division of Local Services is doing a financial review; review of the Wastewater Contract will take place, and a Budget Capital Plan will be submitted next year with the budget.

TOWN ADMINISTRATOR EVALUATION

Evaluation Format

The Personnel Sub-Committee met over the winter and looked at different forms that fit the Town of Adams for the Town Administrator evaluation and using this as a tool for evaluating department heads. A form was given to Board Members to review. Town Administrator Mazzucco advised it will take six months to a year go through the process. All town staff will be receiving an evaluation. They have only been done sporadically over the years.

Timing of Evaluation

Town Administrator Mazzucco explained that evaluations may be done at the discretion of the Board but it may help to have the forms for a few months. He recommended that each Member hand in an evaluation form to the Chair, who will then condense it and create a final product. This will provide valuable information and the information summarized by the Chair will be one form that becomes part of the record. He advised that Town Administrator evaluations are typically done in either January or July. Members noted that it would be preferred to complete the process before the election.

Items for Next Agenda

Chairman Snoonian reviewed that the next agenda will include Medical Marijuana Dispensary, an Age Friendly Berkshires Resolution, setting the date for the Town Administrator Evaluation and a visit from the Interim Superintendent of ACRSD, Rob Putnam, to introduce himself to the Board.

ADJOURNMENT

Motion made by Member Blanchard to adjourn

Second by Member Nowak

Unanimous vote

Motion passed

Meeting adjourned at 6:27 p.m.



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Respectfully Submitted by Deborah J. Dunlap,
Recording Secretary

Joseph Nowak

Joseph Nowak, Member

John Duval

John Duval, Member

Richard Blanchard

Richard Blanchard, Member

Arthur Harrington

Arthur Harrington, Vice Chairman

Jeffrey Snoonian

Jeffrey Snoonian, Chairman