



# TOWN OF ADAMS

## BOARD OF SELECTMEN WORKSHOP MINUTES

WEDNESDAY, September 28, 2016 – 6:00 PM  
ADAMS VISITORS CENTER, 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 **Vice Chairman Arthur Harrington** and **Members Richard Blanchard, Joseph Nowak and John Duval**. *Town Administrator, Tony Mazzucco was absent.* Also in attendance was **Community Development Director, Donna Cesan**.

*The Select Board Workshop was called to order at 6:00 p.m.*

### OFFICIAL BUSINESS DISCUSSION

#### *Strategic Plan Work*

**Community Development Director Cesan** gave the Board updated drafts of goals, strategies and action items for the Strategic Plan. She gave an overview, looked at formatting, and discussed an implementation document to prioritize action items, and group goals into priorities. Some goals are immediate and some are ongoing. She discussed the approach and suggested quarterly meetings to assess progress in implementation of the plan. Primary responsibilities were outlined, as well as funding sources since some cannot be implemented until outside funding is identified. The addition of photos was noted as making it more interesting. The document was not arranged in order of importance.

**Board Members** gave their input, and expressed concern that past documents were rarely referenced. The intent is to make sure it continues to be used, and priorities are added. Every couple months a workshop can be held to go over where things stand. Three largest items were identified as the Greylock Glen, the Downtown and the Schools. Action items are listed as the top priority, and it must be a fluid document for Town staff because they could change and other priorities may take precedence to make the document more contemporary and useful. The document would give the Town Administrator the opportunity to report on the work of all departments regarding the implementation of the action items. The document will be shared with department heads in a couple weeks once it is in final draft form and there will also be a public forum meeting arranged. Town staff will be given time to provide input before the final document is completed. The 2005 Strategic Plan has been used for Community Development projects and grant requests.

*There was consensus of the Board to get the document out to Town Staff as soon as possible and to set up a public forum.*

It was noted that the Open Space Plan is due in 2019 and is about a year's work. It is necessary to have it for grants, as some require an approved Open State Plan. The Division of Conservation Services in the Executive Office of Environmental Energy approves the Open Space Plan, and Berkshire Regional Planning Commission (BRPC) assists the Town with the GIS and map upgrades required for the plan. Discussion ensued regarding whether offering businesses a period of time with no taxes would be an advantage to get businesses to come into the community. This has been done in the past for businesses that make a significant investment with the infrastructure or building, such as manufacturing and employing people. Many businesses in the Corporate Park have received tax incentive. Tax Increment Financing (TIF) Agreements must have State Board approval and Town Meeting approval, in a two phase approach.



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The Town can provide local tax breaks, but they must be approved. The Town Assessor will be consulted to see what ability the Town has to create a program. There are Districts that may use taxes in that area for improvements, but there would be a significant paperwork impact. It would require businesses sharing and self-reporting information. The Town would have to put businesses on probation if any information is misreported. The new legislation on economic development was discussed briefly and guidelines are forthcoming in the next year or two. Having a blanket tax break was not preferred. Startup costs for businesses were outlined, and UMASS has a program to provide business planning for startups. This would be helpful for business recruiting for the downtown and could be developed locally from the ground up. A tiered system approach was mentioned to work with different business types. It may be possible for banks to offer low interest loans.

In two weeks Community Development Director Cesan will get this document back to the Board to fine tune. Once completed, the document will be available to the public and a public forum will take place for discussion. The public was involved with most of this content at meetings held at Hoosac Valley High School last fall.

### ADJOURNMENT

*Motion made by Member Blanchard to adjourn*

*Second by Member Duval*

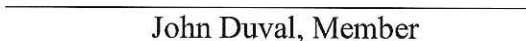
*Unanimous vote*

*Motion passed*

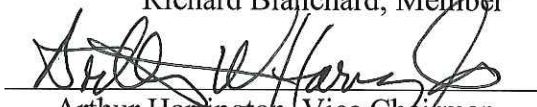
Meeting adjourned at 6:44 p.m.

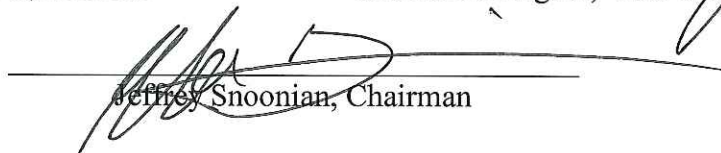
Respectfully Submitted by Deborah J. Dunlap,  
Recording Secretary

  
Joseph Nowak, Member

  
John Duval, Member

  
Richard Blanchard, Member

  
Arthur Harrington, Vice Chairman

  
Jeffrey Snoonian, Chairman