

Board of Selectmen  
Meeting – October 26, 2011

**Present:** Selectmen: Mark Gilmore, Carolyn Shores-Ness, Elizabeth Clarke  
Town Administrator: Bernie Kubiak

The meeting was called to order at 7:00 PM.

**Informational Meeting – Community Development Block Grant (CDBG)**

Present: Donna Cote, HRA(Franklin County Regional Housing and Redevelopment Authority);  
**Donna Little(?)** from Franklin County Home Care; Mary Wheelan, Director of South  
County Senior Center

After the reading of notice of the informational meeting by Mr. Kubiak, Ms. Cote explained that she was preparing a CDBG application on behalf of four towns: Erving, Deerfield, Colrain, and Gill, with Erving as the lead town. The funding could be as much as 1.1 million dollars for low to moderate income people in those towns to accomplish two regional activities. She identified a list of several possibilities. Ms. Cote said currently, there are 12 families in Deerfield who would be interested in housing rehabilitation funds and 21 homebound persons who would benefit from the Meals-on-Wheels program. She suggested housing re-hab and Meals-on-Wheels might be the appropriate activities for the Town of Deerfield.

At a recent meeting at the Senior Center, the major concern seemed to be Meals-on-Wheels. People often used the meals for a short time upon return home from the hospital. Last year the demand was greater than available funding. The Home Care representative said a delivered meal costs \$9.00 to prepare and deliver.

Ms. Whalen spoke of an interest in Senior Housing so people could remain in their home town. Ms. Ness responded that there have been efforts to provide elder housing which have not been realized. Someone present asked if she knew why. One reason noted was concern over control of the projects. Mr. Kubiak said when buildings are built with public money there are layers of regulations that must be met. In response to questions, Mr. Kubiak said in previous proposed Deerfield projects either the project wasn't big enough or the funding wasn't there. There continues to be interest in moving this project forward.

Fuel Assistance was suggested as something that might be a need. Ms. Cote was quite sure CDBG programs did not include fuel assistance, but she would check. For the purposes of grant preparation the housing rehabilitation and Meals-on-Wheels would be the two activities listed. She will return on November 9<sup>th</sup> with a completed application for signing.

**Minutes:** none

**Public Comments:** Phoebe Walker, a resident of Buckland, commented that her Town had set up its own senior fuel assistance fund. She said it was a nice program that has been helping people.

## **Appearances before the Board:**

### **FRCOG Franklin County Cooperative Health:** Present: Phoebe Walker

Ms. Walker said Massachusetts is probably the only state that does not provide support to local Boards of Health. The state is beginning to use federal health care funds to address inequities in health care across the state by providing grants and encouraging regionalization of health services. The FRCOG is preparing a grant application for funding. The grant, if received, would be for four years of funding at the rates of 100% the first year, 100% the second year, 75% the third year, and 50% the fourth year.

Ms. Clarke had questions about creating another level of bureaucracy to do what the Town is already doing. Ms. Ness felt turning over public health to the FRCOG was problematic. Ms. Walker spoke of the ways that health services could be provided. One of which is to form a district which is a separate legal entity, which she is proposing (MGL 111, 27B). A second is to continue as the Town does now, purchasing selected services (MGL 44A).

Mr. Gilmore said if the Town goes forward with this it should do so with eyes wide open. It shouldn't do so as a test case. He would like the Board to compile all the questions and then invite Ms. Walker back to answer them. Ms. Ness said the Town had pulled out of the regionalization process once before due to the cost. She thought other regional health organizations, such as Foothills, that have operated successfully with less overhead should be compared.

Ms. Walker responded to Ms. Ness' comment about previous participation in a regionalized health program by noting that the Town had chosen to pay for services on an hourly basis, which was costly. She said that even with participation in the proposed regional health program training of board members would continue to be important. The Deerfield BOH would continue to have legal responsibilities.

The conversation continued for some time with discussion of a decision to meet on November 3<sup>rd</sup> at 8:30 am. Eventually, a motion was made by Ms. Clarke, seconded by Ms. Ness, and voted to sign the proposed grant application for shared health services with specific interest in purchasing nursing services.

**Selectmen's Comments:** Ms. Ness announced a Selectmen's meeting on November 17<sup>th</sup> at 5:30 pm at the Tech School.

**Board of Health Comments:** Ms. Ness presented Mr. Gilmore with a copy of the Emergency Response Guidebook, field guide, and the Mass Casualty plan which she acquired at an EPC meeting.

Today was the first day of Mass Health Officer's training. She voted on successful flu vaccination clinics. There are two clinics in Conway – November 4<sup>th</sup> at the Town Hall & the 5<sup>th</sup> at the Elementary School.

Ms. Ness will attend an Animal Control meeting on Thursday at 7:00 pm. The meeting will be about emergency response for animals.

## **Discussion/Decision Items**

**Funding Certification** for FEMA Hazard Mitigation Grant program – The grant is for proposed protective measures for Little Meadow Road and the sewer line. Mr. Kubiak said that FEMA would like a letter verifying that the Town has money available for the local match. The money needs to be available within a specified time frame following a specific action. Mr. Kubiak said a special town meeting would be needed to approve the funds. The amount needed is \$98,978; he's not sure if this covers permitting costs. Money can come from Free Cash and Reserve Funds. A motion was made by Ms. Ness, seconded by Ms. Clarke, and unanimously voted, to authorize Mr. Kubiak to prepare the letter to FEMA.

**Agricultural Preservation Restriction Co-Holders Agreement:** A motion was made by Ms. Ness, seconded by Ms. Clarke, and voted to sign the final draft of Agricultural Preservation Agreement with Molenaar LLC.

**Tilton Library Roof:** A motion was made by Ms. Ness, seconded by Ms. Clarke, and unanimously voted to sign the contract with Meadows Construction for replacement of the library roof.

**Local Cultural Council Grant:** A motion was made by Ms. Clarke, seconded by Ms. Ness, and voted to authorize Mr. Kubiak to sign the contract with the Commonwealth of Massachusetts for local cultural council funds (\$3,870).

**Oxford Property:** Mr. Kubiak suggested putting out an RFP for the property with the buyer purchasing a hoop building for use by the Town. The property has to be registered at the Registry of Deeds. The Board will then have to declare the property as surplus. It can do this, as the Town has already voted the authority to dispose of any or all of the Oxford property. A new appraisal is needed, as the latest one is at least three years old.

**Library Trustees:** The Library Trustees have proposed a meeting on November 2<sup>nd</sup> at 7:00 pm to appoint a new member to the Library Board of Trustees. At least two Board members will be available.

**Personnel Board:** Four persons are needed to re-establish this board. Ms. Clarke has a potential member. Mr. Gilmore said he is aware of another.

**Highway Garage Building Committee:** Ms. Ness made a motion, seconded by Ms. Clarke, and unanimously voted to appoint Vern Harrington to the Highway Garage Building Committee.

**Change of Status:** A suggestion was made to appoint the Building Commissioner and Building Inspector as part-time employees. During discussion Mr. Kubiak suggested the date of change be effective as of October 27<sup>th</sup>. Ms. Ness thought January 1<sup>st</sup> would be a better time. The part-time positions would be hourly. Ms. Ness made a motion that his expenses, gas and educational

expenses be covered. Mr. Gilmore and Mr. Kubiak will discuss this further. No votes were taken.

**November 23<sup>rd</sup> Board meeting:** Since the second regularly scheduled meeting would fall on the night before Thanksgiving, the Board will not meet unless there is something pressing on the agenda. Should that be the case, it could meet on another date.

Respectfully submitted,  
Priscilla Phelps