

**Board of Selectmen Meeting  
January 4, 2012**

**Meeting** called to order at 6:30 pm.

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

**Minutes:** A motion was made by Elizabeth Clarke, seconded by Carolyn Ness, and voted to approve the minutes of November 30 and December 7, as amended.

**Public Comments:** none

**Selectmen's comments:** Ms. Ness wished everyone Happy New Year.

**Board of Health Comments:** Keep washing your hands.

Since persons scheduled for hearings had not arrived the Board moved on to Discussion/**Decision items.**

**License renewals: Entertainment** - Ms. Clarke asked for clarification of "entertainment" licenses. Mr. Kubiak said there were different kinds: music and performances. Yankee Candle has two licenses for entertainment in the store and two for entertainment in the restaurant (Chandler's).

**Auto Sales** - Mr. Kubiak read the conditions under which L&B Auto Sales, located on River Road, operates.

Ms. Clarke then made a motion, seconded by Ms. Ness, and voted, to approve the list of licenses, which includes those for Yankee Candle and L&B Auto Sales.

**Local Technical Assistance Request:** Mr. Kubiak had suggestions

- 1) Co-operative purchasing of internet services – A site by site assessment needs to be done to prepare the RFP. He explained that MBI will be wiring the building sometime within the next 30 days. Comcast, our internet provider is not part of that organization, so the town will need to find a new internet provider.
- 2) Sub-regional Ambulance Service – Mr. Kubiak reported that he attended a meeting with Matt Russo and representatives from Conway, Sunderland, Hatfield, and Whately to consider ways to improve what we have now. The service is currently at basic level, but will be certified at the intermediate level by spring. The goal is to get it to paramedic level.
- 3) Open Space and Recreation Plan – Mr. Kubiak said the Town's plan expires this year. He felt updating it should be a priority and a commitment of \$5,000 in matching funds should be made to supplement the DLTA monies. It costs \$15 - \$20,000 to do a plan. The FRCOG will do the plan, which involves mapping, parcel identification, and surveys. Ms. Ness said public hearings are held to get input, as well. She said that Lynn Rose and she feel the Master Plan is in need of updating. Mr. Kubiak said Peg Sloan (FRCOG) says it costs \$8-10,000 to do a chapter of the plan which currently has 10 chapters.

To a question of priorities, Mr. Kubiak suggested the Open Space plan makes the Town eligible for grants. He said there is also a revenue stream that can help implement the Open Space Plan through the CPA.

Ms. Clarke made a motion, seconded by Ms. Ness, and voted, to submit the list of four items for the Local Technical Assistance request (Co-op Internet, Sub-regional service, Update Open Space, and Update Master Plan).

## **Appearances before the Board:**

### **Hearing on Pan Am Rail petition for a license to store propane**

Present: Sharon Ziemek – Environmental Manager Pan Am

At this point the new Public Works Director, Shawn Patterson and Richard Calisewski – Building Inspector/ Health Agent who were present were introduced.

After reviewing plans of the site where the tanks are located, a motion was made by Ms. Clarke, seconded by Ms Ness, and voted, to grant the Pan Am petition for a license to store propane in the 5 thousand gallon tanks on rail road owned property

Ms. Ness advised Ms. Ziemek that the steering committee of the Deerfield Watershed project has a couple more meetings lined up. She is hopeful that they'll have some funding sources. She went on to explain the New England Watershed Initiative includes 6 states plus part of New York. It includes 14 senators. The initiative is being based on the Chesapeake Bay Initiative. Massachusetts Association of Conservation Commissions (MACC) has given money to hire a water resources person. A job description is being prepared. Other states are becoming involved. This project involves the Deerfield Watershed district from the Harriman Dam on down.

### **Community Innovation Challenge Grant**

Present: Richard Calisewski, Health Agent

Phoebe Walker, Health Director at the FRCOG is preparing a grant application for CIC funds and has set up a series of meetings to discuss potential uses for the funds. She is requesting Deerfield's participation in the grant application.

Ms. Ness said a group of persons have been meeting for nine months to form a regional health association separate from the FRCOG, to be modeled after the Berkshire County Health Association. This group is also planning to submit an application for CIC funds. Ms. Ness is asking for authorization for Deerfield to participate in this grant application, which, if received would be sufficient to set up the association. Greenfield would be the lead town. Other possible participating towns, including Deerfield, would be: Whately, Sunderland, Conway, Montague, Colrain, and Shelburne. It would use the funds to organize and set up a public health association to promote education and train local BOH. Right now Mr. Calisewski & Ms. Ness go a couple of times a month for training either in Springfield or in the Berkshires.

Ms. Clarke asked how this proposed association would differ from the Mohawk Public Health Coalition. Ms. Ness responded that the Mohawk group is run by the FRCOG and functions only in emergencies. The proposed association would be a separate entity—not part of the FRCOG. If the grant is received a person would be hired to handle the administrative part of the program. Ms. Ness said the association would be patterned after an existing organization in the Berkshires. It is a self-sustaining health organization (association) that provides services in the region. It maintains itself through based on membership, fees for services, and grants.

Ms. Clarke asked if the proposed association would duplicate or replace services offered by the Mohawk Coalition. Ms. Ness there could be duplicate services. Ms. Clarke inquired about the perimeters of the grant, which Ms. Ness said is sufficient to set up the association. She said a possible project would be to hold a Safe-serve training program that would be free to member towns, but would charge a fee for restaurants. If the grant were received one possible project would be to establish a base-line for animal inspections. According to Ms. Ness, most towns do commercial inspections, but there are a lot of back yard animals [that could benefit from the program she described].

Ms. Clarke spoke of concern about the nursing program which the Town currently has through the FRCOG. She was assured that it would continue. She also questioned if it would be a conflict for the

Town to participate in both grant applications. After further discussion she made a motion, seconded by Ms. Ness, and voted, to participate in the grant application which Ms. Ness was promoting.

The deadline to make a decision for participating in the FRCOG application is prior to the next BOS meeting. At this point in time the Board does not have enough information for a decision to be made. Ms. Clarke asked Mr. Kubiak to contact Ms. Walker to learn more about the budget proposed for the FRCOG application. A special meeting of the BOS could be called, if the information learned was sufficient for the Board to act.

**Alternate Health Inspector:** Mr. Calisewski said he does not have anyone to cover for him, should he be sick or unable to perform as Health Agent. He would like to find someone to serve as an alternate. The Board found the suggestion a good one, and told him to come back with some suggestions.

**Representation to Franklin Regional Planning Board:** Ms. Ness made a motion, seconded by Ms. Clarke, and voted, that Ms. Clarke be the representative.

**Audit letter for September 30, 2011 audit:** Ms. Clarke made a motion, seconded by Ms. Ness, and voted, to authorize Mr. Kubiak and Ms. Swern to sign the response letter to the auditor, Tom Scanlon.

**Audit Engagement Letter:** After discussion regarding the tardiness of Scanlon's engagement letter, for the audit already completed (September 2011), Ms. Clarke noted that she was not on the Board when Scanlon was engaged, only Ms. Ness and Mr. Gilmore, board members at the time can sign the letter. When Mr. Gilmore arrived later in the meeting, he made a motion, seconded by Ms. Ness, and voted, to sign the letter.

**Annual Dog Restraint Vote:** Acting as required by MGL 140, section 167, a motion was made by Ms. Ness, seconded by Ms. Clarke, and voted, to require dogs in Deerfield to be restrained.

**Town Administrator's Report:** Mr. Kubiak reminded that on January 17<sup>th</sup>, at 5:30 pm in Town Hall there will be a demonstration of the mapping program that the Assessor's have installed on the Town's web site. This will allow people to look at property maps, property record cards, zoning maps, contour maps, DEP maps, and aerial imaging throughout the town. This program can be used to add items such as the locations of sewer lines, storm water lines, etc.

**Division of standards:** Now that the Town is over 5,000 people it must have its own sealer of weights and measures. The services can be provided by the Commonwealth but the Town has to pay for them. Mr. Kubiak has asked for a sample contract for review.

**FEMA Grant Application:** Mr. Kubiak reported the application for work on the river is under consideration. He doesn't expect to hear anything until sometime in March as to whether it will be recommended for funding, or not.

Mr. Gilmore arrived at this point.

On January 12, 2012 at 7:00 am TransCanada will present an informational session regarding hydroelectric dam emergency procedures. Mr. Kubiak will RSVP for the Board.

**Public Hearing: Section 15, Beer and Wine License**  
Located at 242 Conway Rd, S. Deerfield  
GGIC, Inc. d/b/a Deerfield Mobile  
Manager, Melissa Lanfair

Mr. Kubiak read the notice of the hearing. Mr. Goe Greige, owner of GGIC, Inc. was present. He explained that he has leased the business, but not the property. He has other businesses. He sells

cigarettes at the other locations, but this is the first one to sell liquor. He said he plans to look into technology that will help in identifying underage purchasers. Information about ways to change the current expectation was discussed. The manager and other employees will need to be trained.

A neighbor was present to learn if this was going to be an expansion of the license to include liquors in addition to beer and wine. He was also interested in the management and operating hours of the store. A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted, to close the hearing. A second motion was made by Mr. Gilmore, seconded by Ms. Clarke, and voted, to approve the application as written with the same hours of operation. The vote was unanimous.

There being no further business before the Board, a motion was made to adjourn the meeting.

Respectfully submitted,  
Priscilla Phelps