

**Board of Selectmen Meeting
February 1, 2012**

The meeting was called to order at 6:30 PM.

Present: Selectmen: Mark Gilmore, Elizabeth Clarke, Ms. Ness arrived late.
Town Administrator: Bernie Kubiak

Minutes: A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted to accept the minutes of December 21, 2011, and January 4th and 18th of 2012.

Public Comments: None

Selectmen's Comments: Ms. Ness reported on another successful meeting of the steering committee of the Deerfield Watershed Pilot Program held this morning. They're moving ahead to identify funding sources and organizational structure. One of the first areas of focus is the Town of Hawley.

She also reported that the Board had attended a wonderful MMA conference in Boston.

Board of Health Comments: Keep washing your hands.

Appearances before the Board:

Hearing – Liquor License Application – Section 12
Primo Pizzeria Restaurant
4B Sugarloaf Street
Present: Hilda Riviera and Mr. Ismael Alvarado

Mr. Kubiak read the Notice of Hearing. Ms. Riviera stated that she was present to assist Mr. Alvarado, who she introduced, and described the operation of the restaurant. She said Primo would like to be able to provide patrons with the opportunity to purchase beer or wine or other liquor while eating. It is not the intent to have a bar where people come to drink. Mr. Kubiak pointed out that the premises have not changed from that of the previous owner; this is a new license. Mr. Alvarado and his brother operate a pizzeria in Hadley where they are licensed to serve liquor, so they are familiar with handling of alcoholic beverages. The manager, Arena Serevia is experienced in the handling of liquors and servers. Training of servers was discussed. As there were no persons present to speak for or against this license request, Mr. Gilmore closed the hearing. **Ms. Ness then made a motion to approve the license, as presented.** Ms. Clarke seconded on the condition that the name on the application be corrected so that the license be issued in the right name. **The vote was unanimous.**

Recreation Department: Present: Robert Ackerman

Mr. Ackerman began by saying that there has been a request over the past few years for a field use policy. He was present to report on the policy that the committee has prepared. Ms. Ness suggested in the interests of transparency that the proposed guidelines be posted on the website for people to view before the Board voted on it. Ms. Clarke responded that there was some concern about getting these rules approved as it's time to begin scheduling fields for baseball. She thought the policy was already on the website.

Mr. Ackerman said the understanding is that part of the registration fee goes to the field for things like port-a-potties, water, maintenance etc., which he described as fixed costs. He gave as an example: if a registration fee was \$45.00, part (\$35.00) would go to the program and part (\$10.00) to the field fixed costs. Ms. Clarke suggested several revisions, which are not substantive, be made to improve the

grammar. She will redo the document. **Ms. Ness made a motion, seconded by Mr. Gilmore, and unanimously voted, that the policy be accepted.**

Mr. Ackerman reported on the effort to improve Sugarloaf field. Mr. Gilmore requested that any issues be reported the Police Chief.

The deadline for application for spring use is March 15th.

Discussion/Decision Items:

Highway Garage: Present: Shawn Patterson

Mr. Patterson reported that he and Mr. Kubiak have been talking with HKT, the architectural firm, for the past two weeks and have some rough figures. They expect to continue the process and refine things further. Ms. Clarke and Vern Harrington are new to the committee, but have already been appointed. Mr. Patterson will be new to the committee. **A motion was made by Ms. Ness, seconded by Ms. Clarke, and voted to appoint Mr. Patterson to the committee.** A meeting needs to be posted for next week, to work with the architects.

Mr. Patterson said there are problems at the garage, some of which are safety issues. The heat went out the other day. He mentioned safety issues that need to be addressed so that the building stays functional until the new building is ready. A two-year plan for maintenance during that period will be prepared by Mr. Patterson.

Ms. Ness said there was some thought that a portion of the property might be separated and sold separately. Mr. Gilmore thought the people who have been researching possible sites be consulted regarding their findings. Ms. Clarke suggested there be a mandate that the committee explore options and come back to the BOS with a proposal to be discussed at a public hearing. Mr. Patterson has taken the architects to the Oxford property and some other sites, and they said the Oxford property is the best place. He has a drawing of the site with a building on it.

In order to be ready for a debt exclusion question to appear on the annual warrant and ballot, decisions need to be made fairly quickly. The Board needs to make sure that the word is out and people realize that if they have ideas or suggestions now is the time to present them.

Mr. Gilmore suggested that the former Deerfield Plastics building might have some space available for temporary use. He suggested this be checked out.

Special Fund: Mr. Sadowski, a Navy veteran, who recently passed, was very interested in Memorial Day activities. His family has requested that a memorial fund be established in his name to help with Veteran and Memorial Day activities. **A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted, to authorize a Charles Sadowski Veteran's Day Memorial Fund.**

Historical Commission: **A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted to appoint Kenneth Schoen and John Nove to the Historical Commission.**

Energy Resources Committee: **A motion was made by Ms. Ness, seconded by Ms. Clarke, and voted, to appoint Katherine Cavacco and Jeffery Jewett to the Energy Resources Committee.** Ms. Clarke asked as a matter of clarification, if there was a protocol for submission of names for appointment to committees. Typically, the interested parties usually submit a letter of interest. Usually, the committee chair is aware of persons who are being recommended. Mr. Gilmore said the Board would take the matter under advisement and come up with a policy.

Revised Restraint of Dogs Notice: Mr. Kubiak has revised the notice which the Board issues each year so that it does not have to be done annually. The changed wording is: effective until revoked. **A motion was made by Ms. Clarke, seconded by Mr. Gilmore, and voted, that the Restraint of Dogs Notice be accepted as presented.**

License Renewals: A motion was made by Ms. Ness, seconded by Ms. Clarke, and unanimously voted, to approve the general licenses, as listed:

Afterworks, LLC – Entertainment Yearly
Bella The Salon – Home Business Renewal
Deerfield Healing Arts – Home Business Renewal
GMG Enterprises – Class II License
Harold Wrisley – Wrisley Funeral Home – Funeral Director
Lawrence Wrisley – Wrisley Funeral Home – Funeral Director
Trustees of Deerfield – Sec 14 W M 1dy

A motion was made by Mr. Gilmore, and seconded by Ms. Clarke, and voted, that the stamp be used for signing the licenses.

Sewer Commitment 2012 1-1: A motion was made by Ms. Ness, seconded by Ms. Clarke, and unanimously voted to accept the sewer commitment for Eaglebrook School in the amount of \$15,401.34.

Town Administrator's Report: Mr. Kubiak returned from another meeting in time to ask if the BOS had reviewed the time schedule that needs to happen in order to be ready for a debt exclusion question to appear on the annual warrant and ballot.

Revised fee schedule - Mr. Kubiak will have it available for the BOS to review at the next meeting.

Scenic By-way – Referring to a letter from Beth Giannini, FRCOG Senior Transportation Planner, regarding development of a corridor management plan for the RT 116 scenic by-way program, Mr. Kubiak suggested that Mr. Schoen and Mr. Nove, who were appointed to the Historical Commission earlier in the evening, be appointed to represent Deerfield. Ms. Ness made a motion, seconded by Ms. Clark, and unanimously voted, to accept Mr. Kubiak's suggestion. The purpose of this committee is to explore ways to promote and protect Rt 116 a scenic by-way which passes through the Town.

Representative to FCAT - Ms. Clarke reminded that someone needs to be appointed to represent Deerfield.

A motion was made by Ms. Ness, seconded by Ms. Clarke, and voted, to adjourn the meeting.

Respectfully submitted,
Priscilla Phelps