

Board of Selectmen  
Meeting – February 15, 2012

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

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

**Minutes:** None reviewed

**Public Comments:** None

**Selectmen’s Comments/Announcements:** Ms. Ness attended the Emergency Activation Plan meeting for Brookfield (Bear Swamp). The EAP activated during the emergency was reviewed. She felt they had done a good job. There is a willingness to work with NRCS and to better communicate by providing advance notice of their actions (releasing of water) in anticipation of a big event such as Tropical Storm Irene. Ms. Ness said this could include an open line for conference calls. TransCanada has taken a defensive position and is not ready to discuss the issues. Ms. Ness said a lot of information has been generated that needs to be pulled together so that it’s available and meaningful. Mr. Gilmore spoke of LAPC and the developing of a Standard Operating Procedure for use at the local level. Ms. Ness spoke of the use of Ham radio operators for communication purposes. In fact she is about to take a test to become a ham operator. Mr. Kubiak reminded that at one point the amateur radio operators had a repeater on Pocumtuck Ridge. It’s currently leased to WFCR.

**Appearances before the Board:**

Pole Hearing - Mr. LeBlanc, representing WMECO

Mr. LeBlanc said the installation of an additional pole on King Philip Ave. was at the request of a homeowner for relocation of the electrical service to correct a dangerous situation. The change created a long span, which over time would create another problem. The solution was to install a new pole across the street. There being no comments for or against, the hearing was closed. A motion was made by Ms. Ness, seconded by Ms. Clarke, and unanimously voted, to approve the request for installation of a new pole.

Energy Committee: Present: Amy Gazen-Schwartz, chair

1. Solar installations - Ms. Schwartz said she wanted to check in to keep the Board up to date on what’s happening. She asked Mr. Kubiak about the solar project. He said Eric Weiss is preparing an RFP to try and market solar installations on landfills for several area communities. This would be under the Hampshire Sustainability Group as a way to sell electricity. He needs to follow up on Mr. Weiss’s progress.
2. Street lights – The list has gone out to the Police and Highway Departments. Mr. Kubiak is not sure where they are as far as actually tagging the poles goes. The idea is to actually flag the poles so people can see what may happen depending upon any action the Board may take. Ms. Clarke asked why the Highway and Police Departments were involved. Mr. Kubiak responded that they were checking for safety issues and would flag the poles as they were checked off. They would be working from a list provided by the Energy Committee.
3. Campaign for residents – The Town has a plan for reducing energy use in town buildings; businesses in town are also making similar efforts. The focus of the Energy Committee is now to develop a

campaign to encourage residents to reduce energy use. The slogan is 12/12; the idea is to reduce energy use by 12% in 2012. She detailed the many ways in which the campaign would be promoted.

Ms. Clarke commented that the Energy Committee might like to participate with the garage project, noting that the committee is meeting on Friday mornings at 10:00.

### **Discussion/Decision Items:**

**Sealer of Weights and Measurers** - Mr. Kubiak explained now that Deerfield's population is over 5,000, the Town must hire its own Sealer of Weights and Measures. He presented a draft contract with the Commonwealth of Massachusetts for the provision of this service. There was a fee schedule, which he said he and the Building Inspector would need to review to see what services would be required (how many permits were issued, etc). Ms. Clarke said she would love it if this could be a self-sustaining item, with fees sufficient to cover costs. She commented that she was still looking for a complete list of fees charged by the Town. Mr. Kubiak said the list she requested was in the Board's mail box. He went on to note that persons requiring the weights and measure inspections were currently paying fees for the service to the Commonwealth. The change would be that fees would now be paid to the Town; the Town, in turn, would pay a fee to the Commonwealth for conducting the inspections. The proposed fee for service is shown as \$6,000, \$4,000 of which would be collected in fees. He would like to see this continue to be a user based service, as it is now. Advantages of having the Commonwealth continue to provide the service is: 1) familiarity with the sites, 2) handling of complaints (which would be done by the Commonwealth). He can check with other communities to learn how they handle fees and service.

**Library request for transfer of funds** – The Library Trustees request for a transfer of \$524.00 from the Reserve Fund to cover an unexpected cost for kilos (?) conversion required by the Access board was discussed. **Ms. Ness made a motion, seconded by Ms. Clarke, and voted, to authorize the transfer.** Mr. Gilmore voiced concern that this was a maintenance item that should be planned for.

**Pocumtuck Valley Memorial Association** - The PVMA will be holding its Spring and Fall fairs again this year and requests closing of Memorial Street and parking during the hours of those events. This year, the PVMA had to acquire a state promoter license. Mr. Kubiak said this was a new regulation that had come down from the state. The only organization that appears to meet the requirements for this license is the PVMA. **A motion was made by Ms. Ness, seconded by Ms. Clarke, and unanimously voted, to approve the request for parking and street closings and transient vendor's waivers for the 2012 Craft Fairs.**

**Personnel Board appointments** - Albert Olmstead will represent the Finance Committee on the Personnel Board. **A motion was made by Ms. Ness, seconded by Ms. Clarke, and voted, to appoint Jay Wallace and John Paciorek to the Personnel Board.** The appointment is until June 30, 2012. The Personnel Board now has enough members to make a quorum; however, two more persons are needed to complete the Board.

**Highway updates** - Present: Shawn Patterson

1. Garage Committee - Mr. Kubiak reported that the committee is now meeting every Friday morning. The site proposed is a portion of the Oxford property. The property has been walked with DEP and resource areas flagged.
2. Chapter 90 Project Money – Mr. Gilmore explained that Chapter 90 money will be used to purchase some equipment to increase productivity of the highway department. Ms. Clarke said the backhoe is equipment that has been contracted out; the hope is that this will be a cost saving move. Mr. Patterson

expects it will be used on a daily basis. **A motion was made by Ms. Ness, seconded by Ms. Clarke, and unanimously votes, to use Chapter 90 monies to purchase highway equipment.**

**Surplus property** - Mr. Kubiak asked if the Board was ready to advertize for sale property indicated on Map 169, lot 147, the so called Dean Property. Town meeting has authorized sale of this of property. If it is ready to put this property up for sale, he will come back to the Board with a suggested minimum bid.

Someone in the audience asked why the Town was in such a rush to sell. He suggested there were probably only three abutters who would be interested in the property. Could it be delayed until after summer? Ms. Clarke said in the case of this piece of property, there is an interested party. There are probably other parcels that can be available, as well.

Mr. Gilmore asked if there was any reason for a rush to sell this property. Since the answer was, "no," he asked could there be a grace period where it could just sit? The answer was that the Town voted to allow the Board to sell it; it can elect to do so at any time.

Speaking to Mr. Kubiak, Mr. Gilmore said, it's really great that you inform me of something I already know. But the question asked was: is there something earth shattering that we have to do something on this right now?" The response was that there is an interested buyer and it would be a chance to get the property back on the tax roles.

Ms. Clarke asked if the other interested parties were notified that this was going to be on the agenda. When Mr. Kubiak said they weren't, Ms. Clarke said, "Would you please start doing that, when you know there are interested parties?" She said they should at least get a copy of the agenda. Mr. Kubiak said if there was an agreement to advertize the property, his intention was to notify all the abutters that the property was going to be offered for sale. Ms. Clarke continued, "I've made this request before: when there is something on the agenda, and we know there are parties who care about it, I want them to know it's on the agenda for this meeting. It's a waste of time to have the discussion with half of the people here and have to come back to it, etc. If your office is so swamped that you can't go through six items and say somebody ought to take five minutes and leave a voice mail 'this is on the agenda for Wednesday night, ' then we have a work load problem.'" Mr. Gilmore agreed. Ms. Clarke said that perhaps the manner of posting needs to be changed. She continued that the information needs to be useful, not just meeting legal requirements. She said it's too hard, in this town to know what's going on. She would like this to change.

A gentleman in the audience said he's sent a letter in the sometime in the fall in which he stated he would like to be notified when the property was going to be for sale. He said he found out about it yesterday morning when a person on the Planning Board saw him in town and told him about it. Mr. Kubiak revealed that before the property is put up for sale he needs to obtain the assessed value. This matter will appear on a future Board meeting, and at that time abutters will be notified.

A woman asked a question about capital gains tax on the property. She was told there were no tax and no capital gains.

A woman who identified herself as Barbara Pulaski, who said she did not live in town, but had an interest in the property, said she would like to be notified if this property goes up for sale. Mr. Kubiak stated that he had talked to her earlier in the day and they had agreed that if the Board voted to sell the property, he would do that. She wanted to know if there was another similar property that had been sold by the Town. Mr. Gilmore said he thought there was a land swap. The Assessors could provide that information.

**Regional Animal Control Proposal** – Ms. Clarke gave a brief report on the process. She had concerns about how a town could obtain information about cost prior to committing to participation. She was told that such concerns could be addressed in the rules and regulations, but she felt some information needed to be known prior to that time. She said the idea of a regional program was good, but without certain information, some people would have to vote no. Ms. Ness said there was now a budget, which was an improvement. However, the budget is based upon the assumption that a grant will be received. What happens if it isn't?

**Budget** – Mr. Kubiak asked how the Board would like to review the budget. Mr. Gilmore said he would like to see the budgets as the Finance Committee reviews them. He found the Finance Committee's response to some requests interesting. Ms. Ness suggested spending a little time at the next meeting to go over anything Board members had questions about.

Two items not in the budget at the moment: Seals – weights & measurers, and reverse 911. Ms. Clarke said she'd talked to some vendors at the MMA meeting and found there would be no savings to tie into the school notification system. There was some discussion about the merits of the emergency notification systems. Mr. Gilmore said bulletin systems work fine; however he made a distinction between it and an emergency communication system. He said the infrastructure to support an emergency communication system is not in place. He then went on to describe the emergency notification systems in use around nuclear facilities.

Ms. Clarke suggested some information, such as cost, would be important to know for budgeting purposes. Mr. Gilmore described price ranges \$2.00 - \$4.00 per household, depending on services required. Some systems cost an annual fee (\$4,000 – 5,000) sold by minutes used. He said the schools had a nice program that cost \$3.45/household. Mr. Kubiak will contact some of the providers. Ms. Clark asked if he would have time to do this. Mr. Kubiak said he would. Mr. Gilmore asked that he find out who in the community would be responsible for issuing the alerts.

A question was asked about whether or not the Town had an emergency call-in number. The answer was calls should be placed to the Police Department. In some places, such as Barnstable County on the Cape, there exists a county-wide emergency preparedness system. Mr. Gilmore pointed out with all the scrub oak in that area there were emergencies every year or so. He said in Deerfield there are three entities that are not willing to sit down together and decide who would be responsible to dispensing the information. A woman in the audience reported that another town (Burgy?) had a system that the Fire Department oversees. Ms. Ness suggested checking with Conway, that has a system.

Once again Ms. Clarke asked Mr. Kubiak if he would have time to obtain the information which the Board would need to move forward with a decision regarding a town-wide emergency notification system. Mr. Kubiak said he would make the commitment to have at least one quote available for the next Board meeting. He reminded the Board that he had put a copy of the Town's fee schedule in each of their boxes for them to review and discuss at a future meeting.

A motion was made by Ms. Clarke, seconded, and voted to adjourn the meeting with the signing of the warrant.

Respectfully submitted,  
Priscilla Phelps