

Board of Selectmen Meeting
Minutes – July 24, 2013

Present: Selectmen – Mark Gilmore, Carolyn Shores Ness
Interim Administrator – Wendy Foxmyn

The meeting was called to order at 6:38 pm at the Deerfield Town Hall.

Minutes: Minutes of July 3, 2013 were reviewed and accepted in a motion made by Ms. Ness and seconded by Mr. Gilmore.

Public Comments: none

Selectmen's Comments/Announcements: Mr. Gilmore presented a plaque to Michael Phillips in recognition of his service as the interim highway superintendent while the Town searched for a replacement following the retirement of Harold Eaton, Jr. Mr. Phillips commented on his appreciation of the support he received from the office staff and his co-workers.

Ms. Ness reminded that this is hurricane season and advised people to be prepared just as they would in anticipation for winter storms.

Mr. Gilmore reported on the successful antique car show sponsored by the Lions Club and Yankee Candle.

There will be an election in September to fill the open position on the Board of Selectmen. (September 9, 2013)

CodeRed – Ms. Foxmyn encouraged people who are not signed up for CodeRed to do so. Forms are available in Town Office. There is information on the Town website, as well.

Board of Health Comments/Announcements: Ms. Ness warned about the abundance of ticks this season. She said a small amount of vinegar in bath water will cause ticks to “drop off.” She also reminded that mosquitoes are plentiful and encouraged people to check for standing water which is breeding ground for them.

Hearings/Appearances before the Board:

Site Assignment Hearing - 6:45 pm hearing

Present: Several abutters

Neither Mr. Romanowski nor his attorney appeared for the site assignment hearing.

Mr. Romanowski did submit a letter stating that he no longer is raising pigs to sell commercially and currently has only five (5) for his personal use. There was discussion of the appropriate way to maintain some control over the site, should conditions change. Although conditions are better at the moment, frustration was voiced by the abutters. The Board, noting that without some representation of Mr. Romanowski being present, was hesitant to change the terms of the site assignment. It would like to continue inspections of the site. The decision was made to continue the hearing. A motion was made by

Ms. Ness, seconded by Mr. Gilmore, and voted, to continue the hearing until the first meeting in September.

Discussion/Decision Items:

- Franklin County Solid Waste Management – A motion was made by Ms. Ness, seconded by Mr. Gilmore, and voted, to sign two copies of the MOU between the Town and the Solid Waste District for sludge hauling.
- Scanlon & Associates – FY 2012 audit – Mr. Gilmore made a motion, seconded by Ms. Ness, and voted, to sign the engagement letter with Scanlon & Associates for the FY'12 audit.
- Deerfield EMS application – ALS-Paramedic level services – A motion was made by Ms. Ness, seconded by Mr. Gilmore, and unanimously voted, to sign a letter of support for upgrading the ambulance service to ALS-Paramedic Level.
- Signatory Authorization – A motion was made and seconded, and unanimously voted, to authorize Wendy Foxmyn, the Interim Town Administrator, to sign contracts on behalf of the Town. She agreed to bring items to the attention of the Board, to keep them appraised.
- DOR letter – A motion was made, seconded, and voted to approve the letter to DOR requesting a limited town administration study focused on the Town Administrator position and with additional consideration of the retirement of the Treasurer/ Collector / Town Clerk.
- Authorize hiring of Marilyn McArthur per recommendation of the Historical Commission to work on the Town history project.
- Walter's Propane project – The Board briefly discussed the proposed project on Greenfield Rd and determined that their concerns, largely of safety, would be addressed by other departments, such as the Fire District. Ms. Foxmyn will complete a statement for submission.
- BOS meeting dates - The BOS will meet on the following dates: July 31, August 14 and 21, September 11 and 25. EMS meetings will be August 8 and 19 at 7:00 pm in Sunderland.
- Appointments – Public Weighers – Ms. Ness made a motion, seconded by Mr. Gilmore, and voted, that Paul Johnson and Curt Neil be appointed as Public Weighers.
- Ms. Ness reported that there are several open positions on boards and committees.

Interim Town Administrator's Report – Ms. Foxmyn reported that she has been very busy.

- Cleaning - She announced that Town Hall will be closed on July 26th for cleaning. Mr. Gilmore suggested that it would be a good time for all departments to do some cleaning, spruce up their working environments, as well.
- Police Union – There has been a delay in the union contract process. Currently, we are waiting for the union lawyer to review some information.
- Transfer Station – Jan Ameen and Kevin Scarborough have met to consider issues, including filling the dumpsters before transporting and redesigning the pattern of traffic flow.
- Solar project – The Solar project on the landfill is on hold as there are new regulations to address.
- Green Communities – Ms. Foxmyn has met with Bob Lesko, the facilities director for the schools, to look at the improvements that will be paid from the green communities grant.
- Town Hall – The replacing of windows on the north side of the building has run into a structural issue that needs to be addressed by the architects in consultation with a structural engineer.
- CPA – Ms. Foxmyn has met with the Historic Commission and had a chance to view the work on cemetery restoration projects. She is pleased with the work.
- MassDOT – This afternoon there was a meeting to discuss the designs for improved rail crossings for Pleasant St and Elm Street. There will be a presentation at a Board meeting.

- On-line permitting – Since the Progeus program does not meet our needs, a different program used by FRCOG and also by towns in Berkshire County is being considered. Ms. Foxmyn, Dick Calisewski, and Pat Kroll traveled to Berkshire County to see a presentation which looks promising. There may be grant money available to implement the program.
- Conference – In September Kayce Warren and Ms. Foxmyn will attend a conference on data collection/performance management. (Cost/benefit analysis)
- Policies & Regulations – A project is underway to get all of the Board of Selectmen policies collected into one place. The same needs to be done for Board of Health policies. The tobacco regulations need to be completed and presented at a public hearing to be adopted.
- Personnel Policy – There is a meeting next week which Ms. Foxmyn will attend.
- CodeRed – Ms. Foxmyn has registered and done the training. The system was activated last week to announce the cooling center. It appears there may not be as many people signed up as thought. Mr. Gilmore had some recommendations on creating lists for specific types of notifications.
- Inner-tubing issue – A meeting has been set up with the person running an inner-tubing rental business. Police and Health officials are included.
- DEDIC – At next week's meeting appointments to that committee will be made in order to get it functional. Senator Rosenberg's office has been in contact with the Town on behalf of Bayer Coporation. regarding plans for expansion.

FEMA reimbursement – Ms. Ness had questions about a reimbursement check recently received. She hoped that someone was keeping close track of FEMA reimbursements. The check in question was for a February 8th snow storm.

Departments will be scheduled to visit Board of Selectmen's meetings on a rotating basis to keep the Town apprised of their activities/ concerns. The process will begin after school begins.

A motion was made, seconded, and voted to adjourn the meeting at 8:10 pm.

Respectfully submitted,
Priscilla Phelps