

Board of Selectmen Minutes
Meeting – March 26, 2014

Present: Carolyn Shores Ness, David Wolfram Mark Gilmore arrived late

The meeting was called to order at 6:30 pm with members Ms. Ness and Mr. Wolfram present.

Minutes of the March 12, 2014 meeting were approved.

Public Comments: none

Selectmen's Comments/Announcements: The annual spring clean-up of River Road is planned to happen on April 12th, with the 13th as the rain date.

Board of Health Comments/Announcements: Continue to wash your hands.

Hearings/Appearances before the Board:

- **Deerfield River Portage-** Present: Kate Clayton-Jones (owner), Dick Calisewski
Ms. Clayton-Jones and her partner have been operating a tubing business on the Deerfield River. Last season there were many complaints and problems associated with the influx of people using the river. Ms. Clayton-Jones reported on the ways that the business plan has been changed to accommodate the concerns raised by the Town. She stressed that the Deerfield Portage is a livery business, one that carries people with inner tubes and detailed some of the changes intended to alleviate erosion, parking, and safety concerns. The question remained about whether a special permit from Deerfield was needed for the business to continue. Ms. Ness said a waiver would be needed from the ZBA to conduct a commercial outdoor business, in a residential area. Ms. Clayton-Jones reminded that hers is a livery/taxi service. Mr. Wolfram commented that the Town has no bylaws that address the situation. Ms. Ness pointed out there is other issues, such as water quality on the Deerfield River of interest to DEP and accessibility concerns of DCR that affect the Town.

Mr. Gilmore made a motion, seconded by Ms. Ness, and unanimously voted, that Deerfield Portage be granted a one year trial period under the provisions of the plan discussed which will be presented in writing. Ms. Clayton-Jones added that there will continue to be an open dialog with the Town and its delegates during the trial period at the end of which an evaluation will occur.

- **Assessors** – Present: Bruce St. Peters
Previously the policy has been that Assessors had the right to sign contracts for that office. Mr. St. Peters said generally that amounted to three small contracts. He wanted to know if this was still the policy, or had it changed. He was advised that until recently Bernie Kubiak and Mary Stokarski were certified procurement officials for the Town. Now that both have retired, Kayce Warren is in the process of becoming certified. The role of procurement officer is included in the town administrator job description. Following discussion of Mr. St. Peters' question, **a motion made by Mr. Wolfram, seconded by Ms. Ness, and voted (2-0-1), that Ms. Warren be appointed to handle the Town's procurement needs during the period she's contracted to serve as Town Administrator.** (Mr. Gilmore abstained from the vote as he was not present during most of the discussion.

- **WWTP Chief Operator** – Present: Shawn Patterson

Mr. Patterson presented a letter recommending a new Chief Operator to replace Don Chappell who is retiring as of July 1, 2014. **A motion was made by Ms. Ness, seconded by Mr. Wolfram, and unanimously voted, to offer the position to Eric Meals.** He will start at grade 4 step 9 on the compensation chart. During discussion, Mr. Gilmore raised the matter of privatizing the operation of the Town's two treatment plants. He was disappointed that this had not been explored.

A motion was made by Ms. Ness, seconded by Mr. Gilmore, and unanimously voted, to accept with regrets the retirement notice of John Kaczinski, effective May 1st. Mr. Kaczinski was a certified operator working under the direction of Don Chappell. To make the transition of operators smoother, Mr. Patterson said the Mr. Meals, the new Chief Operator would be brought on board early so that he could work with Mr. Chappell and participate in the search for a replacement for Mr. Kaczinski. The Board thought this was a wise arrangement.

Discussion/Decision Items:

- **A motion was made by Ms. Ness, seconded by Mr. Wolfram, and unanimously voted, to accept Merrigan Way as a Town Road.** The official address of the new Public Works Building is **9 Merrigan Way.**
- **A motion was made by Ms. Ness, seconded by Mr. Wolfram, and voted, to relinquish the Town's right of first refusal to purchase property of Samuel and Joan Chickering being removed from Chapter 61A and to waive the 120 day wait period.** The land involved is a sliver of property shown on a Plan of Land, dated December 20, 2013, prepared by Daniel Warner for Regina S. Boron.
- **A motion was made by Ms. Ness, seconded by Mr. Wolfram, and voted, to turn back on street lights at 117 River Road and Sugarloaf Street in front of Wrisley Funeral building due to safety concerns.**
- **A motion was made by Ms. Ness, seconded by Mr. Wolfram, and voted to accept the resignation of Herb Sanderson.** Mr. Sanderson is resigning so that he can begin receiving retirement funds.
- Bob Ahearn a member of the Board of Oversight of the newly formed South County Emergency Services (SCEMS) presented Zack Smith for the Board's approval. **A motion was made by Ms. Ness, seconded by Mr. Wolfram, and unanimously voted, to accept Zack Smith as the Director of SCEMS at grade 6, step 1 of the Compensation schedule.** He will be working with the Board of Oversight to establish some guidelines and setting goals for the new service.
- **Volunteer labor** - Bruce St. Peters, a member of the CPA committee, reported that the committee has received an application for use of CPA funds for new playground equipment at the elementary school. He pointed out that the application is from the PTA (town) for a project on town property. The question he posed was: would the Board or the Town support the plan to use volunteer labor to build the structure. Ms. Warren said she has looked into the liability concern and reported that volunteer labor can be used as long as there is supervision. She will check further to clarify who can provide the

supervision. **A motion was made by Ms. Ness, seconded by Mr. Wolfram, and voted to support the use of volunteer help.** A letter in support of this project will be sent.

- **A motion was made by Ms. Ness, seconded by Mr. Wolfram, and unanimously voted, to close the Annual Town Meeting as of March 26, 2014.**

- **Articles on the warrant** – Ms. Warren presented a list of several items that may be on the annual warrant. The Police Chief has submitted an article for a public safety revolving fund. The library has two articles related to feasibility planning and design of the library subject to receipt of a grant. There is a citizen petition. Also an article to address the change in MGL dog laws. The Personnel Board has articles.

Mr. Gilmore made a motion, seconded by Ms. Ness, and voted, to accept a policy for remote participation in accordance with the provision of Mass. General Laws.

- **Budget** – Mr. Gilmore suggested taking a look at items that have an increase of more than 2%. Mr. Wolfram noted that it seemed as if the Finance Committee has the misconception that it is in charge of the budget. Mr. Gilmore clarified that the Board of Selectmen is responsible for approval of the budget which is presented to the Town. There was discussion about the unsustainability of the school budgets. There was discussion of the possibility of an override.

Other business:

- Jay Stryker was present to inquire about any things the Town is doing to be prepared for large emergencies such as a mile-wide tornado or a fire storm. Ms. Ness and Mr. Gilmore provided information about many things that the Town is doing. Some things mentioned were a Resilient Communities Plan, DAWN, the annual EDS event to keep a trained core group of people ready to respond, Franklin County Planning, and cooperation from local businesses. There is a lot going on behind the scenes.

- Pain In the Mass Tour – A two day bike tour originating in Marlboro, MA will pass through Deerfield in September as a fund raiser for the Home Away Fund. A letter will be drafted acknowledging this event.

- Ms. Warren notified the Board of plans to take vacation June 27 – July 7.

- Meetings – The Board will meet with the Finance Committee Tuesday April 1, and 9, 2014. The next Board meeting will be April 9, 2014.

A motion was made to adjourn the meeting with the signing of the warrant. (Warrant #W14-20 – payroll \$257,321.07, Vendors \$969,340.85, totaling \$1,226,661.92).

Respectfully submitted,
Priscilla Phelps

Documents:
Letter from Shawn Patterson – WWTP operator