

Board of Selectmen Minutes
Meeting – June 25, 2014

Present: Selectmen - Mark Gilmore, Carolyn Shores Ness, David Wolfram
Interim Town Administrator - Kayce Warren

The meeting was called to order at 6:30 pm at the Deerfield Town Hall, 8 Conway Street.

Minutes: In a motion made by Mr. Gilmore, seconded by Mr. Wolfram, and unanimously voted, the minutes of June 4, 2014 were approved, as written.

Public Comment: none

Selectmen's Comments/Announcements: Mill Village Road, in the vicinity of Bar-Way Farm, will be closed July 7 thru August 15 between the hours of 7:00 am and 3:30 pm for the installation of a culvert.

Mr. Wolfram noted a comment in *The Recorder* in which DOT suggests towns have no control over some roads, including those with railroad crossings. Mr. Gilmore suggested scheduling a public hearing to discuss the matter of Conway Crossing vs Pleasant St. crossings might be effective. He thought letters to our legislative representatives could also be helpful.

Board of Health Comments/Announcements: Free tick testing is available. Ms. Ness reminded that the Town Nurse is available on Wednesdays, if anyone needs help sending a tick sample in for testing.

Hearings/Appearances before the Board:

- Highway Department: Reorganization Plan: Shawn Patterson, Kevin Scarborough, Mike Phillips, Dick Calisewski

Mr. Scarborough began by stating that he was sad to see Mr. Patterson go. He felt the services to the residents have increased due to changes initiated by Patterson. He went on to say he works well with Mr. Phillips, a department foreman, who will serve as his assistant during the interim process. Mr. Scarborough identified the many hats that he has assumed, as Interim Highway Superintendent, noting several additional qualifications and certifications he has that will benefit the department, especially in the areas of OSHA training and safety planning.

Mr. Phillips said he expects to have a more authoritative voice, including being a signatory. He named several new things that he was interested in developing: pavement management plans, and IP Gateway data base accepted by FEMA. The discussion turned briefly to the mosquito population which is a huge health issue. Projects he hopes to direct some attention to are sidewalks and replacement of dangerous guardrails.

Mr. Wolfram asked if the proposed changes included an increase in the number employees. Mr. Scarborough explained that as currently proposed his foreman position would not be filled until

a decision was made on the Director's position. The plan will be shared with the Personnel Board before any decisions are made.

Discussion/Decisions Items:

- **FRCOG: Highway purchasing:** A motion was made by Ms. Ness, seconded by Mr. Gilmore, and unanimously voted, to participate in the FRCOG Highway Cooperative Purchasing Program.
- **Weston & Sampson Contract:** Mr. Patterson explained that the Town has received a \$ 976,000 STRAP grant for a project on River Road. Weston & Sampson prepared the plan and will provide oversight. **Ms. Ness made a motion, seconded by Mr. Wolfram, to sign a contract with Weston & Sampson for services totaling \$55,000.00.**

Mr. Calisewski, who is a property owner and abutter to the road, was interested in the Town's right-of-way. Since a right-of-way was never granted to the Town, it will be necessary to obtain rights-of-entry from property owners along the project area.

- **Surplus property:** Mr. Calisewski reported on a need to investigate the condition and worth of some properties owned by the town. In some cases there could be structures that should either be repaired or torn down. He would be willing to work with someone from the board to evaluate each parcel, based on a list provided by the Assessors. Mr. Gilmore offered to go with Mr. Calisewski.
- **Insurance Renewal:** It is renewal time for the Town's insurance plans. Mr. Gilmore was concerned that the proposal from Joseph Insurance Agency, Inc. for FY'15 was received without enough time for the Town to carefully review it. The Board plans to solicit bids next year. In a motion made by Mr. Gilmore, seconded by Mr. Wolfram, the Board voted to accept the proposal.
- **SCEMS IMA – Lease agreement:** Present – Kevin Scarborough
The lease agreement between SCEMS and South Deerfield Fire District is a one year lease renewable annually up to three years. The intent being that the service will find a new home by the end of the term. **A motion was made by Mr. Gilmore, seconded by Mr. Wolfram, and unanimously voted, to sign the agreement.** Sunderland and Whately will sign similar agreements. **A second motion was made by Mr. Gilmore, seconded by Mr. Wolfram, and unanimously voted, to sign the Whately agreement when it becomes available.**
- **Letter of Intent:** Mr. Wolfram **reported** that the town is interested in installation of solar panels on the closed landfill. Its proximity to transmission lines seems to favor such a plan. Solare, a solar company, seeking authorization to do due diligence as to the feasibility of building a solar system on that site, has requested a letter of intent the town is agreeing not to work with another firm. **A motion was made by Mr. Wolfram, seconded by Ms. Ness, and voted (2-0-1) to sign a letter of Intent.** Mr. Gilmore abstained.
- **Appointments:** The Board reviewed and discussed the list appointment to the various committees. Mr. Gilmore and Mr. Wolfram will continue to serve on the SCEMS Oversight committee, although Mr.

Wolfram feels the Town Administrator should be one of the representatives once one is appointed. The Emergency Services Committee is on hold as the mission statement is being revised. Note was made that there is a need for interested persons to become involved in the Cable Advisory Committee; there is talk of changing the rules. There are several vacancies on other boards and committees. **A motion was made by Mr. Gilmore, seconded by Mr. Wolfram, and voted, to approve the appointment list, as presented.**

Town Administrator's Report:

- **Budget Planning:** Ms. Warren reported that the administrators and treasurers from Sunderland, Whately, and Deerfield, plus the Superintendent and a financial person from the schools met to discuss upcoming issues that will be facing everyone. A meeting is planned for July; this meeting will include Conway.
- **Siemens:** Recently members of the Energy Committee and Ms. Warren met with Siemens representatives to discuss the annual report. Kristin Bakker and MA Swedlund had questions for which answers were requested.

There being no further business before the Board, a motion was made, seconded, and voted to adjourn and to authorize the signing of warrants # 14-27 and # 15-01 when they become available.

Respectfully submitted,
Priscilla Phelps

Documents: Appointment list