

Board of Selectmen Meeting
Minutes - November 5, 2014

Attendance: Selectmen- Carolyn Shores Ness, Mark Gilmore, David Wolfram
Town Administrator – Kayce Warren

Minutes: Mr. Wolfram made a motion, seconded by Ms. Ness, and voted to accept the minutes of October 8, meeting. (2-0-1) Mr. Gilmore abstained, as he was not present at that meeting.

Public Comment: none

Selectmen's Comments/ Announcements: Ms. Ness suggested people stop by and support Jerry's Place when it opens following renovations necessitated by the unexpected appearance of a car in the middle of his establishment. Mr. Gilmore commented on how pleased he was at the number of voters who turned out for elections.

Board of Health Comments/ Announcements: Ms. Ness reported that the EDS drill went well, 391 of the 730 flu shots dispensed were done within the first hour. She thanked Yankee Candle for use of its parking lot and bathrooms and the Highway Department for its support.

Hearings/ Appearances before the Board:

- **Veteran's Services:** Present- John Paciorek, Mark Fitzgerald, Tim Fitzpatrick
The state has mandated changes in Veterans Services that will require more full-time and part-time agents. It seems beneficial to merge the districts with Greenfield to form the Upper Pioneer Valley Veterans' Services District. Deerfield could decide to open its own veterans' office which would require a part-time agent to be available at least 19.5 hours per week.

To ease costs of merging the districts there are two \$10,000 grants available. An application has been submitted for a CIC grant as well.

Mr. Gilmore made a motion, seconded by Ms. Ness, and voted, that the Town of Deerfield withdraw from the Central Veterans' District and join the Upper Pioneer Valley Veterans' Services District, effective July 1, 2015.

- **Deerfield Inn :** Present Susan Martinelli and Phil Zea
Ms. Martinelli updated the Board on the status of employee training and certifications for employees at the inn. She also advised the Board that the inn had chosen to take advantage of a revised regulation of ABCC allowing increased hours for serving alcoholic beverages. The Board voted in a motion made by Mr. Gilmore and seconded by Mr. Wolfram, to approve the increased hours of serving alcoholic beverages of Sundays.

- **Historical Commission:** Present – John Nove, Henrietta Kocot

Plans for creation of a display cabinet to be located in town hall were discussed. The cabinet is intended to be a place where artifacts found in Deerfield can be securely displayed. Everyone present seemed to agree that the location between a bay on the north side of the meeting room would be an appropriate place.

- **Old Grammar School Assessment:** Present – Greg Farmer

Mr. Farmer reported that his organization had been charged with determining the level of historical significance, structural integrity, and physical condition of the Senior Center (formerly a grammar school). He summarized that the building was well constructed and could benefit from normal rehabilitation. Basically it suffers from deferred maintenance. It is historically significant and should be designated as such. The attic, which has no access, is not useable. A ballpark estimate for rehabilitating the building is one million dollars. This includes addition of an elevator which would be required for almost any public use. Because this building has not been abandoned and is still functioning, he feels it is well worth rehabilitating. Mr. Farmer said his report did not include specific uses of the building. However, when asked about the possibility of use for senior housing, he said that could be one use. He recommended the first step be to pursue a historic designation, as that would open the door to many types of funds.

Following this report Mr. Nove and Ms. Kocot spoke of their frustration in obtaining CPA funds for use in the planning phase of a project such as the one that had just been discussed. It appears there may be some issue with the interpretation of acceptable uses of CPA funds. This may require some research.

- **Highway Report** – Kevin Scarborough

River Road work has been completed; remaining work will be done to restore residents properties and prep for guardrails. Since the project came in under budget, a section of road from the state road to Beaver Rd has been milled and repaved.

WWTP – Borings for the solar installation at the treatment plant have been completed. Mr. Scarborough is waiting for a work schedule from the contractor. He was reminded that the electrical inspector needs to be kept abreast of the project (there are permits to be filed, etc.)

Bus stops – Work is being done in determining spots to be designated as bus stops. One is across from Frontier, the other on Sugarloaf St. just south of Fisher's Garage.

ADA compliance – Quotes for door replacements at town hall have come in. Mr. Scarborough plans to replace as many doors as his budget allows.

Mr. Scarborough continues to follow-up on the railroad crossings.

- **Finance Committee:** Present – Skip Olmstead, Ralph Healy, John Paciorek, Tom Clark, and Bill Cummings

Mr. Olmstead said the committee had three questions for the Board. 1. What is the status of the Oxford property loan? He was advised that the loan is land based and that the Town will continue to pay on the loan which will be reduced by proceeds from the sale of a portion of the land. 2. What is the thinking on 84 N. Main St.? Ms. Ness said, although there was conversation about possible senior housing, nothing is happening there. 3. Why is the Town looking into possible purchase of the Western Mass. Library building in Whately? The concern was about buying property in another town. Mr. Gilmore confirmed that the Town is interested and is investigating the feasibility. The suggestion was made that Whately purchase the building and lease portions of it to the parties (such as SCEMS). There was a lengthy discussion during which many questions were voiced. The Board hopes there will be a lot of discussion about this proposal which may eventually come before the Town for a vote.

The question came again about when the “free cash” money would be available. Ms. Ness explained the delay.

Mr. Healy spoke about the need for planning through capital planning, maintenance, preventative maintenance programs.

Discussion/Decision Items

- Circle K – A motion was made by Ms. Ness, seconded by Mr. Wolfram, and unanimously voted to approve the increased hours for Sunday mornings , as per M.G.L. 138, § 15, for Circle K.
- Assistant Building Commissioner – Mr. Calisewski, the Building Commissioner requested that Kyle Scott, the alternate inspector be appointed Assistant Building Commissioner. Following a brief discussion, a motion was made by Mr. Wolfram, seconded by Mr. Gilmore, and voted, to make the appointment.
- Surplus Property – Mr. Calisewski presented information about properties that are owned by the Town and could be sold. Several are already building lots. A motion was made by Mr. Wolfram, seconded by Mr. Gilmore, and voted, to put an article on the special town meeting warrant for authorization from the town to declare them surplus and available for disposal.
- Wiring Inspector fee schedule – The Wiring Inspector has discovered that some of the fees do not cover the cost of his time, especially those for solar projects which require a review of plans plus three inspections. A revised fee schedule was submitted for approval by the BOS. Mr. Gilmore made a motion, seconded by Mr. Wolfram, and voted to approve the revised electrical permit fee schedule.
- Treasurer– At the next BOS meeting, the Treasurer will attend with a request for authorization to borrow in anticipation of revenue.
- Cable license renewal – A motion was made by Mr. Gilmore, seconded by Mr. Wolfram, and unanimously voted, to authorize the Deerfield Cable Advisory Committee to compile ascertainment from the Comcast cable license renewal process and forward it to Comcast together with a request for an RFP. A motion was made by Ms. Ness,

seconded by Mr. Wolfram, and voted to appoint Mr. Gilmore to the Deerfield Cable Advisory Committee until June 30, 2015. Comment was made that the Tri-town committee has made good progress.

- **SCEMS** - In the process of going from DEMS to SCEMS some paperwork was missed. At the time of the transition the Baystate intercept ambulance service operating from the Franklin Medical Center was also changing, necessitating the signing of an agreement with the new company, MedCare Emergency Health. Mr. Gilmore noted that the agreement should not be signed by the BOS but by the SCEMS Board of Oversight (BOO) for the ambulance service. The Selectmen will make this recommendation. There were other concerns as well, so the agreement will be returned to Zack Smith for clarification.
- **Snow removal services** – One bid has been received from Matt Gilmore for provision of snow removal services. Mr. Scarborough said he has checked the references and is pleased with the response. A motion was made by Mr. Wolfram, seconded by Ms. Ness, and voted, to award a contract for plowing services in Old Deerfield to Gilmore Construction. The contract is for one year with the ability to be extended for an additional two years.

Town Administrator's Report

- Ms. Warren reported that she had a visit from Sharon Paciorek regarding traffic concerns at the intersection of North Main and Pleasant Streets, where she serves as the crossing guard. She will meet with Chief Paciorek and the Highway Superintendent to discuss strategies to address the problem.
- Executive Assistant position – Ms. Warren reported that the search committee has made a selection. Once she has had an opportunity to meet with the selected candidate, she will make a recommendation to the board.
- Future meetings will be held on November 19 and December 3.

A motion was made, seconded, and voted, to adjourn with the authorization to payroll and vendor warrants upon completion, and at the convenience of board members.

Respectfully submitted,
Priscilla Phelps