

DEERFIELD BOARD OF SELECTMEN

MEETING MINUTES - JANUARY 7, 2015

A regular posted meeting of the Deerfield Selectmen was held on January 7, 2015.

Present: Carolyn Shores Ness, Mark Gilmore

Also: Kayce Warren

Absent: David Wolfram

MEETING CONVENES

The meeting was called to order at 6:36 PM.

SELECTMEN'S COMMENTS/ANNOUNCEMENTS

Ms. Ness congratulated the Highway Department for their work on keeping roads clear and clean during recent poor weather, including pre-treating roads prior to weather events. Mr. Gilmore concurred; Gilmore also mentioned his suggestion to the Highway Superintendent to make use of the "Code Red" telephone announcement system to alert the public in regard to road conditions as needs may warrant.

BOARD OF HEALTH COMMENTS/ANNOUNCEMENTS/APPEARANCES

Ms. Ness reminded the public that the flu is 'circulating', and strongly suggested a flu shot, as well as to maintain proper hygiene as much as possible.

Mr. Gilmore suggested some humorous home-spun remedies for those who might be suffering from colds or flu.

Ms. Ness reiterated that the EDS committee had conducted some research previously, and suggested that some over-the-counter remedies made from elderberry may also be a suggested remedy to avoid a cold.

MINUTES OF PREVIOUS MEETINGS

The minutes from November 19, 2014, were reviewed. It was MOVED by Gilmore, SECONDED by Ness,

To approve the minutes as presented.

Passed: 2, 0.

PUBLIC COMMENTS

Lacey Arnold (Interim General Manager from FCAT) presented information about an open house at FCAT, Inc., 8B Elm Street, in South Deerfield, on January 29, 2015, from 4:30 to 6:30. Ms. Arnold also spoke about the 'mini open houses' that will happen at Sunderland and Deerfield Town Halls;

the Deerfield "Mini Open House" will be on January 28, 2015, at 5:30 PM, prior to the Selectmen's meeting on Monday, January 26, 2015, at about 5:30 PM.

PUBLIC HEARING: 6:45 PM

VERIZON POLE PETITION #4A0A7RB ON MCCLELLAND FARM ROAD, DEERFIELD

At 6:45 PM, Ms. Ness opened a public hearing for public comment in regard to a pole placement on McClelland Farm Road. Mr. Paul Davis, from UC Synergetic, represented Verizon, presenting the plans to place a new pole. (Plans attached to these minutes).

There was no comment from the public. Ms. Ness declared the public hearing closed.

It was MOVED by Gilmore, SECONDED by Ness, to

Approve Verizon Pole Petition #4A0A7RB as presented.

Voted: 2, 0.

DISCUSSION / DECISION ITEMS

ANNUAL PERMIT RENEWALS

Various permit requests were presented.

It was MOVED by Gilmore, SECONDED by Ness

To approve the permit applications as presented.

Voted: 2, 0.

COMCAST DEADLINE EXTENSION

Comcast has requested a deadline extension for the RFP issued on December 7.

IT was MOVED by Gilmore, SECONDED by Ness,

To approve the requested RFP extension as requested by Comcast.

Voted: 2, 0.

PROCUREMENT CARD RESOLUTION FOR APPROVAL

In order to expand the line of credit for the debit cards used by staff, a resolution

It was MOVED by Gilmore, SECONDED by Ness,

To approve the resolution as presented in the packet.

Voted: 2, 0.

TOWN ADMINISTRATOR'S REPORT

Ms. Warren discussed several topics:

- Beth Greenblatt has been contacted in regard to consultation on renewable energy grant projects. In addition, the FRCOG has also been contacted in regard to renewable energy projects, and potential grant funding sources. More information will be available after the new state administration is in place. (Mr. Gilmore expressed concern with the reporting obligations in relation to certain types of state grants). Warren suggested that Ms. Greenblatt may also be able to provide technical assistance and reporting needs related to Renewable Energy projects and grants. Mr. Gilmore also supported negotiating with Ms. Greenblatt in order to provide any assistance that may be provide. Ms. Ness was interested in finding ways to extend savings on electricity to community members.
- The DOER "Clean Water Wastewater Solar Grant" contract has been executed, as part of the ODWWTP Solar Installation. Kevin Scarborough (Highway Dept) is keeping Administration apprised of the progress on that project.
- The Recreation Committee has submitted a report in regard to their activities, and has requested a meeting to discuss their projects. A presentation by the Recreation Committee will be scheduled on January 28th (if possible), an alternative date for a meeting will be on February 10, 2015.
- The possibility of meeting with representatives with the Frontier School Committee was discussed. It was suggested that a joint meeting with representatives of the School Committee, Finance Committee and School Committee might be the best option. Warren will coordinate a joint meeting night, potentially on January 20, 2015 as part of a regular Finance Committee Meeting, with January 21, 2015 as an alternative date.

PUBLIC HEARING: 7:00 PM

LIQUOR LICENSE TRANSFER/ISSUANCE OF STOCK, CHANGE OF DIRECTOR REQUEST

Ms. Ness opened the public hearing at 7:07 PM for the purpose of discussing a transfer / issuance of stock / Change of Director Request. Present was Vivek Sharma, president of Vyasam, Inc., and Aryn Merchant, he proposed Treasurer / Secretary of Vyasam, Inc.

A brief presentation by the applicants was made. There were no comments from the public.

It was MOVED by Ness, SECONDED by Gilmore,

To approve the application for the transfer / issuance of stock, section 15, Package Store / Goods, from Vyasam Inc. d/b/a/ Conway Road Neighbors, as presented.

Voted: 2,0.

The public hearing was closed at 7:13 PM.

ADMINISTRATOR'S REPORT (CONTINUED)

- At Town Meeting in 2014, changes to dog licenses were approved. However, a conflict now exists in regard to kennel licenses. Ms. Warren asked the Select Board to request that the Planning Board study this issue, and suggest appropriate changes. Specific suggested areas of focus include inspection and oversight. Generally, the board agreed; Ms. Warren will relay the request to the Planning Board.
- The RFP for the old highway garage property has been issued, and one request for information has been received. Various deadlines have been scheduled, with a walkthrough of the property scheduled for Friday, January 9, 2015. Deadline for proposals is February 2; a recommendation is anticipated by February 10.
- A meeting of Department Heads has been scheduled for Friday January 9, 2015. Topics to be discussed include budget preparation, and general communications.
- A draft contract for the Town Administrator will be presented at the next meeting (January 14, 2014).
- The Administrator proposed a timeline for receiving and reviewing applications, interviews of applicants, and recommendation of final candidate(s) for Highway Superintendent. Ms. Ness suggested that a review of the job description should be performed prior to initiating an advertisement for and review of applications. Ms. Warren suggested that the two current members of the personnel committee (two members), plus a member of the Select Board, perform that task. Mr. Gilmore suggested that volunteers to sit on the Personnel Committee be sought prior to review of the job description. Ms. Ness suggested that, if the Highway Department staff has reviewed the job description, the process should be pursued with due haste. Gilmore: If there are other alternatives (such as promoting from within) are available, they might be considered.

NEXT MEETINGS

Tentatively scheduled for January 14, 2015, and January 28, 2015.

Additionally, legal posting for a joint meeting with the School Committee and/or the Finance Committee will be made for a date amendable to all parties.

Additionally, a legal posting will be made for the duration of the MMA conference (to be held in Boston on February 22-24) will also be made, with the conference schedule / agenda as agenda for the meeting. The Clerk (David Wolfram) will take notes related to any deliberations or decisions that are made during the conference.

At 7:35 PM, It was MOVED by Gilmore, SECONDED by Ness, that

The Board of Selectmen voted to enter into Executive Session for two purposes:

To consider the purchase, exchange, lease or value of real property, as allowed by Mass General Law, Chapter 30A, Section 321(a)(6), and

To discuss strategies with respect to collective bargaining or litigation, as allowed by Mass General Law, Chapter 30A, Section 21(a)(3),

the chair so declaring that an open session may have a detrimental effect on the government's bargaining or litigating position.

Upon conclusion, the board will resume in open session only to adjourn.

Role Call Vote: Gilmore: Yes.
 Ness: Yes.

The board entered into executive session at 7:35 PM.

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After resuming from executive session, it was MOVED by Gilmore, SECONDED by Ness

To adjourn.

Voted: 2, 0.

The meeting adjourned at ____ PM.

Respectfully submitted,

Douglas C. Finn