



TOWN OF GRANBY

COA Building
10 West State Street
Granby, MA 01033
Telephone: (413) 467-7177 Fax: (413) 467-2080
Website: www.granby-ma.gov

Town Administrator: Christopher Martin

Granby Select Board: Mark L. Bail, Chair
Mary A. McDowell
Louis Barry

Board Meeting: October 17, 2011 @ 7:00 P.M.

AGENDA:

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

CITIZEN PARTICIPATION:

OLD BUSINESS AND INFORMATION:

Landfill Update
Charge for Financial Management Team
Winter Salt Bid #998
Renewal of Orlen/Chartier Gravel Permit

APPROVE MINUTES: October 4, 2011

TOWN ADMINISTRATOR:

APPOINTMENTS:

7:15 PVPC-Kelvin Molina-CDBG
7:30 Daniel Darcy-Landfill

NEW BUSINESS AND INFORMATION:

- 1 Accept Departmental Reports
- 2 Approve and Sign Maintenance Warrants
- 3 Highway Winter Mailbox Policy
- 4 Preliminary Report from Town Office Space Committee
- 5 Central Corridor Rail Coalition Resolution
- 6 Resolution in support of H1972- "An Act Regulation Election Primaries"
- 7 SOI's for the Granby School Systems

EXECUTIVE SESSION:

ADJOURNMENT:



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Meeting Minutes of October 17, 2011

Members Present:

Mark Bail, Louis Barry, and Mary McDowell

Mr. Bail, chair called the meeting to order at 7:00 P.M. and led the meeting with the "Pledge of Allegiance".

CITIZEN PARTICIPATION

NONE

OLD BUSINESS

Landfill Update: Chris told the Board that he has been having some concerns on what's been going on with landfill. He had sent some copies of bills from Waste Management (WM) that the town had recently received in their information packets for this meeting. 1) The issue that he has is basically that he has a bill for the period of July 1st –August 31st, 2011 in the amount of \$37,057.54. Based on the amount of tonnage that they say Granby deposited in the dumpsters (278.09 in July and 307.80 in August) totaling 585.89 tons. With that tonnage and amount being billed they are charging us \$63.25 a ton rather than the correct price by the CPI of \$65.23. He has a concern. He has sent an email to Tom Murray (TM) about his concern and has not heard back from TM.

2) He has received a bill in the amount of \$19,222.15 which included a past due amount of \$8,510.71 which at the time of the bill he had never received a bill for the past due amount and a current charge of \$10,711.44 for the month of September. Looking at the back-up most of the slips were for Granby Boxes, however he had problems with the following slips that said Granby resident on the signature line:

<i>September 20th</i>	<i>Black Pick-up</i>	<i>2.35 tons</i>
<i>September 20th</i>	<i>Tan Pick-up</i>	<i>.91 ton</i>
<i>September 20th</i>	<i>White Box Truck</i>	<i>.25 ton</i>
<i>September 27th</i>	<i>White Box Truck</i>	<i>.71 ton</i>
<i>September 29th</i>	<i>Gray Truck</i>	<i>.74 ton</i>

He was under the impression that no one was allowed to go in the back without a one-day pass from the Select Board office. He checked on the one-day pass list that have been

given out for the month of September and none were given out on these dates. So he believes they are allowing residents to in the back when we have said they are not allowed without a slip from us. Chris asked TM to look in to these slips as well. Chris believes that the Granby Box slips are for containers in the front of the landfill that the residents drop off their waste in as the slips indicate that they are emptied the day after we are open for the residents.

Mary McDowell (MM) Asked why haven't we met with Waste Management (WM) & TM again?

Chris told the Board that he had an email into TM asking why we haven't met again. TM told Chris that he had a lot of GPS data and did want to setup a meeting time. Chris told him that he wanted the data first so that the Board could look at it, think about and then meet and then talk to them intelligently and he has not received an email back from TM since. And now these bills have been starting to roll in.

(MM) We have enough evidence here to indicate that we should stop paying until we get some resolution to these problems. We need to make sure what was on-going in our other meeting and this new stuff gets resolved. This is all very scary that these answers are not readily available.

Chris told the Board he is not paying anything at this time.

3.) Chris has also received a bill from WM for \$162.00 which was based on \$62.00 a ton with no back-up and he has no idea what is for as such has no idea why they are charging the Town of Granby. *(MM)* When we talk about the commutative amount of money that is being involved here it is unbelievable. Chris asked the Board if they would like him to set-up a meeting so we can at least get into talks about all of this. Board agreed that he should and Mary McDowell would take time-off from work to attend the meeting, as this was really important.

Louis Barry (LB) Asked if this could result in the opposite being true with WM not paying us the host fees. *Mark Bail (MB)* said they are still going to owe it to us the same as we are going to owe them. At least we know what amount the host fee is. *(LB)* also wanted to know if Council was involved. Chris told him that we had Special Council involved in the initial meeting and he would be letting know about this current situation. *(MM)* explained that we were still waiting for answers from the first meeting with WM *(LB)* Needs to be resolved one way or the other. Have they removed those stops from the route for the Town of Granby? Chris said we don't know that, he had sent the Board the updated spreadsheet. They said the sequence number is how the route was developed. He didn't see that from the sequence number list. He thought they assigned a sequence number to each stop as they went down through according to the list. *(LB)* regardless of the sequence we were getting charged for trash not from the Town of Granby.

Charge for Financial Management Team: Mary McDowell read the following charge for the Financial Management Team:

Financial Management Team Charge

1. *Develop a Town of Granby Accounting and Financial Policies and Procedures Manual.*
2. *Develop and implement a Town of Granby Risk Assessment policy and procedure for adoption by the Selectboard.*
3. *Review the Town of Granby's Investment Policy. If no policy exists, then develop an Investment Policy for approval by the Selectboard. On an annual basis, review and report on compliance with the policy to the Selectboard.*
4. *Investigate on-line payment options for residents. Report said findings to the Selectboard.*

5. *Review current town revenue streams. Identify potential issues regarding the current revenue sources and report them to the Selectboard for use in planning future budgets.*

Mary McDowell thought that in the past that the on-line payment options for residents was under the purview of the Town Treasurer. Chris told the Board that our Town Collector has been approached by a bank to see if the town is willing to enter into an agreement. (MM) asked who approves something like, she thought that it was not the Select Board and that is why we did not move on it in the past. Chris feels the Board should be involved now, in thinking about it this is something that would be town wide policy. It may start with the tax bills but it could end up with other departments using it. Mark Bail said we now have a team who could work on it. Chris said the Team would basically give their findings to the Select Board, keep the Board appraised on what the town would be offering. He did not say they that they needed the Board's approval, just that they would be letting the Board know if they were going to institute such a program.

On a motion by Mary McDowell and seconded Louis Barry by the Board unanimously approved the Financial Management Team Charge as read and brought forward by the Town Administrator.

Winter Salt Bid #998: At the Board's last meeting they awarded Hampshire Council of Governments Winter Salt Bid # 998 of Liquid Calcium Chloride & Liquid Magnesium Chloride to Safe Road of 130 Lancaster Rd, Shirley MA & Guilderland Center, New York. Chris Martin explained to the Board that Granby was the only community who showed in interest in using Safe Road and as such the bid was awarded to Innovative of Glenmont NY.

On a motion by Mary McDowell and seconded by Louis Barry, the Board unanimously voted to amend the Winter Salt Bid # 998 of Liquid Calcium Chloride & Liquid Magnesium Chloride voted on a the Select Board's meeting of October 4th, 2011 to be awarded to Innovative of Glenmont, New York at \$1.22 per gallon.

Renewal of Orlen/Chartier Gravel Permit: At the last meeting, MM had questioned the completeness of the submitted application due to unchecked boxes. The application was sent back to the Conservation Commission and Mr. Orlen came into the office. He then completed the application. He stated that he had already submitted some of the information and the Conservation Commission did not ask for any additional information. This issue is that different information is required for anew application vs. a renewal application. Mr. Martin will contact Mr. Sheehan and go over the current application for potential revision.

On a motion by Mary McDowell and seconded by Louis Barry, it was unanimously voted to grant the gravel permit to Gregg F. Orlen and Leon Chartier of 212 Batchelor Street.

APPOINTMENTS

PVPC-Kelvin Molina-CDBG: Kevin Molina (KM) of Pioneer Valley Planning Commission spoke to the Board about Community Development Block Grant (CDBG)

that the town is involved in. One of the specific requirements of the grant is to have the Select Board endorse the Community Development Strategy (CDS). The CDS is a summation of the planning that the town has done in recent years. KM attended the Granby Planning Board meeting on October 11th, 2011 to verify what he has on the application. KM handed out the Town of Granby's CDS to the members of the Board (copy included in the minutes). It is the same as it was last year. He then talked about the big picture of the CDS. Granby along with Belchertown and Hadley came together with a regional application for CDBG, which includes a Housing Authority Infrastructure Project (last year's application also included a Housing Planning aspect, however based on feedback from the other towns (it had to be a regional approach) it was dropped because the other towns were not interested). So this year in reapplying for the CDBG (key reason we were unsuccessful was because there was lack of community input/public participation) he has met with anyone who wanted to meet with him. The grant is for roughly \$900,000; specifically for Granby we are using the Housing Rehabilitation Program

Daniel Darcy-Landfill: Mr. Dan Darcy came in to talk about the landfill issue. Last week he tried to dump his dumpster and was refused. He was told that he or the Town now had to pay \$65.00 a ton for waste was disposed. Now he can't just dump his dumpster but can take his truck and dump the waste. LB stated that the Town is currently in transition from free disposal to paying for disposal. The Board is currently investigating ways of disposing of waste. Cathy Leonard stated that Mr. Darcy, while he has a current sticker, hasn't called for a one-day permit to dispose of his waste. Mr. Darcy can still call for a one-day pass to dispose of waste in his truck.

TOWN ADMINISTRATOR

Mr. Martin had notified the Board that the Town had purchased a CodeRed notification system and asked Chief Anderson to come in and explain the system to the Board. Chief Anderson stated there are two tiers; an emergency level – for tornadoes, chemical leaks etc. whereby a call would go out to every resident notifying them of the emergency and a non-emergency level – for snow bans or other event notification of residents. The notification can go from town-wide to street level notice. The system can also be programmed for internal notification only. It is similar to the ConnectEd system used by the schools. Residents can enroll by going on the Town website, clicking on the link and enrolling. They can select notification by home phone, cell phone or text. The Board discussed the system capabilities with Chief Anderson.

MM asked Chief Anderson about District II. He stated that he did meet with them and for now there will continue to be dual response until something can be determined as both sides feel a responsibility to the residents involved.

Mr. Martin presented the union contract to the Board. There were four issues that were addressed in finalizing the contract; shift differential language provided by Lou; union leave in relation to the Ethics Law; the physical standard whereby the annual test would meet current HRD physical standards and stipends whereby if the same officer was the

SRO and canine officer only one stipend would be paid. MM asked about the recent leave of absence issue and if it would be included in this contract or the next. LB stated that it is a police policy is not part of the contract. After discussion, it was decided that the Police Chief, union members and the Town Administrator would develop a policy for Board review.

On Friday, Mr. Martin received a letter from Mr. Nally stating he would terminate all IT services effective immediately. Mr. Martin had also received a letter from HCOG indicating they would be offering regional IT services. Mr. Martin is currently assembling the required information. In the mean time, the Public Safety IT professional would be asked to fill in on an emergency basis.

Mr. Martin reported the District Incentive Grant required a letter of support from the Board. However, at this time the Board of Health has not signed a letter of support. Once they sign a letter of support, Mr. Martin will present a support letter to the Board.

NEW BUSINESS

Departmental Reports: On a motion by Mary McDowell and seconded by Louis Barry, it was unanimously voted to accept the departmental reports as written.

Maintenance Warrants: On a motion by Mary McDowell and seconded by Louis Barry, it was unanimously voted to approve and sign the maintenance warrants.

Highway Winter Mailbox Policy: Chris had not received the final draft yet and asked that it be postponed and placed on the next meeting agenda in November.

Preliminary Report from Town Office Space Committee: Louis Barry told the Board that the Town Office Space Ad-Hoc Committee had not yet voted on some changes that were made to the committee's preliminary report so he did not have the report for them tonight but hoped to have it for them at the Board's next meeting.

Central Corridor Rail Coalition Resolution: Mr. Martin received an email from Blake Lamothe, Project Manager for the Coalition in Palmer asking surrounding communities to pass a resolution supporting increased passenger service in the area. MM read the resolution.

On a motion by Mary McDowell and seconded by Louis Barry, it was unanimously voted to adopt the resolution.

Resolution in support of H1972- "An Act Regulation Election Primaries": Chris asked the Board not to sign the support resolution until they talked to Kathy Kelly-Regan, Town Clerk. Chris will ask her to attend the Board's meeting on November 7th as he thought that Kathy had some reservations concerning the resolution.

SOI's for the Granby School Systems: The Board discussed the upcoming updating of the current SOI's process. Mr. Martin had forwarded the current SOI's to the Board. John Libera, Finance Committee and Mark Bail Selectboard will represent the Town. A meeting is currently being scheduled. The Board agreed that no SOI will be support without the West Street School issues being the priority.

INFORMATION

MM asked if an answer had been received regarding the Gordon Landry request. Mr. Martin stated he did but did not bring it with him to the meeting.

MM asked that a letter be sent to Emre Evren asking that the Master Plan be completed and if he can't then have a plan in place to complete it.

MM asked if the Charter Day Committee request for an itemized transaction list had been addressed. Mr. Martin stated that Kathy LeBeau had sent the report.

MM stated she had been in touch with Jim Barry asking if notification of the Library request would be available before Town Meeting. Mr. Barry said we would get the \$144,000 but the energy savings hard numbers were not available. Mr. Martin had contacted CET, as recommended by Mr. Barry, but has not received a call back yet. Mr. Martin stated he needed to submit a new application to DOER to ask for funding of the Library request. Mr. Barry had also told him that as the Town does not have in-house personnel to perform the hard number calculations, that DOER has funded those costs through the grant in the past.

MM again asked that the minutes be done in a timely manner.

MINUTES

ADJOURNMENT

On a motion by Mary McDowell and seconded by Louis Barry it was unanimously voted to adjourn the regular session meeting @ 8: 55 PM

Respectfully submitted,
Cathy Leonard
Town Administrator's Secretary