



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: January 3, 2012 @ 7:00 P.M.

AGENDA:

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

CITIZEN PARTICIPATION:

OLD BUSINESS AND INFORMATION:

Write-off ambulance bill

Green Communities MSA

APPROVE MINUTES:

TOWN ADMINISTRATOR:

NEW BUSINESS AND INFORMATION:

- 1 Accept Departmental Reports
- 2 Approve and Sign Maintenance Warrants
- 3 Award lift Bid
- 4 Approve and Sign 2012 Common Victuraller's Licenses
- 5 Approve and Sign 2012 Class 3 License Renewal
- 6 Approve and Sign 2012 Class 2 License Renewal
- 7 Charter Day Request
- 8 Email Concerning Departmental Reports

EXECUTIVE SESSION:

ADJOURNMENT:

**REGULAR SESSION
JANUARY 3, 2012**

Members present: Mark Bail, Louis Barry and Mary McDowell

Others present: Christopher Martin

Chairman Bail called the meeting to order at 7:00 pm.

Chairman Bail led the meeting in the pledge of allegiance.

Mr. Martin stated that at the last Board meeting they had abated an ambulance bill. However, the auditors look for an official abatement form with Board signatures. Also, the reason for the abatement is in accordance with Section one of the official Ambulance Abatement Policy.

Mr. Martin stated that the Town has received the MSA for the Green Communities grant in the amount of \$144,125. As Mr. Martin was named the contact person in the application, he needs to sign the MSA. Ms McDowell asked if all of the projects are listed on the MSA. Mr. Martin replied that is in another document.

On a motion by Ms. McDowell and seconded by Mr. Barry, it was unanimously voted to approve the Town Administrator to sign the Green Communities MSA.

On a motion by Ms. McDowell and seconded by Mr. Barry, it was unanimously voted to approve the departmental reports as written.

On a motion by Ms. McDowell and seconded by Mr. Barry, it was unanimously voted to approve and sign the maintenance warrants.

Mr. Martin stated the Town had received three written quotes for the installation of a lift at the Council On Aging building. The bids were: Garaventa Lift in the amount of \$24,977; Nationwide Lifts base bid of \$23,800 plus \$2,255 for shaft construction for a total of \$26,055 and All-Ways Accessible base bid \$21,380 plus \$1,000 for battery backup plus \$2,255 for shaft construction for a total of \$24,635. The representative for Garaventa made measurements while he was here and stated there was sufficient space to install the lift without digging or disturbing the roofline. The All-Ways Accessible specifications for the proposed lift required 132½" between the 1st and 2nd floors. The Town measured the distance and there is only 122" between floors thereby being 10½' short. Based on all of the data, Mr. Martin recommended awarding the contract to Garaventa Lift in the amount of \$24,977.

On a motion by Ms. McDowell and seconded by Mr. Barry, it was unanimously voted to award the lift contract to Garaventa Lift in the amount of \$24,977.

On a motion by Ms. McDowell and seconded by Mr. Barry, it was unanimously voted to grant the following common victualler's licenses for 2012 to expire December 31, 2012:

CCLL Corp. dba Little Italy Pizzeria
Cumberland Farms #6698

56 West State Street
West State & Pleasant Street

On a motion by Ms. McDowell and seconded by Mr. Barry, it was unanimously voted to grant a Motor Vehicle Junk License - Class III to Nawrocki's Inc. dba Granby Auto Salvage 115 School Street for 2012 to expire January 1, 2013.

On a motion by Ms. McDowell and seconded by Mr. Barry, it was unanimously voted to grant an Used Car Dealer's License – Class II to Douglas Merrill dba Merrill Auto Imports 121 West State Street for 2012 to expire January 1, 2013.

The Board received a request from Micheline Turgeon of the Charter Day Committee asking the Board to issue a special alcohol permit for the three-day event for \$100 instead of three one-day licenses for the event at \$100 per license. Mr. Martin stated that according to ABCC rules the Town can only issue a one-day special permit. If so desired the Board could waive the fee for the second and third day. Also, according to ABCC regulations, all alcohol and malt beverages have to be purchased from an ABCC approved manufacturer or distributor. Mr. Martin's opinion is that it is an outside business coming into Town for the event and making a profit so the Board should not waive the fee. Ms. McDowell if Mr. Martin has changed his opinion as the Town has done so in the past. Mr. Martin replied that we were first starting when that occurred. In looking further into the ABCC regulations and attending training seminars, we were wrong in issuing a three-day permit. The Board reviewed the ABCC regulations. It was decided to send a letter to the Charter Day Committee advising them of the current ABCC regulations and that the Board will consider a fee waiver on a case by case basis.

The Board received a request from a department head to change the weekly departmental report to a monthly report. Ms. McDowell asked if there were other complaints. Mr. Martin replied that other departments have complained that it is difficult to take time out of their schedule to write the report. Ms. Guenette likes to report on large or special events at the COA. Mr. Barry still wants weekly reports as he feels it should only take five to ten minutes to generate a report. As to Ms. Guenette she can develop a boilerplate of meals served, trips made, fuel applications and pantry users to which other items can be added as needed.

On a motion by Mr. Barry and seconded by Ms. McDowell, it was unanimously voted to respond to Ms. Guenette that her request was discussed but the Board will maintain the current reporting schedule to be reviewed at some future time.

Mr. Martin reported that he received the SOI that will be submitted to MSBA this morning. Mr. Martin distributed a copy to the Board for their review. Mr. Martin also received an e-mail asking if the Board could jointly meet with the School Committee to

vote on the SOI' submission to MSBA. The Board can attend their meeting. The Board then reviewed and discussed the SOI to be submitted.

Mr. Martin stated that he received an e-mail from Chief Anderson that the Town's 2012 ambulance billing rates must be submitted to Comstar. In the past, the Board has voted the billing rate at the Medicare rate plus 49%. This year the Medicare rate has decreased so the Chief is suggesting the rate remain the same as 2011. The Board discussed the prior process in setting the rate. Mr. Martin suggested the Board develop a procedure whereby the current rate be either increased or decreased by the percentage increase or decrease of the 2012 over or under the 2011 ambulance budget.

On a motion by Mr. Barry and seconded by Ms. McDowell, it was unanimously voted to increase or decrease the current by the percentage increase or decrease of the 2012 budget over or under the 2011 ambulance budget.

Mr. Martin stated he received the third IT proposal today. Mr. Martin distributed the three proposals to the Board for their review. The Board reviewed the proposals and discussed them. After their discussion, they asked for references, a bulleted form of the services they provide and a resume of the individuals who will be providing the services.

Ms. McDowell stated she met with the Board of Health regarding their office selling landfill stickers. They are receptive to the idea but had three concerns: only accept checks, the availability of additional help if the clerk is inundated and do it on a trial basis. The Board discussed their concerns and how they could be addressed.

Mr. Martin stated that he was approached about the COA selling bags at their building. The Board was receptive to the idea.

On a motion by Mr. Bail and seconded by Mr. Barry, on roll call vote it was voted to go into executive session at 8:12pm for the purpose of contract negotiations and to come out of executive session only for the purpose to adjourn the meeting. Barry-AYE, Bail-AYE, McDowell-AYE.

On a motion by Ms. McDowell and seconded by Mr. Barry, it was unanimously voted to adjourn the meeting at 9:44 pm.

Respectfully submitted,

Christopher Martin
Town Administrator

MAN 1/17/12
MJB
fwb