



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: Louis Barry, Chair
Mary A. McDowell, Clerk
Mark L. Bail, Member

Board Meeting: October 7, 2013 @ 6:30 P.M.

AGENDA:

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

CITIZEN PARTICIPATION:

OLD BUSINESS AND INFORMATION:

Solid Waste RFP

Historic District Commission-Amend one appointment

RFP-Kellogg Hall

APPROVE MINUTES:

TOWN ADMINISTRATOR:

APPOINTMENTS:

- 6:35 Mary Jo Mungier
- 6:40 National Grid Hearing #13311695
- 6:50 National Grid Hearing #15284655
- 7:15 Charter Days 2013 Wrap-Up
- 7:45 HCOG – Todd Ford/Roland Chaffee
- 8:00 Eric Kinsherf

NEW BUSINESS AND INFORMATION:

- 1 Accept Departmental Reports
- 2 Approve and Sign Maintenance Warrant
- 3 Sewer Abatements
- 4 TA Contract
- 5 Discuss SHFD#2 Letter
- 6 Affirm Appointments to New Building Inspector Pre-Screening Committee
- 7 Approve Committee Charge for New Building Inspector Pre-Screening Committee

EXECUTIVE SESSION:

ADJOURNMENT:



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Meeting Minutes of October 7, 2013

Members Present:

Mark Bail, Louis Barry, and Mary McDowell. Others Present: Christopher Martin

Mr. Barry, Chair called the meeting to order at 6:30 P.M. and led the meeting with the "Pledge of Allegiance".

NEW BUSINESS AND INFORMATION

Departmental Reports: On a motion by Mary McDowell and seconded by Mark Bail, the Board unanimously accepted the departmental warrants as read.

Maintenance Warrant: On a motion by Mary McDowell and seconded by Mark Bail, it was unanimously voted to approve and sign the maintenance warrants.

Sewer Abatement: On a motion by Mary McDowell and seconded by Mark Bail the Board unanimously voted approve the abatement for Sewer Bill No. 2170-496 commitment, No. 13-02 in the amount of \$347.50 for the second half of fiscal 2013 as evidence received by the Board in the form of a letter from their certified water operator for 54-56 West State Street.

On a motion by Mary McDowell and seconded by Mark Bail the Board unanimously voted approve the abatement for Sewer Bill No. 2214-539 commitment, No. 13-02 in the amount of \$556.00 for the second half of fiscal 2013 as evidence received by the Board in the form of a letter from their certified water operator for 104 West State Street.

TA Contract: Mr. Martin contract was opened in January 2013, the Board needs to set up times to negotiate the contract as a Board with Mr. Martin.

Discuss SHFD#2 Letter: The Board felt that they would not respond to the South Hadley Fire District Two letter sent to the residence who live in that District at this time. Mark Bail told the Board that he was willing to take the lead and meet with the town's attorney, Mr. Martin and the EMS personnel to discuss the strategy. Mr. Martin will set-up a time with the attorney. Mr. Bail will report back to the Board in an open meeting.

Affirm Appointments to New Building Inspector Pre-Screening Committee: On a motion by Mary McDowell and seconded by Mark Bail the Board unanimously voted to affirm the

following appoints by the Town Administrator to the New Building Inspector Pre-Screening Committee with terms expiring on 12/31/13:

Donald Zebrowski	Representing Zoning Board of Appeals
Pamela Desjardins	Representing Planning Board
Louis Barry, Pro-Tem Chair	Representing Select Board
William Shaheen	Representing Conservation Commission
Edward Parker Sr.	Resident at Large

Approve Committee Charge for New Building Inspector Pre-Screening Committee: Mary McDowell read the following charge for the committee as amended:

Building Inspector Search Committee Charge

1. *Review the Building Inspector job description.*
2. *Receive and review all applications for the position.*
3. *Conduct pre-screening interviews, as necessary.*
4. *Submit no more than three semi-finalists for consideration to the Town Administrator.*

Looking for December 1, 2013 as an appointment date for the new building inspector. The Select Board office will take care of placing the ad in the paper.

CITIZEN PARTICIPATION

Martin Merrill of Cold Hill asked the Board about American Flags that hung throughout the town on 202 during specific holidays in the past. He would like to have the Select Board recommend to the Finance Committee that there is money allocated to pay for 100 new American flags and that all these flags are hung on those specific holidays each year. Mr. Merrill said that the Lion Club and American Legion use to hang the flags in the past, which they also paid for. Most of the members are at an age were they can no longer do this a kind of work. Chris will send a letter to the Finance Committee asking for the money to pay for the new flags. The Highway Dept. will put the flags up. He will give the list of places to put the flags that he received from Mr. Merrill to David Turcotte.

APPOINTMENTS

Mary Jo Mungier: As nothing as changed from the Town's point of view, concerning her property she did not feel she needed an appointment with the Select Board at this time.

National Grid Hearing #13311695: At 6:40 pm the pole hearing # 13311695 was called to order to grant permission to National Grid to put up a pole, wires and fixtures. Harris St-National Grid to install 5 midspan poles to upgrade by system on road. Location begins a point approximately 1597 feet north of the centerline of the intersection of Batchelor Street and continuing approximately 3378 feet in a north direction. Location approximately as shown on plan filed and herewith marked # 13311695 Harris St-Granby MA dated August 21, 2013.

Chair Louis Barry excused himself from the table as he is an abutter to the hearing. Mary McDowell read the legal ad and opened the hearing to Lisa Jasinski, representative from National Grid.

- Ms. Jasinski told the Board that there was 6 Poles not 5 on the plan. Not sure if that affects anything. This making shorter spans between poles and for upgrading services.

Mary McDowell opened hearing to opponents of the hearing:

- Edward Szewczyk, 154 Harris Street-Asked if the work would affect his pole in front of his house. Ms. Jasinski said that they were adding poles not removing them.

- Lisa Laviolette, 76 Harris Street asked if she could see a plan of the proposed project. Ms. Jasinski said that the best way was to meet her at the site to show her the work that is proposed to take place. Ms. Laviolette also asked about any trees coming down. Ms. Jasinski will look into that also with National Grid's Arborist.

- Pamela Desjardins-Planning Board-Asked if these upgrades have anything to do with being able to run a Solar Farm. Ms. Jasinski said in this case they do not.

- Tamara Jachym, 160 Harris Street, asked if a pole was being placed across from her house. Ms. Jasinski did not know the addresses, only the pole #'s.

- Having no more questions Mary McDowell closed the participation part of the hearing .

- Vote of the Board on this hearing is continued to the Board's next meeting on October 21, 2013 meeting so that the abutter's questions can be answered by National Grid properly.

National Grid Hearing #1528465: At 6:50 PM the pole hearing for #1528465 was called to order to grant permission to National Grid to put up a pole, wires and fixtures. Batchelor St- National Grid to install 2 SO poles and remove 1 SO pole to correct long spans where secondary's are too low and provide service to new home #405. The location begins at a point approximately 953 feet NE of the centerline of the intersection of School Street and continuing approximately 150 feet NE direction. Location approximately shown on plan filed and herewith-marked # 1528465 Batchelor St-Granby MA dated August 28, 2013.

- Mary McDowell read the legal ad and opened the hearing to Lisa Jasinski, representative from National Grid.

- Ms. Jasinski told the Board that there was adding a pole to correct the span for the new house. There are 3 poles from end to end right now and this will make it 4 poles end to end.

- Mary McDowell opened hearing to opponents for this hearing; with none present, Mary McDowell closed the hearing. On a motion by Ms. McDowell and seconded by Mr. Bail, it was unanimously voted (Mary McDowell yes, Mark Bail yes) to approve the petition of National Grid -#1528465-Batchelor Street for as presented. (Legal ad has wrong street named, but right plan # at the bottom of the ad. Everything is correct in ad above that describing the #plan, and location.

- Mr. Martin will have Town Council look at both advertized ads to see they have to be redone.

Charter Days 2013 Wrap-Up: Richard Gaj Sr. & Micheline Turgeon updated the Board on the 2013 Charter Days. It all went fairly well. They still need more town's people to volunteer for parking details during the event.

- The only hiccup was the water problem. Board of Health worked with them to help fix the situation.

- Chief Anderson spoke about the Fireworks, some issues with how they were setoff. The shooter will be getting a fine from the Fire Marshall's office.
- Chief Wishart had no issues.
- Linda Fish, Charter Day Treasurer- spoke about the fact that the Accountant has not given them an update on their account. Mr. Martin will contact the Accountant on this issue of the balance of the Charter Day Account. She and Micheline also had some concerns about the Accountant not paying a reimbursement/donation to a person that the Charter Day Committee put on a warrant and that a W-9 is needed. After some discussion on this issue and Lou Barry reading the actual letter from the person, it was decided that Chris would get back to Micheline after talking with the Accountant.
- The Committee also spoke to the Board about putting together a Committee for the town's 250th parade in four years.

HCOG – Todd Ford/Roland Chaffee: Mr. Ford and Mr. Chaffee came in front of the Board as a follow-up meeting after introducing the Board to Mr. Chaffee as the new Finance Director and Director of Municipal Accounting for the HCOG. As promised, they had a draft contract for the Board that was delivered by email to Mr. Martin at 3:00 pm this afternoon. In essences, it is the same contract as before, except for a few changes. Mr. Ford went over the changes with the Board and told they could look at the contract/send to Town Council and get back to HCOG in a couple of weeks.

- *Services Provided by the Council has been added*
- *Compensation for special requests not covered under the agreement, they now have the right to charge an hourly rate for these services.*
- *The compensation itself for the year is \$23,900.00, for FY2014*
- *a clause is also included if the Town does not agree to extend the contract beyond FY2014.*

●Mr. Martin asked Mr. Ford why they were not going to honor the price given to the Town by the HCOG former Director for FY14 of \$22,500. Mr. Martin used that amount for the budget that he presented on the Town floor in June at the Town's Annual Town Meeting. Mr. Ford said he redid the budget based on the new staff he hired. He tried to keep it as close as he could for all the towns to the original price. He felt that the Town of Granby was given the best deal as it has the most hours budgeted.

●Mr. Martin asked about the new insertion of "*if the Town does not provide technologically current Software and/or Hardware, it agrees to pay a 25% surcharge.* Who makes that determination? On page 2 it says "*Technologically current Software (e.g., SoftWright).* The town's current software runs on Window XP, runs on Windows 7, so the question is do we have to buy SoftWright? Does are hardware have to be current at Windows 7 or 8?

Mr. Ford, it was his understanding from previous conversations that the Town was pursuing SoftWright, which is why we felt comfortable putting it in the contract. As far as the hardware we can add some technical language. We work with towns who do not work with current hardware/software.

●The Board will take everything under advisement, and will not vote on it tonight.

Eric Kinsherf-moved to next Board meeting

APPROVE MINUTES

On a motion by Mark Bail and seconded by Mary McDowell, the Board unanimously voted to approve the following regular meeting Select Board minutes of September 9th and September 16th, 2013.

OLD BUSINESS & INFORMATION

Chief Wishart came in front of the Board to let them know that he has received a resignation letter from Officer Michael Ulmer effective October 2. Officer Ulmer had been employed part-time by the town since 1993. While working for the town he received several accommodations. He was a great employee. His full-time job takes too much of his time to be able to work here also. He is postponing his retirement with the town until he retires with the State.

Solid Waste RFP: Mr. Martin has gone thru the RFP and made all the suggested changes. He has requested a prevailing wage rate for a curbside collection. He has forwarded that information to Allied Waste, along with information on what the current municipal waste is. They are currently looking at the prior quotes that they gave us and will be getting back to him with the revised rates.

He also contacted Tom Murray with Waste Management. The employee who quoted us the first time is no longer with the company. Chris has set an appointment up with the new employee and Tom Murray for Wednesday morning to go over the new information and get a revised quote from Waste Management.

Mr. Martin is ready to issue the RFP with the changes when the Board approves it. December 31, 2013 is still the planned close date for outside waste. He has not heard anything beyond that. He is going to clarify that with Waste Management on Wednesday.

Historic District Commission-Amend one appointment: It was brought to Mr. Martin's attention that when the Board appointed 6 members to the Historic District Commission that only 5 regular members were allowed by the by-law and up to 3 members could be appointed as associate members. Mr. Martin asked the Board if they would amend the appointment of Lisa Petraglia from a full-member to an associate member as there was to members who were who lived in the district. On a motion by Mark Bail and seconded by Mary McDowell, the Board unanimously voted to amend the appointment of Lisa Petraglia from a full-member to affirm as an associate member with a term ending 6-30-14.

Mr. Martin will send a letter to the Historic District Commission asking to hold a meeting concerning the demolition of Aldrich Hall.

RFP-Kellogg Hall: Mr. Martin spoke with the Attorney of the day in the Inspector General's office and with Attorney Ryan because no bids were received for the RFP for Kellogg Hall. Attorney Ryan said that we still have to follow Chapter 30-B Section 16 as there is no other options available and the Attorney of the day in the Inspector General's office said that we need to follow this process one more time. Re-advertise, but she did

indicate that we could change the specs to say that the Board would also entertain best offers less than the appraised price. She also indicated that if that failed that we could also list it with a realtor. However, depending on the price of the realtor, we would also have to do RFP for that service. Final option would be to auction the building off. Attorney Ryan had some questions concerning the last option as the vote that was taken on the town floor was to dispose of following Chapter 30-B Section 16. So it would have to go back to the town floor before we could auction the building off. He has updated the RFP and is planning to put in the Central Registry for next week; he also plans to put it in the Sentinel, Town Reminder, Daily Hampshire Gazette and The Republican. He also will do another walk-thru with any potential buyers. He will also have David Turcotte place a large for sale sign in front of the building. Mr. Martin reworded it to say the Board will take any reasonable offer.

Mary McDowell asked Chris if he was moving in the direction of writing up a contract for the new COA Director. Chris said he was in the middle of getting one written up. Jessica Scahill the new director has a 90-day probation period before she would be given a contract to sign. Her first day was today.

Mary McDowell told the Board that she heard at least twice this week, that there is talk in town about a wastewater treatment plant being build. She was wondering if anyone else had heard that or knew anything about it. No one else had heard anything along that line.

The Board had received two letters from residents concerning trees that they felt should come down that they felt were on town's right away on their property. Both residents received letters from the Highway Superintendent and Tree Warden. The Highway Superintendent also received and sent a letter to a resident concerning truck noise/vibrations on East Street.

TOWN ADMINISTRATOR

Mr. Martin updated the Board on a phone call from MSBA with the Superintendent of Schools concerning the Feasibility Study for West Street School. Mr. Martin and Finance Committee Chair John Libera were also present on the phone call. Two new attachments needed to be completed before the MSBA Board of Directors meeting in November.

Attachment "A" was a budget for the study, a breakdown on how the \$800,000 was going to be spent. How much was going to be spent on the OPM, how much was going to be spent on the Architects, how much is going to be spent on the Environmental Studies for the site/s and any other costs. Attachment "B" is a timeline. There was six major points, the School Building Committee needs to look at and decide on how long each of these points will take to complete. 1. *Completion of Schematic Design*, 2. *Completion of Environmental Studies*, 3. *Final Site Picked*, 4. *Need assessment Completed*, 5. *Alternative Solutions, Pick Solution*, 6. MSBA approval and Town vote for accepting project. When talking with the MSBA they were looking at this to be an 18-24 month process, so they were looking at the Feasibility study portion being completed by November 2015. When done this would then give the Board of Directors of MSBA all

the information they need to decide whether will move on to the funded portion of the project.

250th Town of Granby Celebration Parade Committee: On a motion by Mark Bail and seconded by Mary McDowell it was unanimously voted to affirm the appointments of the following with terms ending June 30, 2015: Micheline Turgeon, George Randall III and Marie McCourt.

Town Counsel Ed Ryan has been trying to get a meeting together with the Library and the Contractor regarding the rock issue with the new free public library site. Chris said he thought that November 1st the site was going to be turned over to the town and that a grand opening ceremony was going to be scheduled for November 16th. Lou did not think that the Library would be opened for the public before the date of the grand opening.

EXECUTIVE SESSION

None

ADJOURNMENT

On a motion by Mark Bail and seconded by Mary McDowell it was unanimously voted to adjourn the regular session meeting @ 8:30 PM

Respectfully submitted,
Cathy Leonard
Town Administrator's Secretary