



# 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](http://www.granby-ma.gov)

Town Administrator: Christopher Martin

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

Board Meeting: November 18, 2013 @ 6:30 P.M.

## **AGENDA:**

### **CALL TO ORDER:**

### **PLEDGE OF ALLEGIANCE:**

### **CITIZEN PARTICIPATION:**

### **OLD BUSINESS AND INFORMATION:**

Tax Title Custodian

### **APPROVE MINUTES:**

### **TOWN ADMINISTRATOR:**

### **APPOINTMENTS:**

7:00 National Grid Pole Hearing- proposed Plan-North St-Granby MA -#  
15624952

### **NEW BUSINESS AND INFORMATION:**

- 1 Accept Departmental Reports
- 2 Approve and Sign Maintenance Warrant
- 3 Building Issues-M McDowell
- 4 Annual Tree Lighting –Kellogg Hall
- 5 HCOG Contract
- 6 Sign DEP Administrative Consent Order

### **EXECUTIVE SESSION:**

### **ADJOURNMENT:**



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Meeting Minutes of November 18, 2013

Members Present:

Mark Bail and Louis Barry, 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". Mr. Barry reported the Mary McDowell would be late to the meeting to start the meeting without her.

## CITIZEN PARTICIPATION

*P. Martin Conway:* Mr. Conway spoke to the Board concerning a Property Tax Work-Off Program. He came in front of the Board a few years ago and received a nice letter back saying the Board would take it under advisement. He is back in to check on any updates. Mark Bail remarked that he remembers the request and he believes that the Board of Assessors and the Finance Committee due to shortages in budgets did not support it.

Mr. Conway also asked the Board for an update on the landfill closing.

- Mr. Barry told him that no solid answers other than the fact that it was closing on December 31.

- The Town Administrator (TA) has put forward a Request for Proposals (RFP) for town wide pick-up. The bag program and user fee will fund the program totally.

- The TA also has had conversations with the South Hadley TA and Highway Superintendent indicating that they would be willing to have a roll-off container for the Town of Granby at their landfill one-day a week until middle of March. They would keep the recycling money and we would pay for the disposal of the roll-off. They also have been talking about a two-town wide pick-up for a better price.

- Today Waste Management also suggested that they would be willing to run just the transfer station for the Town of Granby for a price. Mr. Martin has followed up with an email to Mr. Murray asking more detailed questions concerning their proposal.

- The Select Board will keep the residents informed on decisions for the landfill closing.

*Michael Beck, Chair of Historical District Commission:* Mr. Beck gave the Board an overview of what they have done since appointed:

- Organized-Michael Beck-Chair, Lisa Petraglia-Vice Chair, Gayle Demary-Treasurer, Nancy Brooks-Secretary

- Went over all the buildings that are under the Historical District Commission

- Will be centering most of their attention at this time on Kellogg Hall and Aldrich Hall

- Met with Greg Farmer concerning Kellogg Hall, described what the 150 year old building means to the Town of Granby.

- Will give a report to the Board after their next meeting
- Mr. Barry wanted it noted that the Board was not sure if Lisa Petraglia could be Vice Chair as she is an associate member. Mr. Martin has Town Council checking on this.

*Terry Lajoie, Historic Commission:* Terry let the Board know that the consultant that they hired through the Survey and Planning Grant will be at Town Hall-Annex at 10:30 am on Thursday November 21. She will be introducing her to the Town Clerk, Assessor's Clerk and Tax Collector who she will be working with. She also will be introducing her to the Police Department so that they will be aware of who she is, in case residents ask. Chief Wishart will be doing an all-call to let all the residents know. The Select Board is also invited to come and meet her.

### NEW BUSINESS AND INFORMATION

*Departmental Reports:* On a motion by Mark Bail and seconded by Louis Barry, the Board unanimously accepted the departmental warrants as read. (2-0-0)

*Maintenance Warrant:* On a motion by Mark Bail and seconded by Louis Barry, it was unanimously voted to approve and sign the maintenance warrants. (2-0-0)

On a motion by Louis Barry and seconded by Mark Bail it was unanimously voted to recess the regular session meeting @ 6:40 PM. Meeting reconvened at 6:50 PM with Mary McDowell also present.

#### *Building Issues:*

- Kellogg Hall RFP: Mr. Martin received no bids for the opening, what next? Article on TM floor was to sell, would have to go back to STM to be able to do something different. Some residents have discussed purchasing the building as a non-profit. The Board is interested in looking at any/all options. Put on hold any decisions until spring
- Maintenance Program for new buildings: Lance Reed as an independent contractor does cleaning for all buildings at this time. Chris will be putting an RFP out for cleaning all buildings in the near future for FY15 and the contract will be for one year.
- Mary McDowell believes that the Highway Department cannot keep on doing everything they are doing now concerning maintenance/repairs on all the buildings with the small crew he has now and still maintain our roads. When can we hire him more help? Simple answer right now is that it is not in the budget. Should we would be going back to Town Meeting to ask for more money to fill the foreman position?
- Mr. Martin has had conversations with Dr. Rodriguez about combining services between the Town and School. Chris and Dr. Rodriguez along with representatives from both the Select Board and School Committee should start exploring this concept. Mark Bail is willing to be the representative for the Select Board. The Board would like the first meeting to take place before the next meeting or least a date finalized for a meeting. The Board agreed that Accounting Services/Business Manager and Cleaning Services are the most important items to start with and down the road discuss combining IT Services and Maintenance of Buildings. They would like the first two items to be in place for July 1, 2014.

*Annual Tree Lighting –Kellogg Hall:* Mary McDowell said that she would represent the Board at the Annual Tree Lighting taking place at Kellogg Hall at 6:00 pm on Sunday December 1.

*HCOG Contract:* Mr. Martin told the Board that Roland Chaffee gave him a Consolidated Balance Sheet, that FY13 was closed out and that he would finish the Schedule A by November 30. Mr. Martin indicated at his department head meeting last week he was told that the expenditure reports did not reflect any updates. Mr. Martin has some concerns about signing the contract, as it has a clause about paying 25% more if we do not have Softright in by Jan 1. They had agreed to waive that the last time we met, but sent the contract to be signed with it still included. We will not be ready for Softright until the end of Jan the earliest. Mark Bail and Mr. Martin are meeting with Mr. Chaffee, Mr. Ford and Mr. Pietras on Thursday to discuss scheduling and access to accounting software outside of office. On a motion by Mary McDowell and seconded by Mark Bail, the Board unanimously voted to hold off on signing the Accounting Services Contract with HCOG until next meeting. (3-0-0)

*Sign DEP Administrative Consent Order:* Mr Martin explained to the Board members that the COA had two bad hits in a 12-month period of total chloroform and Dufresne Park testing was not done in September because of a mix-up with our water testing company (Whitewater). Whitewater has taken care of everything and DEP needs the Board to sign off saying it was completed. Mary asked for a written response from Whitewater saying that everything has been taken care of before the Board signs-off on the consent order.

### **APPOINTMENTS**

*National Grid Pole Hearing- proposed Plan-North St-Granby MA -# 15624952:* Louis Barry opened the National Grid Pole Hearing at 7:00 PM. Mary McDowell read the following legal ad:

*LEGAL NOTICE  
PUBLIC HEARING  
TOWN OF GRANBY*

*The Select Board will hold a Public Hearing on Monday November 18, 2013 at 7:00 P.M. in Senior Center Building located at 10-B West State Street, Granby, MA to grant permission to National Grid to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:*

*North St-To install one SO pole #34-84 beginning at a point approximately 96 feet south of the centerline of the intersection of Lyman St. Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.*

*Copies of proposed Plan-North St-Granby MA -# 15624952 -Granby Massachusetts are available in the Select Board's Office 9 a.m. – 3 p.m. Monday through Thursday; 9 a.m. – 12 noon on Friday located at 10-B West State Street, Senior Center Building, 2<sup>nd</sup> Floor.*

*Granby Select Board*

*Louis M. Barry*

*Mary A. McDowell*

*Mark L Bail*

Representative Alex from National Grid told the Board that National Grid would be replacing 250 poles over the next year. Mr. Barry asked any opponents to come forward. Seeing none Mr. Barry closed the hearing. On a motion by Mary McDowell and seconded by Mark Bail, the Board unanimously voted to approve the install for National Grid as presented under the proposed plans for North Street-Granby MA-#15624952. (3-0-0)

## TOWN ADMINISTRATOR

*Update on Sewer Project:* Dennis Setzko, AECOM reported that the USDA application has been filled out. Routine Schematics are prepared and 15% of the routine engineering is finished. They will be moving faster, as they have finished other projects and more personnel will be working on this project. Dennis also wondered if the town wanted to reach out to the gas company to see if they were interested in putting in a line at the same time. Board thought that it would not hurt. Chris will contact the gas companies.

*PVPC-Community Innovation Grant concerning the Sealer of Weights and Measurement Program.* PVPC is looking for a letter of support from the Town of Granby, we currently use the program. On a motion by Mark Bail and seconded by Louis Barry, it was unanimously voted to authorize the chair to sign the letter of support on behalf of the Town of Granby for the Regional Sealer of Weights and Measurements Program. (2-0-0)

*Feasibility Study-West Street School Update:*

- West Street School Feasibility Agreement is on the MSBA agenda for Nov.22
- Chris needs permission from the Board to sign the Feasibility Agreement if we are approved. He then can inform the MSBA that the Board has approved him to sign for them on this agreement.
- The \$800,000 approved at STM will be reimbursed at 57.11%. Extra points will be added on when earned.
- Projected timeline: Move to schematic design phase April 2014; Completion of Feasibility Study July 2015; Project Scope and Budgeting September 2015; MSBA approval for construction September 2015; hold STM for Project November 2015.
- Big item to remember on this project is that OPM must look at the prior study, as MSBA will not pay twice for the same study.
- Mark Bail participated in a conference call from MSBA (Chris was out), they called Dr. Rodriguez at 2:00 PM for call at 5:00 PM. The call was to say that we would receive payment only after the project is complete, not as we occurred the cost, as done before, penalty for not approving the last project.

On a motion by Mark Bail and seconded by Mary McDowell, the Town of Granby Select Board unanimously voted to authorize Christopher Martin, Town Administrator for the Town of Granby to sign the Feasibility Study with MSBA. (3-0-0)

*Other Info:*

● Chris told the Board that he would be taking the Friday after Thanksgiving off, the COA will not be open for meals, but Cathy will be here to do landfill stickers from 9-noon.

● No updates on Board of Health/Select Board Clerk.

● Jessica Scahill has placed the COA clerk position in the paper.

## OLD BUSINESS & INFORMATION

*Tax Title Custodian:* Board continued discussion concerning appointing a Tax Title Custodian for the Town of Granby. • Town Council Ed Ryan gave a name of an Attorney Powers who is willing to do it, but only if he gets all the Tax Title business with it. •Process- Name a Tax Possession Custodian, that person then would auction off the parcels under M.G.L. or if so desires quick sale them under the process of low value land. The current value assigned by DOR for low value land is \$15,000. Assessed value stipulation law, if custodian can deem it beneficial to the Town by any other means, 30-B-Section-16 •Can the Select Board name Christopher Martin Tax Possession Custodian without compensation. Yes, it can be done part of his job. •Town Council is willing to take care of turning over the properties to the new owners. He did not feel comfortable about doing all the pre-sale stuff •Some of the land might be of interest to Granby Conservation Commission, State or Krestal Trust. Lou has met with all three parties. Krestal Trust and the State might both be interested in parcels connected to the Holyoke Range. There are 12 buildable lots by definition and one house. Lou said it could return about a \$½ million back to the tax roll. •Mary suggested that the Board have a letter sent to the Treasurer to see if he would do this as part of his job. Mr. Martin will send a letter to Mr. Nally asking him to respond back to them in writing for their next meeting on December 2.

*Lou Barry:* Correspondence from P. Fournier concerning a tree complaint-Mr. Martin said he forwarded it on to the Highway Superintendent.

*Kellogg Hall:* Gayle Demary has spoken with Mr. Martin and Mr. Martin sent her the RFP about Kellogg Hall. Mr. Martin has scheduled a walk-through at 10:00 am on November 12.

*Town Clerk:* The Town Clerk would like to know if the Select Board would like to put something about the landfill on the back of her Census flyer that will be going out on Jan 1 to all households in Granby. The Board said yes, at this time the only thing they do know is that the landfill will close on December 31. They will discuss at their next meeting about permit renewals and the Board of Health concerns.

*Hampshire Power:* Mr. Martin received a letter from Hampshire Power concerning signing with them for a fixed price. He also received a letter from Constellation Power that he had shared with the Board a few weeks back. He received another letter from them today with a new price. The prices keep going up with winter upon us. He is concerned that if we keep waiting the price will be even higher. Hampshire power is not going out to bid until November 22. Our contract with Hampshire has expired. We are month to month right now. Mr. Barry would like to see if one other company would like to give the town a price. He will have them get back to Chris in the next few days.

*Landfill Stickers:* Still not sure, what is happening as of Jan 1, 2014. Mark Bail and Louis Barry do not feel we should start selling new permits at this time. Mary McDowell believes that the Board should still sell them no matter which way we are going. If we go

to residents getting their own haulers (she does not believe we will) than you return, the money paid. Stickers are valid until further notice

**APPROVE MINUTES**

On a motion by Mary McDowell and seconded by Mark Bail, the Board unanimously accepted the Select Board regular session minutes of October 7, 2013 and October 21, 2013 minutes as presented. (3-0-0)

**EXECUTIVE SESSION**

*None*

**ADJOURNMENT**

On a motion by Louis Barry and seconded by Mark Bail it was unanimously voted to adjourn the regular session meeting @ 8:00 PM

Respectfully submitted,  
Cathy Leonard  
Town Administrator's Secretary