



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: January 6, 2014 @ 6:30 P.M.

AGENDA:

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

CITIZEN PARTICIPATION:

OLD BUSINESS AND INFORMATION:

APPROVE MINUTES:

TOWN ADMINISTRATOR:

APPOINTMENTS:

- 6:35 National Grid Pole Hearing # 15962584
- 6:40 National Grid Pole Hearing # 15104213
- 6:45 Dan Hayes-Scanlon & Associates-FY12 Audit Report
- 7:15 HCOG-Accounting Services

NEW BUSINESS AND INFORMATION:

- 1 Accept Departmental Reports
- 2 Approve and Sign Maintenance Warrant
- 3 Al Wishart-Associate Directors-Auxiliary Police Unit
- 4 Approve & Sign Common Victuraller's Licenses-2014
- 5 Approve & Sign FY-14 Sewer Commitment #1
- 6 Approve & Sign Class 2 License-2014
- 7 Letter from the Granby Library Trustees
- 8 Proclamation: Purple Heart Community
- 9 Affirm appointments for the new Building Inspector as: Parking Clerk, Zoning Enforcement Officer, Sign Officer and member of the Stormwater Phase II Committee effective Jan 6, 2014-June 30, 2014.

EXECUTIVE SESSION: M.G.L., Chapter 30-A, Section 21, Clause 5

ADJOURNMENT:



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Meeting Minutes of January 6, 2014

Members Present:

Mark Bail, Mary McDowell 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".

CITIZEN PARTICIPATION

Noiel Brill of 325 Chicopee Street addressed the Board about a letter he gave to them concerning his neighbor's animals. The farmer has not properly fenced in his livestock. His animals are a traffic hazard, public nuisance, health hazard and attract predatory animals. He has spoken to the Animal Inspector, Zoning Officer, Town Clerk, Police Department and the Town Administrator.

Mr. Martin told the Board that normally this would follow under the Field Driver to handle this, but we do not have one at this time, so it goes to the Select Board to handle. After some discussion, it was decided it was under the Animal Inspector jurisdiction. The Board will forward the complaint to the Board of Health and Animal Inspector. Mr. Martin will follow-up with the Zoning Officer.

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. (3-0-0)

Maintenance Warrant: On a motion by Mary McDowell and seconded by Mark Bail, it was unanimously voted to approve and sign the maintenance warrants. (3-0-0)

2014 Common Victualler's: On a motion by Mary McDowell and seconded by Mark Bail, it was unanimously voted to approve and sign the following Common Victualler's license:

14-13	Something Special Catering Service	181 West State Street
14-14	CVS Pharmacy Inc	70 West State Street
14-15	Dickinson Farms	309 East State Street
14-16	Granby Booster Club (with a request to waive the fee)	385 East State Street
14-17	William Mick, d/b/a Bobby's	472 East State Street
14-18	Granby SOARS (with a request to waive the fee)	32 Kendall Street
14-19	Olivia Deprey, d/b/a Olivia's Hair Shop	22 New Ludlow Rd
14-20	EarleeMug, LLC	337 East State Street

all licenses expire on December 31, 2014. (3-0-0)

Al Wishart-Assistant Directors-Auxiliary Police Unit: On a motion by Mary McDowell and seconded by Mark Bail, the Board unanimously voted to affirm the appointments of Officer James White and Officer Steven Marion co-assistant Directors of the Granby Auxiliary Unit. (3-0-0) Chief Wishart explained that this would help the program move forward and help spread out the duties.

Approve & Sign FY-14 Sewer Commitment #1: Mary McDowell read the following:

Sewer Use Fee Warrant No. 14-1

To Karen M. Stellato, Agent for Collection of Sewer Use Fees for Granby, in the County of Hampshire.

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby required to collect from the several persons named on the Sewer Use Fee list, herewith committed to you as therein set forth, with interest, the sum total of such list being **One Hundred Thirteen Thousand Four Hundred Seventy Five Dollars and Fifty Cents**, (\$113,475.50), the whole amount billed to all persons known to us to be liable for Sewer Use Fees.

And you are to pay over said sewer use fees and interest to Steven R. Nally, Treasurer of the Town of Granby, or to his successor in office, at the times and in the manner provided by General Laws Chapter 83.

Given under our hands this 6th day of January 2014.

On a motion by Mary McDowell and seconded by Mark Bail, the Board unanimously voted to approve Sewer Use Fee Warrant No. 14-1 for \$113,475.50.

Approve & Sign Class 2 License-2014: On a motion by Mary McDowell and seconded by Mark Bail, the Board unanimously voted to approve a 2014-Used Car Dealer's License—Class 2 to AMAJ Inc., d/b/a AJ'S Auto Body located at 39 West State Street. This license expires on January 1, 2015.

Proclamation: Purple Heart Community: Mary McDowell read the following proclamation

TOWN OF GRANBY PROCLAMATION PURPLE HEART TOWN

WHEREAS, the people of the Town of Granby have great admiration and the utmost gratitude for all the men and women who have selflessly served their country and this community in the Armed Forces; and

WHEREAS, veterans have paid a high price of freedom by leaving their families and communities and placing themselves in harm's way for the good of all; and

WHEREAS, contributions and sacrifices of the men and women from Granby who served in the Armed Forces have been vital in maintaining the freedom and way of life enjoyed by our citizens; and

WHEREAS, many men and women in uniform have given their lives while serving in the Armed Forces; and

WHEREAS, our community has a proud tradition of military service and many of our citizens have earned the Purple Heart Medal as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service.

NOW, THEREFORE BE IT PROCLAIMED, We the Granby Select Board on behalf of the Granby Community, go on record to hereby proclaim Granby Massachusetts a **Purple Heart Town**, honoring the service and sacrifice of our nation's men and women in uniform that were wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans

Signed this sixth day of January, two thousand and fourteen. Town of Granby Select Board

On a motion by Mary McDowell and seconded by Mark Bail, the Board unanimously voted to approve and sign the Purple Heart Town Proclamation.

Correspondence from Library Building Committee Chair: Mary McDowell read letter from Virginia Snopek, Library Building Committee chair concerning turning over the Carnegie Building that used to house the Granby Free Public Library (copy behind minutes).

Affirm appointments for the new Building Inspector as: Parking Clerk, Zoning Enforcement Officer, Sign Officer and member of the Stormwater Phase II Committee effective Jan 6, 2014-June 30, 2014: On a motion by Mary McDowell and seconded by Mark Bail, the Board unanimously voted to affirm the appointments of Russell Ducharme, Building Inspector to the following positions:

Parking Clerk

Zoning Enforcement Officer

Sign Officer

Member of the Stormwater Phase II Committee

All effective Jan 6, 2014 and expire on June 30, 2014.

APPOINTMENTS

National Grid Pole Hearing # 15104213: Louis Barry opened the National Grid Pole Hearing at 6:35 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 January 6, 2014 at 6:35 P.M. in Senior Center Building located at 10-B West State Street, Granby, MA to grant permission to National Grid of North Andover MA a line of underground electric conduits, including the necessary sustaining and protecting fixtures, along and across the following public way or ways hereinafter named:

Aldrich Street- Installing 210' of UG conduit between Pole 8 and Pole 7-50

Copies of proposed Plan-Aldrich St-Granby MA -# 15104213 & 15962584 -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, 2nd Floor.

*Granby Select Board
Louis M. Barry
Mary A. McDowell
Mark L Bail*

Representative Alex from National Grid reminded the Board that this is part of National Grid 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 Aldrich Street-Granby MA-#15104213. (3-0-0)

National Grid Pole Hearing # 15962584: Louis Barry opened the National Grid Pole Hearing at 6:35 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 January 6, 2014 at 6:40 P.M. in Senior Center Building located at 10-B West State Street, Granby, MA to grant permission to National Grid of North Andover MA a line of underground electric conduits, including the necessary sustaining and protecting fixtures, along and across the following public way or ways hereinafter named:

Aldrich St-Install 2 SO poles on Aldrich St and remove 1 SO pole, beginning at a point approximately 230' east of the centerline of the intersection of Amherst St and continuing approximately 860' feet in an easterly direction. Plan # 15962584-November 08, 2013

Copies of proposed Plan-Aldrich St-Granby MA -# 15104213 & 15962584 -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, 2nd Floor.

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Louis M. Barry
Mary A. McDowell
Mark L Bail*

Representative Alex from National Grid explained to the Board that there is a long section between pole 10 & 11, so he is proposing to add mid-span pole # 10-50. Pole 8 would be moved back 30 feet. 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 Aldrich Street-Granby MA-#1596284. (3-0-0)

Dan Haynes-Scanlon & Associates-FY12 Audit Report: Mr. Haynes reviewed with the Board the FY-12 Financial Audit report and went over the management letter in depth. Mr. Nally, Treasurer was also present. The town is in good financial health, but still needs to work on its financial procedures.

HCOG-Accounting Services: Jim Pietras, HCOG Representative for Granby came in front of the Board to discuss the problems that the town is having with the accounting services. He knows that there has been a change in personnel but does not understand why Granby is having so many problems. He spoke with other HCOG Representatives from other towns that use the accounting services, things are not perfect, but they are not having as many problems as Granby. What are the issues?

- is it the Braverman System and will it be better with the new system
- payroll had problems last week, but Chris Martin helped. New personnel starting 1/7, who is going to train them? Jim is asking if Chris Martin can help train the new person. Mary wants to no how much time this will take. Shouldn't the HCOG ask Chris for help it they need it
- Cash reconciliation needs to be done, has not been done since July. ● Treasurer is having trouble reporting to all the banks because the Schedule A is not complete. Treasurer and Accountant need to change their schedules so they can meet face to face. Work it out so that they meet once a month, both have to work together.
- Accountant needs to get back to all department heads in a reasonable amount of time, when they send him emails. Mr. Pietras has spoken to the Accountant and he assured

Mr. Pietras that he would get back to them as soon as possible. He also said he would have the account balances in for the department heads meeting February 5 for their expenditure reports.

TOWN ADMINISTRATOR

Sign DEP Administrative Consent Order: This was not signed on November 18 meeting as Mary asked for a written response from Whitewater saying that everything has been taken care, before the Board signs-off. Mr Martin has since received a written response back from Whitewater. On a motion by Mary McDowell and seconded by Mark Bail it was unanimously voted to sign DEP Administrative Consent Order for Senior Center Building and Dufresne Park.

Municipal Aggregation: The Board signed the contract at their December 2 meeting, Mr Kenneth Elstein of HCOG said he did not receive the original we sent by mail (one was sent by email also). Therefore, he wanted another one signed. He will pick-up in person. Mary McDowell suggests that we send contracts by priority mail, as it is tracked.

Board signed annual campaign disclosure papers given to them by the Town Clerk.

Granby Free Public Library Project: The Board had authorized Chair Barry to represent them in mediation to try to settle the dispute concerning the cost of rock and ledge removal for the new library project by Western Builders. They reached a settlement and Atty. Ed Ryan hand-delivered two (2) copies of the settlement for the Board to sign. Settlement was for \$108,000. On a motion by Mary McDowell and seconded by Mark Bail it was unanimously voted to authorize Chair Barry to sign the settlement agreement with Western Builders in the amount of \$108,000. Mr. Martin will sign as the witness to Chair Barry's signature. The settlement amount will come out of the Library Contingency fund. Mr. Barry thought that after the settlement, they still had \$30/40 thousand left, but not all bills are paid.

Curbside Collection: Mr. Martin has spoken with Tom Murray from Waste Management about leasing the front portion of the landfill for use for the Town of Granby as a transfer station. Mr. Murray indicated that yes, it was a viable option, but he needed to speak with his superiors in New Hampshire. Mr. Barry said if the price were less then curbside collection then the Board would look at it as an option. The Town could still pay for the drop-off area with Waste Management until 5/31/14.

OLD BUSINESS & INFORMATION

Lou Barry: State might be interested in land that the Town owns and is located near the Holyoke Range, but is not Tax Title Property. They do not necessarily have to purchase it, as long as it is under Conservation Commission control to make sure it is protected. Mr. Barry wanted to know if the Board was interested in turning the 10 acres over to the Conservation Commission. The Board would rather find out how much the property is

assessed at and see if the State is interested in purchasing it. Mr. Barry will send the information to FSI and have them appraise the property.

Tax Title Property: All information concerning the town's Tax Title Property is in the hands of our Tax Title Attorney and FSI for appraisals, so both parties are working on their portions so they we can move forward on selling the properties.

Mary McDowell: Contracts for new COA Director and Building Inspector, where are we in getting them processed? Mr. Martin said he was finishing up with the final language for IAFF-4172 and will then be working on those and other contracts when that is finished.

Buildings: She still feels that the upkeep of all the buildings new/old is a topic that should be on the Board's mind right now. Also on the forefront should be snow removal and services. Mr. Martin told the Board that he needed to add the new library and change the time needed to clean the old library to the cleaning RFP. He hopes to have responses back by mid February.

Reviews: The COA Director Search Committee in September asked that a review be done on new employees at a six-month period rather than wait a year. Chris said he would be doing Jessica's in March and then Russ in June. He will be doing all others in January.

Minutes: She would like to make it a priority that the minutes from the last meeting are ready for the next meeting. She believes that is the law. Lou Barry said we have the DVD after each meeting.

EXECUTIVE SESSION

M.G.L., Chapter 30-A, Section 21, Clause 5: Chair Barry said that they would be going into executive session for issuance of a criminal complaint. On a motion by Mark Bail and seconded by Mary McDowell it was unanimously voted to go into executive session @ 8:25 PM and return to regular session only to adjourn the meeting. Bail, Aye, McDowell, Aye and Barry, Aye.

ADJOURNMENT

On a motion by Mary McDowell and seconded by Mark Bail it was unanimously voted to adjourn the regular session meeting @ 8:53 PM

Respectfully submitted,
Cathy Leonard
Town Administrator's Secretary