



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
Louis Barry, Clerk
Mary A. McDowell, Member

Board Meeting: December 15, 2014 @ 6:30 P.M.

AGENDA:

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

CITIZEN PARTICIPATION:

MINUTES: November 17th & December 1st

OLD BUSINESS:

TOWN ADMINISTRATOR:

APPOINTMENTS:

- 6:30 COMMUNITY DEVELOPMENT STRATEGY PUBLIC MEETING
- 6:45 Chief Wishart-Dispatch Appointment
- 7:00 FY-15 Classification Hearing with Board of Assessors

NEW BUSINESS AND INFORMATION:

- 1 Accept Departmental Reports
- 2 Approve and Sign Maintenance Warrant- 35, 36, 37, 38
- 3 Sign Sewer Warrant 15-1
- 4 Approve and Sign Common Victualler's License-2015
- 5 Approve and Sign Entertainment License-2015
- 6 Sign Revised FY-14 Encumbrance Letters

EXECUTIVE SESSION:

ADJOURNMENT:



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Minutes of Select Board December 15, 2014

Members Present: Louis Barry, Mark Bail, Mary McDowell
Christopher Martin, Town Administrator

Chairman, Mark Bail, called the meeting to order at 6:30 pm and led the Board in the “Pledge of Allegiance”.

CITIZEN PARTICIPATION

None

APPOINTMENTS

Community Development Strategy Public Meeting: Mark Bail opened the public meeting concerning the Community Development Block Grant at 6:30 pm. Chris Martin, TA explained to the Board that the meeting was part of the process for the grant application. The Pioneer Valley Planning Commission is helping South Hadley and the Town of Granby, with the grant application and posted the public meeting in the paper, on the town’s website and in other municipal buildings around town.

*Erica Moody of PVPC went over in detail with the Board the amended goals contained in the strategy for its FY-15 application for a Community Development Block Grant (included in back of the minutes). The (CDS) will be good for 3-years. Under the strategy, any block grant funds would first be used to expand the community food pantry program to serve low and moderate income residents and second to use funds for a housing rehabilitation program which is open to all residents within the target area (exceptions made for emergencies) who are income qualified.

* The Planning Board had endorsed the (CDS) plan at their last Planning Board meeting. Pam Desjardins, Planning Board Chair, spoke about the longer range plans for the town, which would help booster the potential development of the Five Corners area if funds were available for the town in the future. She explained that the town’s Master Plan supports development of the area in gradual stages and any development would require the expansion of a water system loop from Morgan Street, down Pleasant Street to Five Corners to the South Hadley line.

*On a motion by Mr. Barry, seconded by Mary McDowell, it was unanimously voted to sign and approve the Town of Granby’s FY-15 Community Development Strategy (CDS) as presented.

*A public hearing on the grant will be held in South Hadley on January 6, 2015 at 7:00 PM. The event will be published for the time and place.

Chief Wishart-Dispatch Appointment: Chief Wishart introduced Matthew Paquette to the Board. Chief Wishart, Fire Chief Anderson and Sgt. O'Grady had met and interviewed five applicants for the open full-time dispatcher position. They all recommended that Mr. Paquette be appointed to the position of full-time dispatcher. Mr. Paquette is currently an Auxiliary Police Officer for the town.

*On a motion by Lou Barry and seconded by Mary McDowell it was unanimously voted to affirm the appointment of Matthew Paquette to full-time dispatcher with a start date of January 4, 2015 and a term ending January 3, 2016. (3-0-0) The Board congratulated Mr. Paquette on his new appointment. Mr. Paquette will probably be working the midnight and weekend shifts.

FY-15 Classification Hearing with Board of Assessors: Mark Bail opened the tax classification hearing. Lou Barry read the hearing advertisement. The advertisement read FY-16 Tax rate instead of FY-15. Mr. Martin spoke with our Town Counsel and he said he saw no issue with that as long we corrected it at the meeting. It was advertised on at all the municipal buildings and on the Town's website as FY-15.

*Mr. Hudgik reviewed the FY-15 tax rate forms with the Board. The total Town valuation is \$568,755,914 of which \$4,879,921 was new growth. The average home value is \$227,187 Residential makes up 92% of the total valuation. The Board of Assessors also looked at the potential of shifting more of the property tax rate to commercial. Setting a higher rate for commercial property would not afford much tax relief for homeowners. It also would not be conducive to keeping or attracting commercial business in the community. The increase also includes 63 cents per \$1,000 for household trash pickup. The Board of Assessors recommended a single tax rate of \$18.31 per \$1,000 for FY2015.

*On a motion by Mr. Barry, seconded by Mary McDowell, it was unanimously voted "that on Monday December 15th 2014 @ 7:00 PM at 10-B West State Street a public hearing on the issue of adopting the percentages for 2015, that the Board of Assessors presented information and data relevant to the making such determination and the fiscal effect of the available alternatives at the hearing and that the percentages set forth(Residential-91.6737%- Open Space 0.000%- Commercial 4.2131%- Industriail-0.7411%- Personal Property-3.3721%- Total-100.0000%) were duly adopted in public session on December 15, 2014. As a result of adopting the proposed single tax rate for FY-15 of \$18.31 per \$1,000 there is an excess capacity of \$1,150.22. That is derived from the fact that our levy limit is 10,415,071.22 and with accepting the \$18.31 the tax levy will be 10,413,921.00". (3-0-0)

*Mr. Martin requested the Board vote to authorize him to sign the electronic version of the LA5 form on their behalf. The electronic version is the one submitted to DOR to set the tax rate.

*On a motion by Mr. Barry, seconded by Mary McDowell, it was unanimously voted to authorize Christopher Martin to sign the electronic LA5 form on their behalf. (3-0-0)

NEW BUSINESS

Departmental Reports: On a motion by Mr. Barry, seconded by Mary McDowell, the Board unanimously approved the departmental reports as presented. (3-0-0)

Maintenance Warrants: On a motion by Mr. Barry, seconded by Mary McDowell, the Board unanimously approved and signed the following maintenance warrants for FY-15-35, 36, 37 & 38. (3-0-0)

Approve and Sign 2015 Common Victualler's Licenses: On a motion by Mr. Barry, seconded by Mary McDowell, it was unanimously voted to approve and sign the following Common Victuallers' licenses:

15-06	Pioneer Valley Chapter 8 of NAFCA	104 West State St.
15-07	Cynthia Maloni-d/b/a Cindy's Drive-In	455 East State St.
15-08	Gunks Holding Co-BP Gas Station	30 West State St.
15-09	David Kaskeski-d/b/a Dave's Natural Garden	35 Amherst St.
15-10	Rockwell Amusements/New England Rides	Dufresne Park

all licenses expire on December 31, 2015. (3-0-0)

Approve and Sign 2015 Entertainment License: On a motion by Lou Barry and seconded by Mary McDowell it was unanimously voted to approve and sign the following 2015 Entertainment License:

#15-02 Pioneer Valley Chapter 8 of NAFCA 104 West State St.

With the following stipulations:

Live Entertainment consisting of a DJ or Small Bands, inside building for member events only and Live Entertainment on the patio behind main building between 12 pm and 10 pm only located at 104 West State Street, Granby MA

License to expire on December 31, 2015 (3-0-0)

Sign Sewer Warrant 15-1: Lou Barry read the following:

Sewer Use Fee Warrant No. 15-1

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 **Seventy Two Thousand One Hundred Seventy-Seven Dollars and Fifty Cents**, (\$72,177.50), 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 15th day of December, 2014.

*On a motion by Mr. Barry, seconded by Mary McDowell, the Board unanimously voted to approve Sewer Use Fee Warrant No. 15-1 for \$72,177.50

Sign Revised FY-14 Encumbrance Letters: On a motion by Mr. Barry, seconded by Mary McDowell, the Board unanimously approved two (2) revised FY-14 encumbrance letters as presented by the Acting Town Accountant. (3-0-0)

*1. When looking over the close out of FY-14 Mr. Martin saw that articles from the STM in June were not carried forward as those articles had not been spent yet)

1. The Board of Selectmen hereby authorizes the Accountant to encumber in the General Fund \$860,693.96 for wage and salary accounts, which includes funds for all personnel submitting payroll documentation directly to the Board of Selectmen, \$25,689.35 for expenses, \$254,357.85 for Capital, all as described more specifically below.

Wage and Salary	Amount			Capital	Amount
122-5112	1,752.84	545-5112	660.44	122-5797	25,000.00
122-5130	171.23	610-5111	1,807.92	122-5798	40,851.23
135-5112	491.58	610-5112	1,557.40	133-5801	24,508.45
141-5112	1,197.24	610-5120	544.20	133-5802	5,250.00
146-5120	390.01	Total Wage/Salary	860,693.96	145-5793	8,100.30
192-5112	1,477.52			146-5790	8,229.63
210-5112	20,983.33	Expenses	Amount	175-5797	1,512.44
210-5120	4,768.79	136-5302	19,500.00	192-5805	2,415.00
210-5130	3,494.08	141-5315	3,555.00	192-5839	4,500.00
212-5112	4,511.76	146-5710	127.68	210-5807	246.50
212-5120	2,668.33	192-5240	150.00	210-5809	128.00
212-5130	1,161.83	196-5342	61.33	210-5810	10.00
220-5111	926.00	325-5580	712.94	220-5803	20,000.00
220-5120	14,910.40	328-5328	360.00	220-5808	2,987.70
220-5141	4,150.00	328-5329	1,162.50	220-5809	4.00
249-5141	3,150.00	491-5460	59.90	350-5801	10,000.00
313-5111	3,478.44			350-5802	14,950.00
322-5111	12,019.15	Total Expense	25,689.35	350-5803	15,650.00
322-5112	15,137.43			420-5536	20,000.00
323-5111	592,248.90			420-5806	9,675.60
323-5112	1,119.65			420-5808	7,839.00
323-5114	3,471.00			691-5300	13,500.00
323-5115	38,442.68			914-5797	19,000.00
325-5111	25,427.82				
327-5111	27,972.86			Total Capital	254,357.85
327-5112	1,809.02			Total Encumbered	1,140,741.16
328-5111	16,959.36				
329-5111	3,627.87				
329-5112	1,839.53				
332-5111	32,215.37				
336-5142	75.00				
420-5112	8,133.84				
420-5120	1,223.20				
420-5130	673.11				
491-5120	1,502.30				
510-5112	961.42				
541-5112	995.76				
541-5120	585.35				

*2. (In the original letter the Library Building account was listed at \$45,187 and it should have been \$65,187.61)

2. The Board of Selectmen hereby authorizes the Accountant to encumber in the Capital Project Fund \$1,443,913.71 for capital expenses, all as described more specifically below:

Capital	Amount
171-5801	99,000.00
192-5812	11,071.74
192-5814	138,749.77
192-5817	50,000.00
210-5801	6,600.98
220-5803	193.60
300-5301	799,683.44
300-5801	120,000.00
420-5802	45,000.00
420-5806	415.50
420-5807	4,048.70
420-5808	4,872.68
420-5809	59,000.00
430-5801	29,156.40
610-4801	10,933.29
610-5803	65,187.61
Total Capital	1,443,913.71
Total Encumbered	1,443,913.71

TOWN ADMINISTRATOR

Sewer Project:*Mr. Martin received an email from Dennis Setzko of AECOM concerning the results of the MASS DEP State Clean Water low interest loan program. The extension of sewers in the Town of Granby that we submitted received 89 points.

*However, based upon the funding they are going with projects that received 99 points and above. Dennis did say that he had spoken with DEP and they believe more funding will be available come January, which could mean more projects could get funded.

* He also said those projects need to have authorized Town funding by June 30, 2015. If they do not then the funds could be released to projects that have less than 99 points.

*He believes that the town should move forward on the project and get the funds authorized at a TM to be ready just in case funds become available. There are 7 projects ahead of Granby.

*Mr. Bail and Mr. Martin will start working on getting the numbers ready to present to the town at town meeting in June.

*USDA application has been put in by AECOM on behalf of the Town of Granby, but we should not hear anything on that before March. If we do get the MASS DEP State Clean Water low interest loan program it would probably help with getting the fund from USDA.

*Lou thought going to talk with someone from USDA in person might help.

*Pam Desjardins thought that in developing the Mixed Use Zone it also could also help in getting funds from USDA. She will look back on her notes. She doesn't want the Town to miss out on any opportunity for getting funds.

Update on old Library for offices: Mr. Martin met with the Building Inspector to measure the upstairs and downstairs space at the old library building for future office space. They came across six different scenarios; he and the BI will get together again to look at the scenarios that BI has drawn. He will then present them to the Board and have all the personnel who it will affect also come to the meeting to try to determine the final plan. There was also some discuss on changing the traffic pattern at the Senior Center so that getting to the other municipal offices would not impact their activities. They would also put together guestimates on how much each scenario would cost.

*Mary McDowell asked if other options came forward, would they be entertained. Mr. Martin said they would be.

INFORMATION

Christmas Trees: Chris Martin will talk to Chief Anderson to see if we can have the Fire Department burn the town resident's Christmas trees as he did last year. He will put the information concerning the tree's on the town's website as soon as it has been finalized, as well as on the large sign located on 202 and Crescent Street.

Update School Job Sharing: Still working on job description.

Strategic Financial Planning Committee: Informal meeting working on ideas and getting historical data to be able to proceed.

MSBA: MSBA met with everyone who is on board to touch base and took a tour of the West Street School.

MINUTES

On a motion by Mr. Barry, seconded by Ms. McDowell, the Board unanimously approved the minutes of November 17, and December 1, 2014 as presented. (3-0-0)

EXECUTIVE SESSION

None

ADJOURNMENT

On a motion by Lou Barry and seconded by Mary McDowell it was unanimously voted to adjourn the regular session meeting @ 7:25PM. (3-0-0)

Respectfully submitted,
Cathy Leonard
Town Administrator's Secretary