

**Town of Ashfield**  
**Select Board Meeting Minutes**  
**November 15, 2016**

The Select Board Meeting was held at the Ashfield Town Hall in Lower Hall on November 15, 2016 at 5:00 Pm. There was one audio record at the Meeting. Approximately 3 audience members were in attendance at the meeting. Previous SB Meeting was held on 10/31/2016.

**Select Board Members:** Todd Olanyk-Chair, Tom Carter –Vice Chair, Ron Coler

**Interim Town Administrator:** Kayce Warren

**Asst. Municipal Clerk/Scribe:** Lynn Taylor

Olanyk calls the meeting to order at 5:08 PM Carter is not present at the time.

**Warrants:**

Vendor Warrant W17-11 Dated November 15, 2016 (**document 2**)

Payroll Warrant WP17-11 Dated November 15, 2016 (**document 3**)

**Minutes:**

**Minutes of 10/31/2016: (document 4)** Coler makes a motion to approve the minutes of 10/31/2016 with one spelling change, Seconded by Olanyk. **VOTE: 2-0-0**

Carter joins the meeting.

Dave Gendron Interim Police Chief: Gendron advises that the SUV explorer was recently out of service it needed of about \$1000.00 of repairs to put it back in service. Discussion regarding Fall Festival coverage and costs. Gendron feels that the coverage was adequate and informs the Board that the payroll for the weekend was around \$2700.00 which is taken directly from the Police Budget. An issue of handicap parking should be addressed before next year as that is a real issue. Gendron reinforces the Board that things are going quite well within the Department Bezio is spending a lot of time in Town and doing a great job. Coler asked Bezio if she had any interest in Chief Position in Ashfield she responded that she would have interest.

The discussion moves to how to move forward with the Police Chief position. During the discussion Gendron gives his opinion for filling the position with a fulltime Chief and three part time shifts. He feels that a full time Chief should be doing paperwork/office hours 25-30% the rest of the time would be patrolling. The discussion ends with the Board asking Gendron to pull together two scenarios. A fulltime Chief with three part time shifts and a Part time Chief and a fulltime Officer, they would like to see pros and cons of each including which would be most effective from a management position. Gendron will try to have this ready for the next Select Board meeting for review. Carter also asks Gendron to look into the needs of the department not the wants in regards to having two cruisers.

Bezio has a two page list of unusable and obsolete equipment in the department which she is asking the Board to vote to declare them all surplus materials.

**(document 5) MOTION:** Olanyk makes a motion to declare the two-page list of equipment drafted by Bezio as surplus materials or equipment, Seconded by Carter. **VOTE: 3-0-0** Carter asks her to contact Brian Dickinson directly to see if he wanted any of the things before taking them to the Transfer Station.

Bezio presents a policy for Identification cards for the Police Officers **(document 6)** she gives a brief overview to the Board. **MOTION:** Coler makes a motion to approve the Policy and Procedure NO. 4.30 regarding Identification cards, seconded by Olanyk. **VOTE: 3-0-0.** She is asked by the Board as she is working through new Policies to bring a few at a time for approval.

**Highway Laborer/Equipment Operator recommendation:** Interviews not complete.

**Special Town Meeting Warrant: (document 7)** Buz Eisenberg is at the meeting as the Moderator to review the STM Warrant with the Board.

**Mold Remediation-develop a mitigation strategy:** Coler has been looking into the issue surrounding the mold in Town Hall. He has reviewed the reports from Walt who performed the original testing. He informs the Board this issue needs to be taken seriously as it is a potential health issue. Service Master of the Berkshires will give an estimate for the remediation of the mold which will be submitted to the insurance company. Coler will work on a plan for the remediation and have ready to present to the Board at the next meeting. Warren will contact Walt getting him back in to do testing on all three floors.

**Mohawks Best Committee recommendations: (document 8)** The Board would like to wait until after the public hearings are complete then they will take the issue up if it is still necessary. Warren will keep the Board apprised of the situation.

**Belding Memorial Library steps bid contract:** Warren asks the Board to authorize the Chair of the SB to sign any contracts for the Library step issue per recommendation of the Library Board. **MOTION:** Coler makes a motion to authorize the Chair to work with the Town Admin. and sign the contract regarding the Library step repair per recommendation of the Library Board, Seconded by Carter. **VOTE: 3-0-0**

**Broadband Financing: none**

**MLP Advisory Board:** Carter will write a charge for the MLP committee they simply will be a Committee that makes recommendations to the MLP Board. The members of the Committee will consist of George Stephan – Assessors, Carol Lebold – Finance Committee, David Kulp – IT Committee, Tom Carter- Select Board, Mark Graves- member.

**MOTIONS:** Olanyk makes a motion to appoint Tom Carter as the SB representative on the MLP Advisory Committee for a 1 YR term, seconded by Coler. **VOTE: 3-0-0**

Coler makes a motion to appoint Mark Graves as a member to the MLP Advisory Committee for a 1 YR term, seconded by Olanyk. **VOTE: 3-0-0**

**Interim Town Administrators Report: none**

**Mail:**

-Letter from DEP regarding Small Town Environmental Partnership Olanyk would like to move to the next meeting agenda 11-28-2016. **(document 9)**

-Letter from MBI **(document 10)**

**Public Comment:** none

Coler advises the Board that he had recently attended the Public records law meeting at the FRCOG. The new public records law takes effect January 1, 2017 he suggests that perhaps each Board member may want to take a course on this issue as it is going to be very difficult moving forward. The Town Clerk Bridget Rodrigue has taken a class regarding the new law.

Carter makes a motion to adjourn the meeting at 6:55 PM, Seconded by Coler.

**VOTE: 3-0-0**

**Adjourned at 6:55 PM**

**Document List:**

1. Agenda for 11/15/2016
2. Vendor Warrant W17-11 Dated November 15, 2016
3. Payroll Warrant WP17-11 Dated November 15, 2016
4. Minutes of 10/31/2016
5. List of unusable and obsolete equipment in the Police Department
6. Policy and Procedure NO. 4.30 regarding Identification cards for Police Department
7. Special Town Meeting Warrant
8. Mohawks Best Committee recommendations
9. letter from DEP regarding Small Town Environmental Partnership
10. letter from MBI