

Town of Ashfield
Select Board Meeting Minutes
May 31, 2016

The Select Board Meeting was held at the Ashfield Town Hall in Lower Hall on May 31, 2016 at 7:00 PM. Previous SB meeting was held on May 27, 2016. There was one audio recorder at the meeting. Approximately 3 audience members were present at the meeting.

Select Board: Todd Olanyk-Chair. Tom Carter Vice-Chair, Ron Coler- absent

Town Administrator: Kayce Warren

Asst. Municipal Clerk/Scribe: Lynn Taylor

Olanyk calls the meeting to order @7:06 PM

WARRANTS:

Vendor Warrant W16-25 dated May 30, 2016 (**document 2**)

Payroll Warrant WP16-25 dated May 30, 2016 (**document 3**)

MINUTES:

SB Minutes 05/23/2016: Held until next meeting

SB Minutes 05/27/2016: MOTION: Carter makes a motion to approve the minutes of 05/27/2016 as submitted, seconded by Olanyk. **VOTE: 2-0-0 (document 4)**

Mohawk Trail Woodland Partnership Update: Peggy Sloan and Bob O'Conner distribute an update packet pertaining to the 21 Town Partnership. (**document 5**) and a draft Business plan (**document 6**). Sloan starts off giving the Board an overview of the project and the work that they have done as a Committee in the last year. Through this project forestry land would eligible for the Conservation Restriction similar to the APR program funded through the Federal Government, however the Feds. would not own the property just hold the restriction. Sloan does not have the proposed legislation with her but will email the legislation to Warren. Sloan advises she would like a support letter for the proposed legislation from the Town, this however would not mean the Town would actually be a member it

would be a support letter for legislation. Art Pantermehl the Representative for Ashfield is also at the meeting and expresses his stand against the proposed Partnership.

Board of Assessors- TAP Program Review: The Assessors join the SB Meeting to discuss the TAP (Tax payers Assistance Program) Jenn explains it is basically a plan to get the Tax rate set sooner so tax bills may also be gotten out to the taxpayers sooner. Jenn explains that this came about with a conversation she had with the Tax Collector. Jenn distributes a list of deadlines that will need to be met in order for this program to work, however if they are not met there is no penalty to the Town. **(document 7)** Murray Finance Committee Chair questions if it would affect the timing of the Auditors. Warren advises Murray that it would not affect the audit. The SB is in support of TAP schedule.

Belding Memorial Library Roofing & Masonry Repointing Bid Award: Letter from Chris Farley who is recommending the bid be awarded to Galvin & Sons Masonry of Hadley MA. The Bid for the project came in at \$39,150.00 for the Library roof work. **(document 8)** Carter questions Caroline Murray as to where the money for the bills will be taken from, Carter would like to see the Town Funds be used first. Murray advises the Library Board voted unanimously to hire Galvin & Sons at their meeting. **MOTION:** Carter makes a motion to award the Belding Memorial Library Roofing & Masonry repointing bid to Galvin & Sons Masonry, seconded by Olanyk. **VOTE: 2-0-0**

FM Generator Maintenance Contract for WWTP Generator: This contract is a normal Maintenance Service contract for the WWTP **(document 9)** **MOTION:** Olanyk makes a motion to sign the Annual Maintenance contract for AWWTP with FM generator, seconded by Carter. **VOTE: 2-0-0** Olanyk signs

Request for Transfer between Appropriation: Warren is requesting to transfer from Town Administrator Travel Allowance \$1500.00 to Information Technology to pay for a new data server that is no longer functioning properly. Very brief discussion regarding the purchase. **MOTION:** Carter makes a motion to approve the transfer of \$1500.00 from Town Administrator Travel to Information Technology for the purpose of purchasing a new data server, seconded by Olanyk. **VOTE: 2-0-0 (document 10)** the transfer request will now need to go to the Fin comm. for approval.

Community Compact-Solid Waste and Site Cleanup priorities: Warren advises she spoke with Tom Poissant regarding this \$20,000.00 Community Compact

money. He recommended talking with Kathy from HRMC in regards to the scope for this project. Warren advises she has spoken with Kathy regarding her doing this project. Olanyk expresses his feeling about spending all this money on studies and scopes rather than any actual work getting done, also wants to make sure Kathy is aware that the scope should be very vague as it has to be sustainable for the Town. Olanyk recommends questioning education materials and signage to help with the flow of the Transfer Station as it will still need to be run with one attendant.

Salary Study request for quotes: Warren has a draft that she would like the Board to review and make changes if needed. **(document 11)** after a discussion the Board makes a few changes to the draft. Warren will get this sent out to firms in hopes to have a number for the Study in time for STM June 13, 2016.

Select Board Priorities List: postponed until a full Board

Select Board Liaison List: postponed until a full Board

Permanent Town Administrator position: Carter asks Warren if she would like the Town Administrator position. Warren states she would like the job. Carter makes a motion to have himself work with Warren on a Town Administrator contract, seconded by Olanyk. **VOTE: 2-0-0**

Carter also would like this subject put on the agenda for discussion again for June 13, 2016 when Coler is back.

By Law discussion and approach to Large-Scale industrial construction projects: no discussion Coler is not at the meeting.

Interim Town Administrator report:

Del Haskins was in and spoke with Warren regarding DCR matching grant that has come out. If he is to apply and is awarded the grant will the Board support the match funding. Carter looks at the budget spreadsheet and feels that there should be money left in the Fire Department budget.

Warren will be advertising in the recorder on June 2, 2016 invitation for bid on surplus council on aging van. **(document 12)**

Not Anticipated:

Warren just received a closeout document regarding the Smith Road project that needs to be signed by the Board. **MOTION:** Carter makes a motion for the Chair

to sign the closeout document for Smith Road, seconded by Olanyk. **VOTE: 2-0-0 (document 13)**

Poissant needs the Board to sign the Franklin Regional Cooperative highway Products and Services bids and Contracts for FY17. **MOTION:** Olanyk makes a motion to sign the FRCOG highway Products and Services bids and contracts for FY17, seconded by Carter. **VOTE: 2-0-0 (document 14)**

Next SB Meeting June 13, 2016 7:30 PM or immediately following STM.

Mail:

- Letter from Colrain regarding them pulling from MBI (**document 15**)
- Eversource letter that is being sent to residents regarding vegetation. (**document 16**)
- ZBA decision for Sherry Scott of Bronson Ave. (**document 17**)
- email from Molly Babize requesting appoint of Susan Stark to the ZBA. Olanyk will but on the agenda for 6/27/2016 for discussion. (**document 18**)

Carter makes a motion to adjourn at 9:34 PM, seconded by Olanyk. **VOTE: 2-0-0**

Adjourned at 9:34 PM

Document List:

1. Agenda 05/31/2016
2. Vendor Warrant W16-25 dated May 30, 2016
3. Payroll Warrant WP16-25 dated May 30, 2016
4. SB Minutes 05/27/2016
5. Update packet pertaining to the 21 Town Partnership
6. Draft Business plan
7. List of deadlines for TAP program
8. Letter from Chris Farley who is recommending the bid be awarded to Galvin & Sons Masonry of Hadley MA.
9. FM Generator Maintenance Contract for WWTP Generator
10. Request for Transfer between Appropriation
11. Salary Study request for quotes
12. Invitation for bid on surplus council on aging van
13. Closeout document regarding the Smith Road project

14. FRCOG highway Products and Services bids and contracts for FY17
15. Letter from Colrain regarding them pulling from MBI
16. Eversource letter that is being sent to residents regarding vegetation
17. ZBA decision for Sherry Scott of Bronson Ave.
18. Email from Molly Babize requesting appoint of Susan Stark to the ZBA