

Town of Ashfield
Select Board Meeting Minutes
September 6, 2016

The Select Board Meeting was held at the Ashfield Town Hall in lower Hall on September 6, 2016 at 7:00 Pm. There were 2 audio recorders at the Meeting. Approximately 3 audience member were in attendance at the meeting

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 7:04PM

Warrants:

Vendor Warrant W17-06 Dated September 06, 2016 (**document 2**)

Payroll Warrant WP17-06 Dated September 06, 2016 (**document 3**)

Minutes:

Minutes of 8/22/2016: MOTION: Coler makes a motion to approve the minutes of 8/22/2016 as amended, seconded by Olanyk. **VOTE: 3-0-0 (document 4)**

Minutes of 8/26/2016: MOTION: Carter makes a motion to approve the minutes of 8/26/2016 as amended, seconded by Coler. **VOTE: 3-0-0 (document 5)**

Appointments with Board:

David Gendron Interim Police Chief: Chief Gendron comes before the Board to give a brief overview of the Department. Corporal Bezio is do a great job cleaning and getting the station organized, she will be updating the Policies and Procedures and also working with the Chief to do an inventory of the station which when finished will be brought to the Board. The new schedule for the Officers will put more coverage on the streets especially during the busier times. There will be Officers on to cover the Filmfest which will be 9/15-9/18/2016 at Town Hall. The Fall Festival will be adequately staffed for the entire weekend. Coler questions the Chief regarding times he would be coming before the Board with updates, Gendron will meet the board every other week. Gendron has suggested that the following be

appointed as part-time Officers for Ashfield Robert Holst, Chris McDogall, Chris Powell, Elizabeth Unaitis, Gary Sablia, Kristjan M. Viise. Also Fred Bezio as an Auxiliary Officers beginning 9/6/2016 and ending June 30, 2017. **(Document 6)**

MOTION: Coler makes a motion to appoint the Officers as submitted by Gendron on 9/6/2016, seconded by Olanyk. **VOTE: 3-0-0**

Blakesley Retirement Notice: Olanyk reads the Retirement letter from Laura Blakesley Collector/Treasurer into the record **(document 7)** **MOTION:** Olanyk makes a motion to accept the letter with gratitude and regret, seconded by Carter.

VOTE: 3-0-0 Warren is asked to draft a letter on behalf of the Board thanking Blakesley for her many years of service. Coler questions what further will be done for her retirement Warren advises she will handle planning a retirement party for her. Board advises they would like to be informed of this when a date and time is set.

Dan Baker Appointment to the Ag. Commission: Faye Whitney is recommending Dan Baker to fill a vacancy on the Ag Commission, the Board currently has 5 members. Baker advises he currently has 3 cows and 16 sheep that he keeps at Tamsen Merrill's barn. Whitney also gives a brief overview of some of the things the Ag. Commission has been working on recently including updating the farm brochures which should be complete for the Fall Festival. Whitney would like to see the Ag. Commission getting more involved Coler recommends getting in touch with Alan Rice who is working on the Open Space Plan. **MOTION:** Carter makes a motion to appoint Dan Baker to the Ag. Commission, Seconded by Coler. **VOTE: 3-0-0**

Town Hall use Application (document 8) Application submitted by Christina Gabriel to host a Folk Rock Dance Sept. 20,22,24,25. **MOTION:** Carter makes a motion to approve the application as submitted, seconded by Olanyk.

VOTE: 3-0-0

Designer Selection Procedures-required for Building Construction

Procurement: (document 9) Warren has drafted the Designer Selection Procedures which she would like the Board to review. She took from Andrea Woods at FRCOG making it exclusive for Ashfield. The Board and Warren discuss this briefly making a few obvious changes, the Board will review and put on a future Meeting agenda.

Small Bridges Update: (document 10) Highway Superintendent was unable to attend the meeting, however he sent some information regarding the bridge on

Apple Valley Road that is in need of immediate repair. Poissant met with Mark Devylder Mass DOT Bridge Engineer so he is now aware of the issue first hand he will try to get Poissant a report as soon as he can. The small bridge program is a new program that has just come out. It's a 5year/50 million dollar program 10 million per year divided equally among all 6 Mass DOT districts. Poissant also has asked the FRCOG to conduct a traffic count for the Apple Valley Rd. Poissant would like to come back to the Boards meeting on September 19, 2016 Warren will put him on the Agenda.

Interim Town Administrator Report:

The Town Clerk screening Committee consist of Buz Eisenberg, Jenn Morse, Priscilla Phelps, Erik Nelson, and Kayce Warren. Warren is hoping to get the interviews done by September 12 and bringing a recommendation to the Board for the September 19 meeting. Warren will pull together a list of questions for the Board Members to ask on the 19th she will email the questions to the Board prior to the meeting.

Warren met with Kyle Taylor and Stuart Harris regarding the mold issue. She is waiting on a formal quote and how to proceed.

Financial Policies have been sent to the Auditor for review.

Warren will be at Procurement training September 27-29.

STAM meeting September 15, 2016

FRCOG meeting September 22, 2016.

Municipal Law update October 6, 2016.

Mail:

Thank You letter from Leonard Roberts addressed to Ron Coler. **(document 11)**

Email from Pam Parmakian regarding CDBG Proposed changes **(document 12)**

Items not anticipated:

Marcine Eisenberg from Belding Memorial meets with the Board to discuss and issue of the front steps falling away from the foundation of the Library that is felt to need immediate repair. She has an estimate for repair from Galvin & Sons Masonry **(document 13)** who is doing the repairs currently at the Library. The amount of the estimate is \$9460.00 she advises the Board this would be just a

temporary fix. After a discussion the Board asked Marcine to get an estimate of repairing the steps the correct way rather than just a temporary fix. She also advises that she has met with Caroline Murray and there is enough in the donations account to pay for the stair repair. Marcine will contact them for a complete estimate for repairs.

Warren is asked to draft a Thank You Letter to be signed by Chair Olanyk in thanks for allowing Gary Sabilia to train two of our Officers in Deerfield.

Carter makes a motion to adjourn at 9:00 PM, seconded by Coler. **VOTE: 3-0-0**

Adjourned at 9:00 PM

Document List

1. Agenda for 9/6/2016
2. Vendor Warrant W17-06 Dated September 06, 2016
3. Payroll Warrant WP17-06 Dated September 06, 2016
4. Minutes of 8/22/2016
5. Minutes of 8/26/2016
6. List of Police Officers to be appointed
7. Retirement Letter from Laura Blakesley
8. Town Hall use Application Christina Gabriel
9. Designer Selection Procedures-required for Building Construction Procurement
10. Small Bridges information from Poissant
11. Thank You letter from Leonard Roberts addressed to Ron Coler
12. Email from Pam Parmakian regarding CDBG Proposed changes
13. Galvin & Sons Masonry quote for repairing the Library steps
- 14.