

Approved as amended 2-0-0

Town of Ashfield
Select Board Minutes
February 23, 2015

The Ashfield Select Board meeting was held on Monday February 23, 2015 at the Ashfield Town Hall at 7:00 P.M. There were approximately 15 audience members in attendance. There were 5 audio recorders in use.

Previous Select Board meeting was February 18, 2015

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

Executive Administrator: Mary Fitz-Gibbon

Assistant Municipal Clerk/Scribe: Lynn Taylor, Scribe

Meeting called to order by the Chair @ 7:00 P.M.

Agenda for 02/23/2015 (document 1)

Payroll Warrant WP15-18 dated February 23, 2015 (document 2)

Vendor Warrant W15-18 dated February 23, 2015 (document 3)

Minutes:

SB Minutes of 01/22/2015: **Motion:** Coler makes a motion to approve the minutes of 01/22/2015 as submitted, seconded by Olanyk. **VOTE 3-0-0 (document 4)**

SB Minutes of 02/04/2015: **Motion:** Carter makes a motion to approve the minutes of 02/04/2015 as submitted, seconded by Olanyk. **VOTE: 2-0-1 (RC) (document 5)**

SB Minutes of 02/18/2015: **MOTION:** Olanyk makes a motion to approve the minutes of 02/18/2015 as amended, seconded by Coler. **VOTE 3-0-0 (document 6)**

Appointments:

MJ Adams, HRA, Tighe & Bond engineer: CDBG-DR Smith Branch Road project: Adams explains that she is looking for authorization of whether to continue forward with the project seeing the costs will now exceed the amount of the grant. For the engineering portion the additional amount will be \$12,500.00. Poissant thinks that he will have enough for that with FEMA reimbursement to cover that cost. The permitting and construction portion will be increased by about \$72,800.00 which could be less depending on how much construction the highway department can do for construction. Carter questions if Chapter 90 money could be used for this project. Poissant is not sure but will contact the State engineer and question if that is possible. After some discussion it is decided to move forward with the project as planned. **MOTION:** Coler makes a motion to authorize the chair to sign #2 professional services agreement with Tighe and Bond and the Town of Ashfield, seconded by Olanyk. **VOTE: 3-0-0(document 7)**

New Business:

- a. Appoint a new member to the Historical Commission: Carter has an email from Steve Gougeon recommending the appointment of Bill Scaife of Smith Road to serve on the Historical Commission (**document 8**). **MOTION:** Carter makes a motion to appoint Bill Scaife to the Historical Commission, seconded by Coler. **VOTE: 3-0-0**
- b. Vote to establish an account to receive donations for Town's 250th celebration events: Carter expresses his amazement as to how many have stepped forward and getting involved in the celebration of the 250th. **MOTION:** Olanyk makes a motion to establish an account to receive donations for the Town's 250th celebration events, seconded by Coler. **VOTE: 3-0-0**
- c. Vote to establish an account to receive donations for replacement of beach dock: Doug Cranson is at the meeting and explains what is needed and not needed regarding the dock at the beach. Cranson explains that the decking needs to be replaced with locust decking again. Carter questions if maybe composite decking might work, Cranson feels that it may be too slippery when it gets wet. **MOTION:** Coler makes a motion to establish an account to receive donations for dock replacement at the Town beach, seconded by Olanyk. **VOTE 3-0-0**

- d. Town Hall use application for Ashfield Community Theatre (**document 9**): Ashfield Community Theatre is looking to use the Town Hall both upstairs and downstairs for the following dates May 22-23, May 29-30, and May 5-21 for rehearsals. Doug Cranson spoke in regards to the stage lights that supposedly belong to the Community theatre and supposedly will not let anyone use them unless they pay a fee of \$75.00. Back when the town allowed them to install the lights and keep them up, other functions were supposed to have use of the lights in question, however that seems to not be the case anymore. Carter explains this issue was brought up in the past which Carter himself asked everyone involved to come up with a solution and word was it was under control and now we are back in the same place discussing it again. The Board decided not to approve the application for Town Hall use until this issue can come to some kind of an agreement. Olanyk has agreed to meet with David Knowles and the Town Hall Building Committee on this issue.
- e. Elevator repair quote and discussion: The quote from Garavanta to repair the lift has been e-mailed (**document 10**) to repair the lift it will cost \$1954.00 that is not including the reinspection fee.
- f. Town Administrator search Committee: Carter advises that he received an email from Priscilla Phelps which included Deerfield's Town Administrator job description (**document 11**). Carter has found a few people that have agreed to be on the search Committee to find a Town Administrator. Wayne Farrell from the Personnel Board, Tom Schrieber from the Finance Committee, Sandy Lilly from the Assessor's Office, resident Amy Shapiro, and Julliette Jacobson from the IT Committee has been asked, however she did not yet commit. **MOTION:** Coler makes a motion to appoint Wayne Farrell, Tom Schrieber, Sandy Lilly, and Amy Shapiro to the Town Administrator search Committee, seconded by Olanyk. **VOTE: 3-0-0**
- g. Select Board letter to Wired West: Board reviews the draft letter to Wired West (**document 12**). Coler makes a motion to pull together the changes in the letter and send the letter signed by the Chairs of the Fin Comm., IT Committee, and the Select Board to determine interest in Broadband, and authorize the Chair of the SB to sign the letter, seconded by Olanyk. **VOTE: 3-0-0**

- h.** Assessor's meeting request: As the Assessors maps were put on line it has brought up some issues with properties that used to be Ashfield residents now looking as if they are Buckland residents. This was found by GPS. One property in question is Ned James property in Apple Valley, Aaron Clark at the bottom of Ashfield Mountain, and one property on the old dump Rd. in Buckland which is the back side of Bailey Rd. There will be a meeting at the Buckland Town Office on March 5, 2015 at 4:00 P.M. and they would like a Select Board member to attend. Ron Coler agrees to attend the meeting, Fitz-Gibbon will get him the information that he needs to have to go to the meeting.

Old Business:

- a.** Status of winter roads account: Poissant explains the amount of shortfall in the winter roads line. As of right now it's in the hole about \$30,000.00 there is an outstanding sand and salt invoice for around \$15,000.00 which should be submitted within two weeks. Poissant feels that with so much frost so deep in the ground mud season will also be very bad. General Highway line is also in very low and Poissant is very concerned there will not be enough in that line as well as winter roads. \$7000.00 was put into the freightliner #6 truck, \$4100.00 was put into the 2005 truck after it hit an object on Tatro Road. All of these repairs were not anticipated. Also just lots of money being spent on filters, oil, and all different kinds of maintenance supplies seeing the trucks are running all the time. Poissant really wants the Board to be aware of this. On a good note Poissant did receive a settlement of \$4,600.00 from the case where a Watson Road resident jack hammered up the Town Rd. that money was put in the general fund and will have to be taken back out at some point to do the repairs. Poissant will be looking to replace the backhoe this year or rebuild it, Poissant will have that information when he comes to present his budget, also replace or rebuild the road side mower, and sweeper needs a lot of repairs done. Poissant expresses how happy he is to have the new grader with all this snow, Luke Pantermehl is being taught how to run the grader so you will be seeing him in it as well as Poissant himself. Poissant says that everything is moving along with the transfer station, paperwork has been submitted with the DEP with no feedback as of yet.

- b. Status and general discussion relative to the Field retention wall; feedback relative to the draft Town/Abutters Agreement & Consent(**document 13**) along with a discussion of possible Town meeting article and access(stairway) property: Coler starts the discussion giving an overview of the last Field meeting that he attended. Willis Thayer is the President of the Field Board. The Field Board voted to use the rock looking wall like Conway did at their ball field and the new wall will be the new boundary line the abutters have agreed to this. Andrew Martin, Art Pantermehl both say they are fine with the plans as long as they do not own the wall. The stairs that the Town owns they would like to use precast stairs. Doug Cranson brings up a point of interest regarding the water and sewer line that went to the school. Alden Gray explains the 6ft and the 6ft easement on the west side of the stairs that the Town owns. Carter thought about giving it to the Field. Gray explained that if they did that the insurance would be so high on the Field it would put them out of business. Right now it is insured under the Town umbrella policy. The Field Board has hired someone to draft the final Draft of the consent agreement which the Select Board can then forward to Town Counsel for review. They will put a clause in agreement making the said agreement null and void if they cannot get funding through grants. Coler has thoughts that maybe combining the retention wall and the dam project would give them a better shot at a grant. It was voted by the field to move forward with the \$40,700.00 design in anticipation the Town will reimburse the Field for 1/3 of the cost. Approx. 45 min
- c. Mediation and Training Collaborative report: Nothing to report on the mediation yet.
- d. FY 16 budget, schedule, and timeline, tasks: Carter and Ted Murray will get together Tuesday night and come up with some schedule dates that will work for the joint budget meetings.
- e. Special Town meeting discussion: Town Meeting date will be April 6, 2015. Carter brings Murray up to date on winter roads, general highway, and the extra money needed for Smith Road., these are things Murray missed earlier in the meeting. Murray fills the Board in of the School Committee meeting he was just at. Three issues Murray talks with the Board about is how the district is treating the boiler issues at Sanderson , treating them as a capital expenditure rather than a maintenance issue. Dealing with the preschools

being brought to the grammar schools ½ day tuition will be free and the other ½ would be paid tuition. And the last bringing the admission of Rowe back into the district.

- f. Proposed Personnel policy changes (**document 14**): Board reviews the Policy up to page 20, which is the “real meat & potatoes of the manual. The Board reviews and decides to send it to Town Counsel for review.

MOTION: Carter makes a motion to forward the draft of Personnel Policies and Procedures Manual to Town Counsel for review, seconded by Olanyk.

VOTE: 3-0-0

Liaison Reports:

None

Mail:

None

Items not reasonably anticipated:

Board reviews the draft copy of the 2014 Annual report for the Select Board (**document 15**). After reviewing and finding one spelling error the board approves and votes;

MOTION: Carter makes a motion to approve the 2014 Annual report for the Select Board as written, seconded by Coler. **VOTE: 3-0-0**

Public Comment:

Paullette Leukhardt wanted to know what was wrong with the elevator. Was explained the seals were gone and was leaking hydraulic fluid.

Next Select Board meetings Monday March 9, 2015, Joint finance Committee & Select Board FY16 budget. Monday March 2, 2015

Coler makes a motion to adjourn, seconded by Olanyk.

Adjourned @10:32 P.M.

Document List

1. Agenda for February 23, 2015
2. Payroll Warrant WP15-18 dated February 23, 2015
3. Vendor Warrant W15-18 dated February 23, 2015
4. SB Minutes of 01/22/2015
5. SB Minutes of 02/04/2015
6. SB Minutes of 02/18/2015
7. # 2 Professional Services Agreement between the Town of Ashfield and Tighe and Bond.
8. Email from Steve Gougeon recommending the appointment of Bill Scaife of Smith Road to serve on the Historical Commission
9. Town Hall use application for Ashfield Community Theatre
10. Elevator repair quote
11. Email from Priscilla Phelps which included Deerfield's Town Administrator job description
12. Select Board letter to Wired West
13. Town/Abutters Agreement & Consent
14. Proposed Personnel policy changes
15. 2014 Annual report for the Select Board(Draft)
- 16.

Note: These minutes were discussed, amended, and approved at the Select Board meeting dated 3/9/2015 and filed in the folder of the actual date of the said minutes

Approved as amended 2-0-0 3/9/2015