



## Ashfield Select Board Meeting

Monday, March 6, 2017, 7:00 pm

Ashfield Town Hall, 412 Main Street, Ashfield MA 01330

Pursuant to a notice duly filed with the Town Clerk, a meeting of the Select Board was held in Town Hall at 7:00 PM.

Present: Todd Olanyk, Chair; Thomas Carter, Vice-Chair; and Ron Coler.

Also Present: Kayce Warren, Town Administrator; Bridget Rodrigue, Town Clerk; Judy Haupt, Parks Commission; Wendy Sweetser, Buckland Recreation; Doug Field, Emergency Management; Buz Eisenberg, Moderator; Kyle Taylor, Parks Commission.

### Meeting Convened at 7:02 PM

#### A. One recording device is present at this meeting

#### Consent Agenda:

Minutes	02/21/2017	As submitted
Warrants	W 17-19 Payroll W 17-19 Vendor	

*Motion to approve consent agenda: Carter*

*Second: Olanyk*                      *Vote: 3-0-0*

#### Appointments with the Select Board:

##### A. Parks Commission – Judy Haupt

Judy Haupt is present to discuss the request by Buckland Recreation to use Ashfield Lake while their pool is closed for renovation. Buckland Recreation reached out to Ashfield's Parks Commission and asked if they would allow Buckland residents to purchase a season's pass to Ashfield Lake. The funds from this pass could go towards extra lifeguards and a parking attendant. Haupt would like the Select Board to allow this request, and has drafted a letter for counsel if required.

Olanyk is concerned with the wording of the deed which states that Ashfield Lake is to be used solely by Ashfield residents. He would prefer having counsel review the deed and decide if Buckland could be granted temporary use of the lake. Haupt mentioned that the Parks Commission already has swim lessons open to non-Ashfield residents. Olanyk and Coler feels it is important that we know if we can legally offer this option to Buckland. Carter also feels it would be

worth the cost of having Town Counsel review this request, especially because it could cause some parking issues.

Coler is in favor of being neighborly, and would like to know how this would work if we can allow this request. Coler is concerned with the number of people who might be using the lake and the number of lifeguards. Ashfield would only allow the option of season passes and no day passes. The money these passes bring in would help fund additional lifeguards and possible parking attendant. Ms. Sweetser said there were always two lifeguards at the Buckland pool.

The Parks Commission would like to grant this request and Haupt stated that when Conway did their pool renovation, there was an increase in the number of people using Ashfield Lake without any notice to the town. Buckland has reached out ahead of time to see if this is something that can be done, and this will allow the Parks Commission the time to address both lifeguards and parking.

The Parks Commission drafted a letter to counsel pertaining to this request and Coler feels the letter needs to address the amount for the pass because the fee might also be an issue. Coler said this can be sent in as an attachment. Haupt stated any money collected by passholders would go directly into the revolving fund to cover lifeguards and parking attendants.

Ms. Sweetser said the pool is leaking beyond repair and is estimated to take between one – three years before it would be open for public use. Ms. Sweetser would like to thank the Select Board for their consideration and will await their decision.

### **Parks Commission – DEP Permit**

May have to redo the DEP permit if we restructure the dock. The Parks Commission has the money for the extra section of the dock and is pleading an amendment to the original permit based on safety issues.

### **B. Annual Town Meeting – Buz Eisenberg**

Mr. Eisenberg was advised by Rodrigue of some practices in Concord that he feels could benefit Ashfield. One is the addition of a Town of Ashfield Tradition and Procedures of Town Meeting handout. Mr. Eisenberg would like to have this available for review on the website, and would notify residents of this in the Ashfield News. He is hoping this might entice more people to attend town meeting. Mr. Eisenberg has provided this document for the Select Board to review and would welcome any suggestions they might have.

Mr. Eisenberg was also considering the addition of a consent agenda to the town meeting. The idea behind this is to add “housekeeping” articles to speed up the Town Meeting process. Mr. Eisenberg says it is his discretion whether to add a consent calendar to Town Meeting. He is not sure if this will save Ashfield a lot of time, but will keep it in mind for the future.

Carter asked whether there should be a budget hearing held before Town Meeting again this year. Mr. Eisenberg feels this is a great idea. Coler feels anything you can do to reduce the questions on Town Meeting floor is helpful. Warren agrees and had a tentative date scheduled for this hearing. Carter feels the budget meeting and special town meeting should be held on the same day. The date of April 18<sup>th</sup> was suggested and agreed upon. Warren would need to have the warrant posted no later than March 28<sup>th</sup>. Rodrigue would notify residents of the STM no later than April 4<sup>th</sup>. At this point, it is estimated that the warrant will have approximately 11 Articles.

### **C. Storm Damage Report – Doug Field**

Field announces that the tornado itself did not hit Ashfield, but rather high winds off the tornado caused the damage. There were a number of large trees uprooted. Field stated he did not realize how bad it was in Ashfield until Sunday morning. Some of the damage around town included a house on Conway Road that had six trees on it and a car on Pfersick Road totaled by a tree. The rest of the damage was uprooted trees in the woods. Luckily, there were no reported injuries.

Field said the main problem with emergency management is communication related and this is due to lack of cell service in the area. He is hoping to receive funding to purchase low band radios. The Town has the license needed for these radios but not the equipment.

Dell is going to go around town to make sure the low band radios still work in all areas. If so, they will put together a quote to purchase three new low band radios.

On a side note, Field would like to inform residents that if they have an outbuilding on their property to make sure it is included on your insurance or else it would not be covered if it sustains any damage.

Coler asked what you are supposed to do if you have a tornado or high winds. Field said it is recommended you go into your cellar or bathroom.

The Ashfield Highway Department supported Conway during the tornado cleanup and the Select Board commends everyone for their response.

### **Discussion/Decision Items:**

#### **D. Debt Exclusion**

Warren was asked to develop a ballot question regarding the purchase of a highway pickup truck (\$43,500). This is drafted based on the request we did last year. The second ballot question has to do with the transfer station (\$70,000).

Carter also brought up his concern with the increase in cost for vocational education for next year. The increase is an additional \$120,000. Carter went through the budget spreadsheet and could only come up with 1/3 of the cost. Carter thought the \$50,000 from fuel is supposed to be already included in the \$150,000 general line item. Warren is going through this spreadsheet.

Olanyk said the only other thing out there would be the purchase of the new police cruiser

***Motion to have a second question placed on the ballot asking for exemption to landfill: Carter***

***Second: Coler           Vote: 3-0-0***

***Motion to have a question for purchase of highway pickup truck: Carter***

***Second: Coler           Vote: 3-0-0***

#### **E. Town Hall & Town Common Use Applications**

Application for Town Hall Use – David Knowles – Performances on May 26, 27, 28 and June 2 & Assorted Rehearsals and Setups May 5-25.

***Motion to approve application: Carter***

***Second: Coler           Vote: 3-0-0***

Application for Town Common Special Event License – Double Edge Theater – Town Spectacle June 3 & 4.

***Motion to approve: Carter***

***Second: Olanyk       Vote: 3-0-0***

#### **F. Town Report & Dedication**

Town Report – Olanyk drafted the Select Board Annual Report – Carter feels he should add a short paragraph about the challenges of dealing with our bridges and the transfer station. Coler would also change one of the dates to June 2014 and Coler testified in front of DPU not DEM. Rodrigue would also like to have a picture of the board for the report. Select Board authorized a picture to be taken at tonight's meeting for the report.

Town Report Dedication – Discussion of the annual report dedication. The Select Board would like the dedication to be a surprise this year.

#### **G. Prospective Shelburne Senior Center Meeting**

Warren spoke with Joe Judd regarding a possible meeting with Buckland and Shelburne to discuss the prospective Senior Center. Warren recommends having a member of the Select Board present for this meeting.

Carter states that the town does not want to take this as an assessment like the Highland Ambulance, but rather something like the setup with the schools. Coler is also concerned with towns coming in or leaving going forward. This is a good prompt to change the current agreement. You need to have a model similar to the schools because they have already taken all this into account. Considering the aging population in all three towns, this is something Ashfield needs to start

thinking about. Coler also would like to know what would happen to this building if it no longer functions as a Senior Center.

Carter said if they schedule this for an evening, he will make sure he can attend.

#### **H. Salary Study Update**

Warren has started getting back some of the questionnaires from this study and will be sending them out in a few days. She would like to know whether the Board would like to meet with Don Jacobs. Coler feels this is something Warren can handle and would just request to see his draft so the Select Board can make comments before he is finished.

#### **I. Mold Remediation Update**

Warren will be meeting with ServiceMaster and Walt to go over specifics and estimates remediation will begin in mid-April. Insurance should cover the majority of the cost. Insurance covers up to \$25,000.

#### **J. MBI Communications/Broadband Financing – no discussion at this time.**

##### **Town Administrator's Report**

- MIAA has a meeting on Thursday that Warren is attending.
- Police Chief Search Committee is meeting this Friday. There were five applicants. Plan is to provide a recommendation to the Select Board as soon as possible.

##### **Mail:**

- Wastewater Treatment Plant Assistant Operator Job Description

*Motion to approve job description, pending sewer commission approval: Carter*

*Second: Coler     Vote: 3-0-0*

- Highland Ambulance FY2018 Budget  
Williamsburg is concerned with increase cost and would like to discuss this increase with other towns. Warren feels this increase is due to operation costs. Reimbursement rates are decreasing and costs are increasing, some due to state mandates. Olanyk feels the only solution here is spreading this debt out. The ambulance run reimbursement rate is set by the state. Highland has two ambulances that cover six towns. Carter feels someone needs to be present from Ashfield for this discussion. They are looking to hold it Tuesday, April 4 at the Highland facility. Olanyk is available on this date.
- Apple Valley Bridge Inspection Report – Built in and rehabbed in 2000.
- DLTA Funding for the Open Space Rec Plan – do not know the exact amount at this time.
- O'Rourke notice of election as MMA Representative in District 1.

- Franklin County Select Board Quarterly Meeting Notice – March 23<sup>rd</sup> at Berkshire East, \$28/person. If you would like to attend, let Warren know so she can RSVP.
- Franklin Regional Transit Authority Meeting Notice
- Eversource Annual Emergency Response Plan Meeting – Dell is planning to send two people, but it is open to the Select Board too.
- MassDEP Notice of Changes to reporting requirements – Discharge reporting requirements have changed.
- UniPay Scam Notice
- MMA Legislative Update – Information about Chapter 90 aid, etc.

**Public Comment - None**

**Items Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting**

Warren is putting together the Conway add and would like to know what the Board would like it to say. Carter suggested putting in a picture of Mr. Rogers saying “glad to be your neighbor.”

**Upcoming Meetings – March 13<sup>th</sup> (Budget Meeting) & March 20<sup>th</sup> (Select Board Meeting)**

Warren has included a draft agenda for next week’s budget meeting. Olanyk is unable to meet on March 13<sup>th</sup> or 27<sup>th</sup> and April 3<sup>rd</sup>, might want to make some changes to the upcoming meeting schedule.

**Adjourn: 9:26 PM**

*Motion to adjourn at 9:26 pm: Carter*

*Second: Coler                      Vote: 3-0-0*

Respectfully submitted,



Bridget S. Rodrigue, Town Clerk

**Document List:**

1. Agenda for March 6, 2017 Meeting
2. Ashfield Expense Report (run date 03/06/2017)
3. Minutes from the February 21, 2017 meeting
4. Letter to Attorney Donna MacNicol from the Park Commission
5. Ashfield Town Meeting Traditions and Procedures
6. Storm Damage – February 25-26, 2017 Event update from Doug Field
7. Debt Exclusion Ballot Question for the Purchase of a Highway Pickup Truck
8. Debt Exclusion Ballot Question for the Landfill Closure and Transfer Station Permitting

9. Application for Use of Town Hall – Ashfield Community Theater May 26, 27, 28 and June 2 with Assorted Rehearsals and Setups May 5-25
10. Application for Special Event License – Double Edge Theater June 3 & 4
11. Assistant Operator Job Description
12. Highland Ambulance FY2018 Budget Documents
13. Apple Valley Bridge Inspection Report
14. DLTA Funding Approval – Ashfield Open Space and Recreation Plan Update project
15. O’Rourke Notice of Election s MMA Representative in District 1
16. Franklin County Select Board Quarterly Meeting Notice
17. Franklin Regional Transit Authority Meeting Notice – March 16, 2017
18. Eversource Annual Emergency Response Plan Meeting – March 29, 2017
19. MassDEP Notice of Changes to Reporting Requirements
20. Unipay Scam Notice
21. MMA Legislative Update Information
22. Draft Agenda for the March 13, 2017 Select Board Meeting

approved 03.20.2017