



## Ashfield Select Board Meeting

Tuesday, April 4, 2017, 6:30 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 6:30 PM.

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

Absent: Ron Coler.

Also Present: Kayce Warren, Town Administrator; Bridget Rodrigue, Town Clerk; Judy Haupt, Parks Commission; Chris Lynch, Matrix (Broadband); and David Kulp, MLP Advisory.

### Meeting Convened at 6:44 PM

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

##### Consent Agenda:

Minutes	03/20/2017	As submitted
Warrants	W 17-21 Payroll W 17-21 Vendor	

**Motion to approve consent agenda: Carter      Second: Olanyk      Vote: 2-0-0**

#### Appointments with the Select Board:

##### A. Ashfield Town Beach Update – Judy Haupt

Judy Haupt is present to provide the Select Board with an update on the request for the Town of Buckland to have access to the Ashfield Town Beach during their pool renovation. Haupt has heard back from Town Counsel and the Town of Ashfield can set up an agreement with the Town of Buckland. Haupt says the passes would be \$100 for families and \$50 for individuals. Buckland does not know how many people will take advantage of this option, but they will be in charge of printing these passes and collecting the money for the Town of Ashfield. This money will then be used to hire extra beach area staff.

Olanyk asks if there will be a formal contract and suggests a memorandum of understanding.

**Motion to authorize Parks Commission to create a memorandum of understanding: Olanyk**

**Second: Carter      Vote: 2-0-0**

Carter also inquires about the status of the dock at Ashfield Lake.

**Discussion/Decision Items:**

**A. Town Hall Use Application – Blood Drive 4/8/2017**

The Lions Club has teamed up with the Ashfield Fire Association to put on a blood drive and vision screening at the Town Hall on April 8<sup>th</sup>. The Select Board previously waived the fee to rent out the Town Hall. However, the Town has received a donation of \$100 to be used for Town Hall.

Olanyk is concerned with waiving fees for non-town entities. However, he was reminded that the Fire Association is a non-profit and raises money to benefit the Town.

***Motion to authorize chair to sign application: Carter      Second: Olanyk      Vote: 2-0-0***

**B. FRCOG Bicycle Parking Program Agreement:**

Library would like to take advantage of the FRCOG Bicycle Parking Program and have bicycle racks installed at the library. Grant from FRCOG of up to \$1000 required these bicycle racks to be installed per regulation of manufacturer. Little to no-cost for the library to take advantage of this program. Only cost might be the material for the installation of a concrete slab by the Highway Department.

Olanyk asked if the Parks Commission would also be interested in having a rack installed at the park.

***Motion to sign: Carter      Second: Olanyk      Vote: 2-0-0***

**C. Buy Recycled Policy:**

The Town of Ashfield already has a buy recycled policy. However, this policy is required to be renewed every few years. Olanyk and Carter both agree this is a good policy to have in place and sign the document.

Warren has also prepared a memo to send out to departments reminding them to purchase recycled whenever possible.

**D. Annual Town Meeting Warrant:**

Request from MTRSD School Committee to add the Rowe article again to this year's warrant. It is more comprehensive than last year and has exceeded its time period.

***Motion to open warrant to add Rowe Article: Carter      Second: Olanyk      Vote: 2-0-0***

***Motion to close the warrant: Olanyk      Second: Carter      Vote: 2-0-0***

**E. Salary Study Update: Nothing new to report.**

**F. Mold Remediation Update: Pushing one week to allow for a more accurate quote.**

**G. Broadband Status Project Report:**

- MLP Advisory Board Minutes
- MBI Grant - David Kulp said the MLP Advisory will meet to discuss the grant to-night.

**Town Administrator's Report**

- Warren received a request for the Town of Ashfield to agree to a Regional Dispatch Feasibility study. If all Franklin County towns do not sign on, no grant will be awarded. Warren drafted a letter for Olanyk to sign stating the Town of Ashfield agrees to participate in this study. This is only a request for support of the feasibility study and does not require any commitment beyond this.

*Motion to sign letter of support: Olaynk                      Second: Carter                      Vote: 2-0-0*

- Budget – The FY2018 budget is still short by approximately \$107,000. Some cuts will be necessary. Warren has provided the Select Board with two budget sheets to review that shows some places where changes could be made.
- Carter said the narrow band mandate money should be in a broadband account. He said this money was voted last year for broadband and the narrow band mandate was something FCOG set up for the radios. He believes it was ultimately used to fund a new antenna up in Plainfield. Warren will look into this vote and work it out with the Town Accountant.
- Carter said there is no final figure for the transfer station. He was wondering if it would be better to increase to \$100,000.
- STM Motions:

Article 1	Assessor
Article 2	Coler
Article 3	Olanyk
Article 4	Carter
Article 5	Coler
Article 6	Olanyk
Article 7	Carter
Article 8	Coler
Article 9	Olanyk
Article 10	Carter

- Warren also had a conversation with DCR. New grant funding program for forestry management in response to the tornado. Grant funds available for people who had damage to

their property from the wind coming off the tornado. Will have an information meeting for residents of Ashfield on April 13<sup>th</sup>.

- ADA Coordinator - Olanyk says Warren should be listed as Ashfield's ADA Coordinator.

**Mail:**

- Chapter 90 contracts will be coming up and Warren recommends adding the Town Administrator as a contact in case the Select Board is not available to sign. Olanyk feels this should be placed on future agenda.
- Warren included the bridge reports. Recommends having the Select Board look them over.
- MDAR Animal Inspector Nomination – Find out if Martha would be willing to serve.
- FRTA Public Information Sessions Notice – Route Changes
- MTRSD Warrant Articles – language is almost confirmed on placeholders.
- Warren received email from David Newell, and it appears the Vocational School Budget will be \$80,000 less than previously anticipated. This will help with the FY2018 budget shortage.

**Public Comment - None**

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

A. Galvin & Sons Contract – Belding Memorial Library Steps Contract Signature Needed.

*Motion to sign: Olanyk                      Second: Carter                      Vote: 2-0-0*

**Upcoming Meetings** – April 10<sup>th</sup> Budget Meeting and April 18<sup>th</sup> Special Town Meeting followed by the Budget Hearing.

**Adjourn: 7:31 PM**

*Motion to adjourn: Olanyk                      Second: Carter                      Vote: 2-0-0*

Respectfully submitted,



Bridget S. Rodrigue, Town Clerk

**Document List:**

1. Agenda for April 4, 2017 Meeting
2. Minutes from the March 20, 2017 meeting
3. Ashfield Expense Report (run date 04/3/2017)
4. MacNicol, Tombs & Brown, LLP Opinion on Ashfield Lake

5. Email from Town of Buckland - Proposal on Ashfield Lake passes
6. Town Hall Use Application from Ashfield Firefighter's Association/Lions Club
7. FRCOG Bicycle Parking Program
8. Town of Ashfield Recycled Product Purchasing Policy & Memorandum
9. Ashfield MLP Advisory Board Meeting Minutes – February 8, 2017
10. Commonwealth of Massachusetts Proposed Last Mile Grant Program
11. Draft Dispatch Feasibility Study Support Letter
12. Ashfield FY2018 Draft Budget Report
13. STM Motions
14. MassDOT Notification of new Chapter 90 Contract
15. MassDOT Bridge Inspection Reports
16. MDAR – Animal Inspector Nomination
17. FRTA Public Information Sessions Notice – Route Changes
18. MTRSD Request to add Warrant Article to ATM Warrant – Rowe Vote
19. MassDOT – Notice of Chapter 90 101 State Aid Guidebook Information Session

approved 04.18.2017