

Approved as written 7/27/2015 2-0-0

Town of Ashfield
Select Board Meeting Minutes

July 13, 2015

The Ashfield Select Board meeting was held on Monday July 13, 2015 at the Ashfield Town Hall at 7:00 P.M. There were approximately 3 audience members in attendance. There were 2 audio recorder in use.

Previous Select Board meeting was June 29, 2015

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

Town Administrator: Derek Brindisi

Assistant Municipal Clerk/Scribe: Lynn Taylor, Scribe

Meeting called to order by the Chair @ 7: 02 P.M.

Agenda for 7/13/2015 (document 1)

Vendor Warrant W15-28 dated July 13, 2015 (document 2)

Payroll Warrant WP15-28 dated July 13, 2015 (document 3)

Payroll Warrant WP16-02 dated July 13, 2015 (document 4)

Vendor Warrant W16-02 dated July 13, 2015 (document 5)

Minutes:

Select Board Minutes of 06/29/2015: (document 6) Carter asks Taylor if she could go back to emailing the minutes to the Board members. **MOTION:** Olanyk makes a motion to approve the minutes of 6/29/2015 as amended, seconded by Carter. **VOTE: 3-0-0**

Appointments:

Thomas Poissant Highway Superintendent: Poissant advises that he will have to postpone the tour around Town with Derek as he has to go to Springfield to review hydraulic system on the new truck being built. The truck should be in Town within the month hopefully they can come up with a delivery date tomorrow. The ford truck will be traded towards the new truck, also still looking for a used street

sweeper to purchase. Coler expresses concern in regards to Smith Branch Rd. being completed within the time frame of September. Poissant advises the project has been started there has been some erosion control and clearing done. There has been a little bit of a hold up due to the high water in the brook, however they are ready to install the flume pipe they will then be able to start excavating. He reassures Coler that at this point there are no concerns for finishing the project on time. Coler would like updates on the progress of the project at every other SB Meeting Poissant agrees to keep the Board apprised of the progress.

Poissant needs Chair of the SB to sign the Winter Roads Pot Hole Money reimbursement request form for \$ 44,450.70 that had to be spent by June 30, 2015. **(document 7)MOTION:** Carter makes a motion for the SB Chair to sign the reimbursement request for \$44,450.70, seconded by Coler. **VOTE: 3-0-0**

Transfer Station Update: DEP Status; Task 1 sampling of wells, gas monitoring has all been completed, Task 2 Alternatives analysis, corrective action is in the beginning stage with Tighe & Bond maybe they should be onsite next week, and they are very comfortable with the timeline for completion. The DEP did inspect the transfer station last Thursday and have not yet heard anything. Olanyk advises Poissant to make sure and go over the DEP information checking off every bullet point making sure everything has been done. Poissant will pull the information together and email to the Board. Coler expresses concern he has heard complaints from citizens that min the morning the attendant opens the gate and goes to get a coffee leaving the gate open and that is one of the issues that the DEP has.

Carter questions how the turnovers for the transfer station are done. Poissant explains John brings his turnovers to highway and gives them to him and Phil comes directly to Town Hall and turns over to Lynn Taylor.

Carter would also like to look into the fee that Hawley pays to use the Transfer Station Poissant believes it is like \$14,400.00 a year. With the 20% increase in the cost of the Transfer Station it seems Hawley should absorb some of that increase as well.

This year's diesel fuel bid went to Dead River out of Bernardston Poissant will email the fixed price to the Board. Also this year because of having the buses getting gas at the Highway Dept. it looks like we might have to bid out the gasoline as well.

Poissant will be submitting his Chapter 90 request following are some of the plans for the money. Resurfacing sections of Spruce Corner/Plainfield RD, West Rd,

Lilliput extending blacktop 3- 4 hundred feet, Buckland Rd also adding blacktop curbing to help with water on the road, Baptist corner, Beldingville, Murray, and Tatro. There is roughly \$500,000.00 of Chapter 90 money hoping to only use \$200,000.00 would like to save the rest to put towards bridges.

Discussion regarding bridge and culvert repairs or replacements within the Town whether to use Chapter 90 monies or Town funds. Coler advises Poissant of hazard Mitigation grants for such things, Poissant advises he has used those grants in the past for bridges and culverts. There is an issue on Baptist Corner Rd. the culvert is fine it is the wall that is bad. Carter would like Brindisi to meet with Poissant and go over bridges that need work or replacement so Brindisi may search for grants.

Town Administrator Derek Brindisi informational briefing:

- Received an email from Ben Markens asking to change the date of the Special Town Meeting due to the Rosh Hashana holiday. **(document 8)**After discussion it was decided to hold the STM on September 16, 2015.
- Received an email from Emily Robertson School Committee member looking to pin down a date to meet with the Board. **(document 9)** Coler would like to have Robertson send out a doodle pole regarding this issue because there are already so many emails out there. Brindisi will advise her to do that.
- Had a meeting with Wayne Farrell to discuss Veterans services. After looking at the Town Website there is no information on Veterans Services would like to work with Farrell and get some information onto the website.
- Spoke with Chief Haskins about 1700' of fire hose has failed the pressure test therefore cannot be used. Haskins is going to see if his budget will have enough to buy some new hoses.
- Had a conference call with Jessica from Crocker Communications they are the company that we are using to install the voice over IP. They were at Town Hall last week trying to install the new systems however had to stop due to some alarm and phone line issues. She advises we have three choices and will be putting together some estimates. 1. The best route to take is to change the entire system which will cost the most amount of money. 2. Continue down the road they started which will only be a temporary fix. 3. Hold off doing anything for right now until we know whether the Town plans on buying the Dodson Building. Carter wants to make sure the Fire House is included in plans.

- Have noticed a few things in his short time on the job that should maybe be addressed for example departments are allowed to spend own monies with no purchase orders maybe we should use purchase orders maybe we should think about having to do purchase orders, perhaps with supplies have it so you can monitor buying, discussion regarding procurements. Coler and Carter both advise be careful how you come across you don't want to start a problem where this is no problem, would also like to meet with the Finance Committee regarding Policies and Procedures. Personnel Policies look good however yet they are not being enforced. Derek will start meeting with department heads and the Boards and Committees to introduce himself and explain his responsibilities as well as to get familiar with the day to day operations and how the different departments and Committees function.
- Derek will be away next week July 20-24 (a commitment the Board new about prior to his being hired)
- Franklin Regional Transit Authority is looking for the Board to appoint a representative to the Advisory Board for FY16. **(document 10) MOTION:** Olanyk makes a motion to appoint Derek Brindisi as representative to the Franklin Regional Transit Authority Advisory Board, seconded by Coler. **VOTE: 3-0-0**
- DOT Title VI/Nondiscrimination Assurance Requirement needs signature from the Chair of the SB. Carter reads letter into the record. **MOTION:** Carter makes a motion to authorize the Chair to sign the DOT Title VI/Nondiscrimination Assurance Requirement, seconded by Coler. **VOTE: 3-0-0**

Liaison Reports:

- Coler advises that Town Counsel has been working with the Franklin Land Trust and Gloria Pacosa looks like we will need some kind of licensing agreement.
There is still some fanwort in the lake the emergency removal permit expired before it was able to be completed.
Coler is working hard on Hazard Mitigation Grant for the dam and will then move to Mass Works grant for both the dam and retention wall.

Mail:

Federal Energy Regulatory Commission booklet of notice of intent to prepare environmental impact statement for the planned Northeast Energy Direct

Project: MOTION: Olanyk makes a motion to have the Town Administrator upload the FERC booklet regarding the **Northeast Energy Direct Project** to the Town website for the benefit of Ashfield citizens, seconded by Coler. **VOTE: 3-0-0**

Board asked Town administrator to forward to Jim Cutler as well

Public Comment:

Ricki Carroll and Ann Yuryan come in front of the Board regarding the grand opening of the Ashfield Lake House on Friday July 10. They feel that the band and noise from the lake house was very very loud and went past the 10:00 PM noise ban. (it was determined later that the ban starts at 11:00 PM)The parking was on both sides of Buckland Road as well as all over the park property they stated that a fire truck or ambulance would not have been able to get through the street if needed. They explain that they are all for business in Town but the Lake House needs to realize they are in a small residential area and they should be respectful of their neighbors. Carroll advises she called the Lake House spoke with Dre Rawlings who told her she had a permit for the event. Yuryan felt it was like flash mob and something like this should never happen again.

Next Select Board Meeting will be Jul 27, 2015 at 7:00 PM

Carter makes a motion to adjourn, seconded by Coler.

Adjourned at 9:37 PM

Document List

- 1. Agenda for 7/13/2015**
- 2. Vendor Warrant W15-28 dated July 13, 2015**
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- 4. Payroll Warrant WP16-02 dated July 13, 2015**
- 5. Vendor Warrant W16-02 dated July 13, 2015**
- 6. Select Board Minutes of 06/29/2015**
- 7. Winter Roads Pot Hole Money reimbursement request form**
- 8. email from Ben Markens asking to change the date of the Special Town Meeting due to the Rosh Hashana holiday**
- 9. email from Emily Robertson School Committee member looking to pin down a date to meet with the Board**
- 10. Franklin Regional Transit Authority is looking for the Board to appoint a representative to the Advisory Board for FY16**
- 11.**

