



## Ashfield Select Board Meeting

Tuesday, September 5, 2017, 7:00

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; Tom Carter; and Ron Coler.

Also Present: Kayce Warren, Town Administrator; Bridget Rodrigue, Town Clerk; Steven Grout, HCOG; Tom Poissant, Highway Department; Beth Bezio, Police Chief; Kyle Taylor, THBC; Nancy Garvin, THBC; Stuart Harris, THBC; Mary Quigley, THBC; Doug Cranson, THBC; Marcine Appel Eisenberg, Library Trustees; Wayne Wickland, Resident; and Diane Bronchaccio, The Recorder.

Olanyk convened the Select Board meeting at 7:00 pm, with one recording device.

### Consent Agenda –

Minutes	8/21/2017	As submitted
Warrants	W18-06 Payroll & Vendor	

***Motion to approve the Consent Agenda: Olanyk***

***Second: Coler***

***Vote: 3-0-0***

### Appointments with Select Board

A. Highway Superintendent – Transfer Station CAD, Highway Garage Visits/Police Vehicle Storage, other updates

**Transfer Station CAD** – Poissant presented the Select Board with two plans for the Transfer Station. He stated the main difference between the two plans was the layout of the access road; one plan had the access road looping around the containers, while the other plan had the access road with a turnaround. Poissant pointed out a few minor issues pertaining to the retaining wall and said he would discuss the needed corrections with Tighe & Bond. Poissant also discussed the DEP requirement of a chain link fence around the perimeter of the Transfer Station and stated there are a few options for placement. Olanyk questioned the ability of the attendant to monitor the activity at the Transfer Station, and Poissant said this has been addressed with the placement of the shed. After further discussion, it was decided to approve the plan that had the access road looping around the containers.

Carter also recommended Poissant consider the addition of a fourth concrete pad with a conduit for electricity for future use with a compactor. Poissant agreed and will ask for this to be added to the plans. Carter would also like Poissant to consider the cost saving of the Town going single-stream and use of a compactor. Poissant stated hauling would be less expensive but will find out more details.

Coler asked about the transfer station’s collection of tires. Poissant says it balances out. Olanyk wonders if this could be scheduled for once a quarter to make it more cost effective. Poissant will look in to how other towns are handling these items.

**Apple Valley** – Gill Engineering came recommended and is still the lowest and best option. Poissant felt the bid services provided by Gill Engineering are adequate and stated we can reach out to the FRCOG if we need help. Town Council approved the contract, and it is ready for signatures. Poissant

stated the bridge has deteriorated over the past 12 months, but only the portion that is not open for travel. He would like to do the same thing we did this past winter, but find better location for barricades to prevent people from driving around them. Olanyk concerned with plowing and deterioration, but Poissant said this was not a problem last year. Option are to leave bridge open, close the hill, or close the bridge and provide access to the two houses from Hawley Road. Poissant and the Board will determine this later.

***Motion to direct chair to sign contract with Gill Engineering: Carter***

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

Bullitt Road bridge also needs some work. Poissant said the railings and one beam need to be repaired.

**Highway Garage Visits/Police Cruiser Parking** – Poissant looked into structures that could be used to cover two cruisers parked next to each other. One all metal structure from Sheds Chesire costs \$5400 (24x21). Another one from Home Depot costs \$4500 (20x20). Other option is to have the Highway Department build a wooden structure. Carter is not convinced that the cruisers need to have cover and, therefore, does not see the emergency in this issue. Poissant will continue looking into these options.

**B. Stephen Grout, Hampshire Council of Governments – WWTP Power Supply Contract**

Stephen Grout was asked by the Board to attend tonight’s meeting to discuss the Town’s power supply contracts. The Board is interested in coterminous contracts. Grout said it is possible to do coterminous contracts, however, the current option for a one year contract is higher and the WWTP would have to absorb this higher rate. The Town’s other contract expires next year, so the Town could sign a two-year contract next year, to make it coterminous. The current rates are set by the market expectation, and the market expects this winter and next winter to be volatile. Thus, the higher prices.

Olanyk clarified that Ashfield has net metering credits purchased through the Hadley solar array which covers 85% of the Town’s power, so there is only 15% remaining. Grout explains that this is green energy but we also have the option of brown energy. The difference from brown to green is about 15 dollars a month. Coler would like to know exactly what the Town is saving per month. Coler would also like to use only green power supply since we are a green community. One year is \$0.10412/kWh, three year is \$0.10263/kWh, and 2 year is \$0.10480/kWh. It was agreed that the WWTP should contract out to 2020, and then have the Town line up to them after that. The Board would like the Town to stay green and will look into coterminous contracts to start in 2020.

***Motion to approve three-year contract for WWTP at \$0.1048/kWh: Carter***

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

***Motion to authorize Chair to sign this contract at his convenience: Olanyk***

***Second: Carter***                      ***Vote: 3-0-0***

**C. Marcine Appel Eisenberg – Belding Library Rear Roof Repair Project Update, Broadband Hub Location.**

**Belding Library Rear Roof Repair Project Update** – Eisenberg informed the Board that the bid documents are ready to be posted tomorrow. It has been hard to estimate the cost for this repair because there is some asbestos in the roofing tar, so some asbestos remediation might be needed. There is a pre-bid meeting scheduled for September 11<sup>th</sup> at the Belding Memorial Library. The final cost is unknown at this time, however, there is currently \$13,000 in the Capital Campaign Account, \$17,000 in donations, and \$70,000 in the private trust. Eisenberg said they are estimating the project

will cost \$60,000. It is a small but complicated project. The roof has lots of angles and two rubber membranes. Problems have been with the connection points and not the roof itself. The Library Trustees have the funding for the repairs, but would appreciate the support of the Town down the road if they need funding. Olanyk stated that the Town will support the library. Board would also like the option for a standing seam roof added to the bid documents. They understand this option is more expensive but would like to know the difference in cost. Eisenberg would like to have the roof finished before winter.

When asked what other projects are on the agenda for the library, Eisenberg stated the next big project would be to install an HVAC system. Which is estimated to cost approximately \$40,000. There are also a number of smaller projects, such as bring bathrooms up to code and fixing plaster.

**Broadband Hub Location** – Eisenberg said the library has several places in the basement where the Broadband hub could be placed. The library has a fiber drop and no planned structural changes, so it would be a perfect location for the hub. She also stated there has never been any water issues in the area where the hub would be placed. Carter said this would be a huge savings for the Town and is glad to have the Library Trustees on board with the hub being in the basement of the library. It was also discussed that, with the hub being placed in the library, the Town might cover the cost of the HVAC system for this equipment.

## **Discussion/Decision Items**

### **A. Recommendation of Steeple Contract Award – THBC**

Stuart Harris received another two-phase proposal. Stevens and Associates (Brattleboro, VT) bid \$20,850 for the design phase. Steven and Associated have experience with old structures (churches and towers) in VT and RI and seemed to be the best fit. THBC was satisfied with their proposal and recommended awarding them the contract. Warren recommended taking a vote to award to Stevens tonight, and then FRCOG will send out a contract. Harris said once contract is received, the design phase is estimated to take 8-10 weeks.

*Motion to award contract to Stevens and Associates and authorize chair to sign: Olanyk*

*Second: Coler*

*Vote: 3-0-0*

### **B. Police Chief Memorandums – Drug Forfeiture Fund, Pfersick Road Land Dispute**

**Drug Forfeiture Fund** – Chief Bezio stated the department had a drug seizure case which was disposed of in court and the money was forfeited. The Town will receive half of these funds but they cannot be released to the Town until there is a special fund set up to accept them. Chief Bezio asked the Board to authorize the accountant to set up a drug forfeiture revolving fund. Warren said the Town would need to add this account to the warrant and receive Town Meeting approval. Chief Bezio will notify the courts that the Town is in the process of setting up this fund.

**Pfersick Road Land Dispute** – Chief Bezio informed the Board that there is a land dispute on Pfersick Road. Both parties believe they own the same small section of land and both have taken out trespass orders. Bezio stated that this is a civil issue and that she has written and emailed explaining to the owners that this needs to be taken to land court. Coler recommends sending a formal letter to the owners informing them that this is not a Town issue and the avenues needed to solve the problem. Once the court decides, Chief Bezio will be able to enforce it.

### **C. Town Hall Use Umbrella Insurance**

Warren spoke with neighboring towns and discovered that Buckland does not require a specific insurance coverage only that the group has insurance, Shelburne rents space to private association and that private association handles the rentals, and Charlemont does not require an umbrella policy. She also spoke with the Town's insurance company and was told to keep it the same because it limits the towns liability. Coler is concerned that the 2-million-dollar umbrella policy is too expensive for most groups. He feels the building is meant to be used, and we should make it more affordable. Coler stated this is one of the few rentable buildings in this area, and he would like residents to be able to use the space. Carter said he is glad the Town Hall is being used, but other rentable spaces in the area are underutilized, such as Community Hall. Warren expressed concern that if there is a claim above the umbrella, the difference must be paid for by the Town. She said it comes down to how much risk does the Board want to take.

After a lengthy discussion, it was decided to keep things the same, but continue to think about what impact this has on the community and then decide whether to make changes or not. For now, Warren will notify everyone filling out rental forms that the umbrella policy is required. Coler also recommended making sure all forms turned in are the most recent version.

### **D. Town Hall Use Applications – Film Festival, Fall Festival**

The Town received requests to rent out Town Hall for the Film Festival and Fall Festival.

*Motion to approve above Town Hall use applications: Coler*

*Second: Carter                      Vote: 3-0-0*

### **E. Regional Emergency Management Committee Representatives**

Warren notified the Board that Doug Field will continue to be the Town's representative.

### **F. Resignation from Conservation Commission – Capra**

Anne Capra has resigned. Select Board signed letter to be mailed thanking her for her service.

*Motion to accept resignation with regret: Carter*

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

### **G. Invasive Weed Update**

Coler is expecting formal report from the diver, but was informed that the invasive weeds are much bigger than expected. It is a situation similar to a lake in Vermont which ended up having to do chemical treatments. Ashfield may need to consider judicial use of chemicals on a consistent basis to help control the invasive weeds. Coler estimated there will be \$500 dollars left that could be used to hold a public hearing to discuss this concern. He will notify the Board when he has more information.

### **H. Mold Remediation Update**

Warren informed the Board that the system installation has begun, and will continue for the next week or so.

## **I. Salary Study Update**

Warren working on a few job descriptions and is waiting for Personnel Board to schedule a meeting.

## **J. Broadband Project Status Update**

Division of Local Services will put out a guidance document on how to handle the grant money, and there will be scheduled monthly status calls.

## **K. Large Scale Development & Local Road Preservation Bylaw**

Coler met with Peggy Sloan and she suggested forming a working group to look into this concept. This group would consist of representatives from the Select Board (Coler), Planning Board, Conservation Commission and ZBA. Coler will reach out to these Boards and will report back to Board when he has more information. Ultimately, the Select Board would direct the Planning Board to hold a public hearing to craft a zoning bylaw that addressed this concern.

## **Town Administrator's Report**

- First Finance Committee meeting next week.
- Fire Truck – Warren was advised by a colleague that until the Town proves it is serious about wanting new equipment by putting funding aside, it might not receive grant funding from FEMA for a fire truck.

## **Mail**

- Notice about outstanding taxes. Thank the collector for her efforts and effectiveness is bringing outside accounts from 22 down to 5 for FY2016. Lynn Taylor attended collector school and is handling the position well.
- Franklin County Selectmen's Association Meeting on September 28<sup>th</sup>– Coler, Olanyk and Warren will attend. Warren also forwarded this information to Planning Board and the ZBA.
- Eversource sent two notices regarding Right of Way clearing for power lines. Dealing with residents individually if they have issues.
- Aerial Patrols – Occurring over the next few days.

## **Public Comments – None**

## **Items Unanticipated – None**

## **Upcoming meetings – September 18, 2017**

## **Adjourn – 10:00 pm**

*Motion to adjourn 10:00 pm: Olanyk*

*Second: Coler*

*Vote: 3-0*

Respectfully Submitted,



Bridget S. Rodrigue  
Town Clerk

Document List:

1. Agenda for September 5, 2017
2. Minutes from August 21, 2017 Meeting
3. Summary Budget Comparison From 7/1/17-6/30/18
4. DEP Transmittal Form for Permit Application and Payment – Landfill
5. Tighe & Bond BWP SW 25 Corrective Action Design Ashfield Landfill dated June 30, 2017
6. Memorandum from Warren dated September 5, 2017 regarding Apple Valley Bridge Repair
7. Gill Engineering Proposal for Professional Engineering Services – Apple Valley Bridge
8. Comprehensive Environmental Inc. – Apple Valley Road Culvert Replacement Proposal
9. Tighe & Bond Apple Valley Road Bridge Proposal Letter dated August 22, 2017
10. Email from Stephen Grout regarding WWTP electricity supply renewal dated September 5, 2017
11. Memo from Chief Bezio regarding Law Enforcement Trust Account dated August 29, 2017
12. Memo from Chief Bezio regarding Pfersick Road land dispute dated August 29, 2017
13. Memorandum from Warren regarding the Umbrella Insurance dated September 5, 2017
14. Town Hall Use Applications – Ashfield Film Fest and Ashfield Fall Festival
15. FRCOG Regional Emergency Planning Committee Representative Form
16. Anne Capra resignation letter dated July 12, 2017
17. Tax Collector Notice dated September 5, 2017
18. FCSA Quarterly Meeting Notice
19. Eversource Right of Way letter dated July 2017
20. Aerial Patrols email dated September 1, 2017
21. Charlemont Insurance Requirements dated May 13, 2013