



Ashfield Select Board Meeting

Tuesday, December 27, 2016, 7:00 pm

Ashfield Town Hall, 412 Main Street, Ashfield MA 01330

Pursuant to notice duly filed with the Town Clerk, a meeting of the Select Board was held at 7:00 pm in the Ashfield Town Hall, Lower Hall. There was one audio recorder at the meeting.

Present were: Todd Olanyk, Chair; Tom Carter, Vice-Chair; and Ron Coler. Also present: Kayce Warren, Town Administrator; Bridget Rodrigue, Town Clerk; George Stephan; Doug Field, Council on Aging Chair; Cathleen Buntin, Senior Center Director; Delmar Haskins, Fire Chief; Kyle Taylor, resident; Officer Thibault, Police Department, Corporal Beth Bezio, Police Department; and David Gendron, Police Department.

Consent Agenda:

Minutes	11/28/16, 12/7/16, 12/12/16, 12/14/16	Coler asked to have the 12/14/16 minutes amended to <i>draft</i> memorandum.
Warrants	W17-13 Payroll W17-13 Vendor	Comment about payroll being high this week. Warren informed them this is due to stipends being paid out.
Annual License Renewals	Liquor Licenses: Ashfield Lake House Edge Hill Golf Course Elmer's Nolan's Neighbors	All four liquor licenses are looking to renew. Forms are all in order, and there have been no complaints or changes to any of these licenses.

Motion to approve consent agenda as discussed: Olanyk Second: Coler Vote: 3-0-0

Appointments:

Doug Field and Cathleen Buntin – Senior Center:

Mr. Field states that the Town of Ashfield has outgrown the Senior Center due to the fact Ashfield has 694 people over the age of sixty. He is a member of the Council on Aging and says they are looking at possible buildings to relocate to. The Mason building would have been a possibility, but they are not willing to sell at this time. Mr. Field feels the town should look seriously at building a new Senior Center close to Shelburne Falls. The Board of Directors started looking at property, but has not found anything yet.

In order to fund new construction, Mr. Field says they are going to look at donations and grants. First order of business would be to have a non-binding warrant article at the Annual Town Meet-

ing to see if the support for a brand new Senior Center is present. He also mentioned sending out a survey to residents to see if they feel a brand new Senior Center is needed.

Carter questions whether he would place this article on the warrant or on the ballot. Mr. Field states either option would be fine. Olanyk feels both would be suitable. Carter states that more people come out to vote than attend the town meeting.

Olanyk asks if a study has been done to see if a new Senior Center is needed. Ms. Buntin states that there has been a population study and that Ashfield and Heath have the highest percentage of residents over sixty. The current Senior Center does not have the space needed for the number of seniors it services. It also only has one bathroom! Not only is more space needed, but also better quality space. Ms. Buntin states they do not want to overbuild and a study was conducted which recommended doubling the Senior Center space from 3,000 square feet to 6,000 square feet. It would also be designed to have some community use (Greenfield is doing this right now). If a new Senior Center is built, the community space will be able to draw in some revenues to support the new Senior Center. The study also looked the cost of new construction vs. renovation and the cost was very similar. Ms. Buntin feels it would be best if towns started committing funds now for the future and that the Senior Center should look into a multi-town ownership model.

Olanyk asks if there are any grants available for the construction of a new Senior Center. Ms. Buntin says there is a Community Development Block Grant but it requires the town to be "shovel ready." She feels \$15,000 from each community in a joint fund to help support construction of a new Senior Center in the future would be best. Any payments out of the joint fund would require approval from all towns.

Coler asks Ms. Buntin if she will also be approaching other towns to ask if they would be interested in construction of a larger Senior Center. She is starting with Buckland, Shelburne Falls, and Ashfield. Ms. Buntin would like to approach other towns, but is not pushing right now since there are space constraints in the current location. She said she would be willing to look into this to determine if there is interest from other towns (Colrain, Charlemont and Heath are possibilities). Having this money available if a piece of property came up on the market would be helpful. The foundation is willing to approach private donors in addition to any public funds. However, Ms. Buntin would like to make sure the commitment is there before reaching out to private donors. Ms. Buntin and Mr. Field are present today to make the Select Board aware of the concerns with current Senior Center and to see if the Board would support putting money aside during this budget season to support a new Senior Center. (Ms. Warren informed them that they can fill out a Capital Request for the \$15,000). Carter asked how the Senior Center is funded currently. Ms. Buntin said the variable expenses are spread around and the fixed are shared equally. If it ends up not coming to fruition, the money would be returned to free cash. Carter said he is not averse to setting a sum of money aside annually to be held if this comes to fruition. Ms. Buntin says her goal is to try to raise money to help lessen the impact when the time comes for the new Senior Center.

Discussion/Decision Items:

A. Police Chief Position Discussion

Previously, the Select Board questioned whether they could do an internal posting instead of an external one. Ms. Warren checked with the Personnel Board which recommends doing an external posting. However, it is up to the Select Board to make the final decision.

Carter asks Corporal Bezio if she is still interested in the Police Chief position. Corporal Bezio responds that she is interested. At this point, Carter feels that it would be nice to have Corporal Bezio start off as an Interim Police Chief. Coler says he has only heard positive things about Corporal Bezio and he is highly encouraged by her performance. He agrees with doing an Interim Police Chief position and that it is only fair to go through the interview process. Olanyk says he is also in agreement with this course of action. Oftentimes, if someone is interim they end up becoming the permanent. However, he does not want residents to feel the town is being shortchanged by not looking elsewhere.

Corporal Bezio is interested in the full-time position and knows that the interim position is a way to get her foot in the door. However, she is currently working for another department and this is a risk for her if the position ended up going to someone else. Carter says he is willing to work with Corporal Bezio and look at lessening the hours of the interim position to make it work for her. Carter would like to have someone firmly in place for the next fiscal year, July 1, 2017. It is important to relieve David Gendron of his responsibilities and have an official Interim Police Chief. Coler recommends Corporal Bezio going through the budget process with David Gendron as a mentor. David Gendron is happy to assist Corporal Bezio through the budget process and states he has already been working on this with her. Olanyk stated this discussion is not an indication of how the town feels about Corporal Bezio and her performance.

David Gendron states a process like this could go quickly. He has passed along some questions and a scoring rubric which could be used to weed out a lot of the applications. When he did this for Deerfield he said he threw out 95% of the applications based on this process. The search committee interviews and passes along the top three candidates to the Select Board. Coler asks if David Gendron would be interested in being a member of this search committee. Mr. Gendron says he is willing but that he would like the Select Board to know his bias is with Beth but that he would be fair too. Coler feels his experience would add a lot to the process and would help expedite it.

Olanyk would like to determine the timeline for the Police Chief search process. The Select Board is getting started with the budget process but would also like to get the Police Chief search moving. Carter suggest having the search committee provide the Select Board with their recommendations as of April 1st.

The Select Board would like to offer Corporal Bezio the Interim Police Chief position but would like Corporal Bezio to figure out what would work best for her before she makes a decision. Currently Corporal Bezio is working 15-20 hours in Ashfield and 30 hours a week in Erving. She would have to look at the number of hours she could provide to Ashfield as the Interim Police Chief. Officer Thibault is assisting Corporal Bezio so that she can focus on the departmental

management duties. The Select Board noted that acting as the Interim Police Chief is a way for Corporal Bezio to get her feet wet and to figure out if she really wants this position. The Select Board would like to see Corporal Bezio back at the next meeting.

Carter asks Chief Haskins how the departments are working and Del states he has enjoyed working with Corporal Bezio.

The Select Board will use the next meeting, unless Corporal Bezio changes her mind, to appoint Corporal Bezio as Interim police chief and determine how this will be executed, set the Police Chief Search Committee with final interview candidates ready for Select Board by April 1st, and have David Gendron move to a consultant role. The Select Board would like an offer letter ready for the next meeting.

Carter asks about the budget since 60% of the budget has been used and we are only at the half-way point. David Gendron says this is due to the fact that \$8,000 was spent on the cruiser. Corporal Bezio is aware of the budget and will work to manage it.

B. Mold Abatement Update:

Ms. Warren states that Service Master is on the list of recommended vendors. She states there are some changes that can be made to the service. One such change being changing hepa-vacuum to washing with non-biocide and then have the area retested. The insurance company would have no issues with this change. Coler states that Ms. Quigley brought up the possibility of other vendors. Ms. Warren says there are other vendors but if Service Master is willing to work with Walt Baenziger, then she feels it would be best to stay with them. She will have Service Master and Walt Baenziger discuss the possibility of working together to fix the mold issue.

Coler will remove the watermark from the draft memorandum and will insert the new plan into the memo, making this a final version.

C. Belding Memorial Library Steps Repair Quote Award:

Belding Memorial Library Trustees received four quotes for the Belding Memorial Library steps repair project. The Trustees recommended Galvin & Sons to do the work. Galvin & Sons came in the lowest and are familiar with the project. This work will be paid out of various funds – restoration, capital campaign, and trust money in this order.

Motion to accept recommendation and approve award: Carter Second: Coler Vote: 3-0-0

D. Town Hall Roof Tile Repairs – Nothing to discuss at this time.

E. Classification – Salary Study Award – Nothing to discuss at this time.

F. Renewable Energy Letter to Massachusetts Legislature

Coler would like to send a letter to the Speaker of the House and Senate President asking them to support legislation that will prohibit the harmful and unnecessary “pipeline tax”, prevent any other scheme to force consumers to accept unnecessary pipelines that we cannot afford and that would prevent us from complying with the law, and to prioritize greater investment in energy

efficiency/demand response, renewable resources, and energy storage. Would also like to see carbon copies sent to Kulik and Hines.

Motion to sign letter: Olanyk Second: Coler Vote: 3-0-0

G. Letter of Support – Park Commission Application for DCR Recreational Trails Program Grant

Ms. Warren has a letter the Park Commission would like the Select Board to sign showing the Board’s support of the Park Commission applying for a DCR Recreational Trail grant.

Motion to sign letter of support: Olanyk Second: Coler Vote: 3-0-0

H. Special Municipal Employees List Confirmation

Ms. Warren has prepared a list of the Special Municipal Employees for the Select Board to review before turning over to the state. Originally, Ashfield had it listed as all boards, committees, and commissions. The state has asked for names of all committees, boards and commissions. Coler says the Municipal Light Plan, Municipal Light Plant Advisory Committee, Fall Festival Committee, and Senior Center Liaisons are missing from this list. Olanyk says David Newell as the transportation coordinator (VEAC) is also missing from the list.

Ms. Warren states the Ethics Commission needs the Select Board to take a vote to confirm this list of Special Municipal Employees.

Motion to accept as amended: Olanyk Second: Carter Vote: 3-0-0

I. MBI Communication – Nothing to discuss at this time.

J. Broadband Financing – Nothing to discuss at this time.

Town Administrator’s Report:

- Tax bills are going out on Friday. There have been some computer problems with the transition, but everyone is working hard to get things done.
- New Year’s Potluck is on Sunday.
- Request for Information and Acknowledgement from DCR regarding dam safety. Coler requests that this be forward to Tighe & Bond to get their approval before Board signs.
- Ms. Warren passed her design and construction test. She is applying for MCPPO and needs the Board to sign her job description.

Motion to sign: Olanyk Second: Carter Vote: 3-0-0

Upcoming Meetings: January 9, 2017

Adjourn: 8:50 pm

Motion to adjourn: Coler Second: Carter Vote: 3-0-0

Respectfully submitted,



Bridget S. Rodrigue, Town Clerk

Document List:

1. Agenda for 12-27-2016 Meeting
2. Minutes for November 28, 2016
3. Minutes for December 7, 2016
4. Minutes for December 12, 2016
5. Minutes for December 14, 2016
6. Town of Ashfield Expense Report
7. Expansion Project Strategy Meeting Minutes 10/4/2016
8. Ashfield Fall Festival Report – Police Department
9. Recommendation of Award – Belding Memorial Library Steps
10. Renewable Energy Letter
11. Recreational Trails Grant Support Letter
12. Special Municipal Employees List
13. Letter from DCR
14. Town Administrator Job Description
15. Snow Disposal Guidance Letter from MassDEP
16. MIIA Memorandum – Nominating Form