

Town of Ashfield
Select Board Meeting Minutes
May 04, 2015

The Ashfield Select Board meeting was held on Monday May 04, 2015 at the Ashfield Town Hall at 7:00 P.M. There were approximately 1 audience member in attendance. There was 1 audio recorder in use.

Previous Select Board meeting was April 22, 2015

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

Executive Administrator: Mary Fitz-Gibbon

Assistant Municipal Clerk/Scribe: Lynn Taylor, Scribe

Meeting called to order by the Chair @ 7:07 P.M.

Agenda for 05/04/2015 (document 1)

Payroll Warrant WP15-23 dated May 04, 2015 (document 2)

Vendor Warrant W15-23 dated May 04, 2015 (document 3)

Board Reorganization:

Carter moves that the Board starts by reorganizing the Board following Annual Town Meeting. Coler advises that he would not like to be Chair he would like to concentrate on the lake/dam and retention wall issues, looking and applying for grants etc. Olanyk advises he feels a year on the Board is not enough to be Chair and feels Carter would do a much better job. **MOTION:** Coler makes a motion to nominate Tom Carter as Chair to the Select Board, seconded by Olanyk. **VOTE: 3-0-0.** Board decides that they will keep the same liaison positions.

Appointments:

- a. **Town Administrator Search Committee: Applicant referrals for the Select Board interviews; set a date for interviews.** The Search Committee members Wayne Farrell, Juliet Jacobson, Amy Shapiro, and Sandy Lilly are at the meeting to present the top four candidates to the Select Board. The Committee received 27 resumes, performed 8 interviews bringing forward

(fairly unanimous) four candidates. Lisa Blackmer, Derek Brindisi, Wendy Foxmyn, Ciara Hayden. The SB decides to try and schedule all of the interviews for Friday May 8th. Fitz-Gibbon will contact the candidates to see if Friday will work for them if not the Board will also use Thursday May 7th. Time slots for Friday interviews will be 11:00AM, 1:00 PM, 2:30 PM, 4:00 PM. Board should e-mail questions they would like to ask at the interviews to Fitz-Gibbon who will have them ready to meet with the Board a half hour prior to the first interview. Carter thanks the Board for their help and getting this done 17 days early. Carter asks Fitz-Gibbon to send thank you letters to the Committee.

- b. **Farmers Market Steering Committee representative: Use of Town Common** Donna Elwell is at the meeting upon the request of Carter. Elwell gives the Board a packet of information containing Vendor information, Vendor Agreement, Vendor Application (**document 4**). Elwell gives an overview of how the Farmers Market is moving forward this year. Elwell asks about contacting the Ag Commission and try to get there support. Carter told Elwell that the picnic tables will need to be moved off the center of the Town common every Saturday when the Market is over, it would be nice if they are put over near the church and the Town Common line. Elwell will be sure the tables are moved on Saturday afternoon. The Market will start on May 23 and end on Oct. 24.

Review and approve Minutes

Minutes of April 22, 2015: **Motion:** Carter makes a motion to approve minutes of 4/22/2015 as amended, seconded. **VOTE 3-0-0 (document 5)**

New Business:

- a. **FRCOG Pipeline intervener status request; pipeline response process discussion:** packet from Regional Pipeline Advisory Committee packet including minutes of three meetings (**document 6**) Bill Perlman FRCOG Pipeline advisory Committee has determined that they will not take a position on the pipeline issue. Bill has a lengthy discussion with the Board and at times heated between Coler and Perlman. Perlman gives an overview of what and how the FRCOG is planning on dealing with the pipeline issue. In the end The FRCOG will be asking the Towns to contribute monies to help with the costs associated with the pipeline advisory Committee and the work they will be doing. They are looking for \$8,500.00 initially and when

done should conclude the amount of \$25,000.00. These monies would go towards attorney fees, studies etc. All in relation to the pipeline, if individual Towns were to do these things individually it would bankrupt Towns. FRCOG has already taken \$15,000.00 from their free cash in anticipation the Towns would participate. The Board reminds Perlman that they will have to support the nonbinding resolution that the Town voted on to keep the pipeline out of Ashfield. Perlman feels that the Towns should be prepared for if and when the pipeline goes in. After the discussion ends Coler graciously apologizes to Perlman for coming off so strong. Murray adds that we as a Town should be cautious of how much, for what, and when handing out monies for this issue.

- b. Historical Commission Parade permit letters:** Fitz-Gibbon has drafted two letter regarding the Historical Commissions permit request to the DOT to close and use 116 for the 250th celebration parade. Carter reads the letter dated May 4, 2015 to the DOT on behalf of the Historical Commission. **MOTION:** Olanyk makes a motion to have the Chair sign the letter to the DOT regarding 250th parade celebration and the use of Rte. 116, seconded by Coler. **VOTE: 3-0-0 (document 7)** Board signs the seconded letter to the DOT dated April 20, 2015 also regarding the parade(**document 8**)

Old Business:

Annual Town meeting review, discussion, prioritize objectives: discussion of the Town Meeting on May 2nd not very many people attended the meeting this year, Murray advises he did his best to keep the Fin Comm. members in check after the lunch break. Coler added a thought that next year maybe giving more of an explanation of how the budget is put together and the amount of work that happens behind the scenes, and the Fin Comm. is just not “agreeing” with the SB. There are people who have no idea how the process works. Board comes up with a list of priorities for this year, Town Administrator position, Transfer Station, Dam/Retention Wall, Pipeline, Broadband, and Personnel Policies.

Liaison Reports:

Olanyk: We should start moving forward with the Transfer Station study required by the DEP. At a recent Franklin County Building inspection meeting it was voted to raise permitting fees to offset a shortfall.

Coler: Should be receiving an emergency permit soon to deal with the fanwort in the lake June is the time to go in and remove as it will then have leaves and be visible. The survey of Gloria Pacosa's property and Town Hall common is complete. The next step is to draft an agreement making it clear her stone wall is on Town property and that she will be responsible for the wall. Coler was questioned by an elderly person in Town about getting smaller Town trash bags that will be easier to handle.

Mail:

Carter sorts through lots of mail that had been set aside while trying to balance the FY16 budget. Touching ever so briefly on some of them.

- Letter dated 4/15/15 from HRA regarding quarterly reports (**document 9**)
- letter dated 4/10/2015 from HRA housing consumer education center (**document 10**)
- letter dated 4/22/15 from the Town of Shelburne to Chairman of the School Committee (**document 11**)
- notification to abutters from Tighe & Bond (**document 12**)
- letter from Coalition for responsible retailing (**document 13**)
- letter from MTRHS dated April 8, 2015 to Town of Buckland Selectmen (**document 14**)
- letter from FRCOG dated 3/24/2015 to Mr. Pepyne (**document 15**)
- report from Highland Ambulance dated 3/31/2015 (**document 16**)
- letter dated April 9, 2015 dated 4/9/2015 from White Engineering Inc. (**document 17**)
- FRCOG meeting agenda dated April 28, 2015 (**document 18**)

Bids pertaining to the construction of Smith Rd will be opened on May 21, 2015 and awarded at a meeting on May 27, 2015

Items not reasonably anticipated by the chair 48 hours in advance of the meeting:

Ted Murray Chair of the Finance Committee is present for a brief discussion regarding a Levy and Tax rate worksheet (**document 19**) prepared by himself and David Newell. Murray gives an overview of the worksheet, explaining how this may be helpful in planning and working with the budget process.

Coler makes a motion to adjourn, seconded by Olanyk. VOTE 3-0-0

Adjourned at 11:07 PM

Document List

- 1.** Agenda for 05/04/2015
- 2.** Payroll Warrant WP15-23 dated May 04, 2015
- 3.** Vendor Warrant W15-23 dated May 04, 2015
- 4.** Vendor information, Vendor Agreement, Vendor Application from the Ashfield Farmers Market.
- 5.** Minutes of April 22, 2015
- 6.** packet from Regional Pipeline Advisory Committee packet including minutes of three meetings
- 7.** letter to the DOT regarding 250th parade celebration and the use of Rte. 116
- 8.** letter to the DOT dated April 20, 2015 also regarding the parade
- 9.** Letter dated 4/15/15 from HRA regarding quarterly reports
- 10.** letter dated 4/10/2015 from HRA housing consumer education center
- 11.** letter dated 4/22/15 from the Town of Shelburne to Chairman of the School Committee
- 12.** notification to abutters from Tighe & Bond
- 13.** Letter from Coalition for responsible retailing
- 14.** Letter from MTRHS dated April 8, 2015 to Town of Buckland Selectmen
- 15.** Letter from FRCOG dated 3/24/2015 to Mr. Pepyne
- 16.** report from Highland Ambulance dated 3/31/2015
- 17.** Letter dated April 9, 2015 dated 4/9/2015 from White Engineering Inc.
- 18.** FRCOG meeting agenda dated April 28, 2015
- 19.** A Levy and Tax rate worksheet drafted by Murray and Newell

Note: These minutes were discussed, amended, and approved at the Select Board meeting dated 5/18/2015 and filed in the folder of the actual date of the said minutes