



BOARD OF SELECTMEN

TOWN HALL BUILDING
8 PARK STREET

Wednesday, April 6, 2022, 7:00 p.m.

BOARD OF SELECTMEN
MEETING MINUTES

CALL TO ORDER: On the above date the Board of Selectmen held a meeting at the Town Hall Board of Selectmen Room. The meeting was called to order at 7:00 p.m. by Chairman Duval. Present from the Board of Selectmen were Chairman Duval, Vice Chair Hoyt, and Member Nowak. *Members Blanchard and Rosenberg were absent.* Also present were Town Administrator Green, Town Counsel St. John III, Community Development Director Coughlin, Town Clerk Meczywor, Administrative Assistant Dunlap, Eric Wohlleber, Kristen Hinton and William Hinton from CMV Construction Services, Joe Martin of the Adams Street Fair, Brian Rhodes from iBerkshires, and Peter Gentile from NBCTC.

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES: The minutes for the *March 16, 2022 Meeting and March 23, 2022 Workshop* were submitted for approval. *Motion made by Vice Chair Hoyt to waive reading and approve the minutes for the March 16, 2022 and March 23, 2022 Meeting as submitted, second by Member Nowak. Vote: unanimous. Motion passed.*

PUBLIC COMMENT: No comments.

NEW BUSINESS

Vote on 20 East Street Project Award, RFP #22-002: *CMV Construction Services.* Community Development Director Coughlin gave some background on the RFP for 20 East Street. He noted that the goal was to get 20 East Street back on the tax rolls and get affordable housing. He reviewed that the RFP was issued in October and ran through February. One proposal was received by CMV Construction Services. A small group made up of Community Development Director Coughlin and Special Projects Coordinator Cesan, Town Administrator Green, Board of Selectmen Chair Duval and Building Commissioner Garner reviewed the proposal and the Town is moving forward with it. He noted that the proposal meets the goals the Town has long had for the property, it is meeting housing needs, and proposing a daycare for the site. Interesting features are proposed for the site, and it is close to the downtown yet somewhat secluded, so has a private feel. *Eric Wohlleber from CMV Construction Services* gave a brief presentation on their proposal and some background about the company. It was explained the company has been developing projects in the Berkshires for over 20 years and has their headquarters in Stephentown. They noted a desire to be part of this specific community, to leave something that addresses the needs of the community and that they can be proud of. It was pointed out that CMV has worked on Soldier On and other local projects including custom home remodeling and large construction projects. He noted there has been an issue with supply chains over last months but the company has formed relationships that keep things going. It was noted that 20 East Street has been vacant since 2019, and includes parcels 268 and 269, Which is zoned R4. He noted the 40R Overlay, which he said makes sense on this unique property. He advised of the plan to create a new quality residential development, which fits in with its neighbors. Phase One of the existing building is an investment of \$1 Million to begin a renovation process. The intention is to target young professionals to establish themselves in this community. He noted the plan to turn the building into eight 2-bedroom apartments units; 4 on the first floor and 4 on the second floor, ranging from 800 to 1000 square feet per unit. Work needed on the building includes new windows, to take down siding, install insulation, put in an

HVAC unit, put on a new roof, install new balconies, put in new plumbing, and upgrade the electrical system. Work needs to be done on the parking lot. He advised he will work with architectural firm to give a better view of what they are looking at. Units will range between \$1,200 to \$1,500 for rent, and completion is expected in 2023. He advised he expects this work to create 20 construction jobs and one property maintenance position on this property alone. In Phase Two, a new building of 20 apartments will be built for an early childcare development center, with the same target end-user, same pricing and roughly the same square footage. This will be built on the area where a former building burned down, on the side of the parking area. He noted the intention to make a connection to the past history through the new property by either name or having a community feel. Phase Two is expected to produce 40 to 55 construction jobs for maintenance and the child care center. He advised it would be a \$4 Million investment. Phase Three is to improve access to the property, as there is only one access point currently, which either needs improvement or an additional access point. *Town Administrator Green* noted CMV Construction Services looked at other properties in town, and after looking at the Memorial School they felt they have a connection with the East Street property. He expressed he was pleased they applied and are a good fit for the community. *Kristen Hinton* noted they were glad to have a chance to see their vision to the end. *Vice Chair Hoyt* inquired about the details on the entrance to the building, and it was noted there would be balconies, and units with big stone fireplaces. *Member Nowak* inquired about whether they would be putting in an elevator. It was noted they are not expecting to have to put one in but will work with the Building Commissioner on this. It was clarified that heat would be provided through the center of building and there is a flat roof in back plan to add heat pumps on the roof. Insulation of windows was discussed and it was pointed out that there is no decision yet on what will be used for heat. He expressed approval for the creation of a highly needed child care center. It was noted that it is very difficult to find places for daycare and enrichment programs after school so this will be included in the plan. *Chairman Duval* praised CMV Construction Services for keeping the character of the neighborhood with the building. He noted the intention to keep the buildings and have them renovated and upgraded to keep the history of the community. *Community Development Director Coughlin* advised that under 40R the first eight apartments are market-rate, which is whatever the market will bear. He explained that is less than \$2,000 per month in this area. He explained that in a 40R Smart Growth Overlay District, the developer has 20% of the units set aside as affordable for low and moderate income. A moderate income for a single person, is \$55,000 or so per year, and the income is higher from there for a two- or three-member family. He explained the intention to provide housing for police, firefighters, teachers, and people in working class positions. *William Hinton* fielded the question of whether Phase Two would be townhouses or apartments, and he explained that a decision will be made after Phase One. It was reported that the agreed upon price is \$25,000 for the building and grounds as-is, and the purchase and sale agreement will be presented to be approved at Town Meeting. The development agreement with CMV will include milestones to be met along the way, but still needs to be negotiated. ***Motion made by Vice Chair Hoyt to award the 20 East Street project to CMV Construction Services for \$25,000, second by Member Nowak. Vote: Unanimous. Motion passed.***

Ratification of Library Aide: *Jessie Gamm.* *Town Administrator Green* advised that the Adult services Librarian left and that position was filled by another employee, leaving this open position to be filled by this ratification. *Chairman Duval* read aloud the letter from Town Administrator Green recommending the ratification of Jesse Gamm as Library Aide. ***Motion made by Vice Chair Hoyt to ratify the appointment of Jessie Gamm to the position of Library Aide at the Grade 4, Step 1 rate of \$15.87 per hour, second by Member Nowak.*** *Member Nowak* asked how many applicants there were and if the candidate selected is a resident of Adams, and it was clarified that there were approximately six applicants and Adams residency was verified. ***Vote: unanimous. Motion passed.***

Ratification of Seasonal Laborers: *Ryan Boody, Mike Durant, Jacob Lesnick, Shawn Marko, Brandon Schwarzer.* *Chairman Duval* read aloud the letter provided by Town Administrator Green recommending the ratification of the Seasonal Laborers. ***Motion made by Vice Chair Hoyt to ratify the appointments of Ryan Boody, Mike Durant, Jacob Lesnick, Shawn Marko, Brandon Schwarzer as Seasonal Laborers, at the DPW Seasonal Laborer rate of \$14.25 per hour, second by Member Nowak. Vote: unanimous. Motion passed.***

Appointment to Conservation Commission: *Erica Deane. Community Development Director Coughlin* advised the Conservation Commission is a seven-member board, and since last summer there has been a vacancy that he has been actively trying to fill. He noted he recently received an application from Erica Deane, and she has extensive environmental interest, experience working with the Lenox Conservation Commission, and working on environmental projects relevant to Conservation Commission work. He advised that he recommends with Chairman Fassell to put forward Ms. Deane for appointment. *Ms. Deane* introduced herself, and advised she is passionate about nature and the town so this feels like a perfect fit. It was noted that the Town Clerk would swear her in prior to the meeting tomorrow. ***Motion made by Vice Chair Hoyt to appoint Erica Deane to the position of Conservation Commission Member, second by Member Nowak. Vote: unanimous. Motion passed.***

Facility Use Request Amendment: Adams Visitors Center and Grounds, Depot and Hoosac Streets, to include Parade Route: *Joe Martin, Adams Street Fair, July 24, 2022.* *Joe Martin* advised met with the Police Chief to go over the parade route, which starts on Valley Street, takes a right onto Columbia Street, then a left onto East Maple Street. The State Police, Berkshire County Sheriffs' Department were invited to attend, to show pride in first responders. He explained that the best-looking apparatus will receive a \$200 donation. He announced that on April 22nd, there will be a pasta buffet and show fundraiser at Bounti-Fare Restaurant featuring Noah Lis from Season 6 of the television series "The Voice". Tickets are on sale now for \$30 for dinner and the show, and proceeds will go to the event. He noted there will also be a 50/50 raffle. Tickets are available at Bounti-Fare, the Racing Mart or from the Adams Street Fair Committee. Parking for the parade will be off-road by the Armory building, but not impeding traffic flow. He explained he spoke with the Fire Chief and Ambulance Service for easy access for emergencies. *Police Chief Kelley* explained he met with the Committee, laid out everything the event plan, and it can be accomplished. He pointed out it is a short route and the event has the same layout as last year with the same road closings and procedures. He advised that Hoosac Street will be closed the same way National Night Out was handled, which is very good for the Police Department. *Member Nowak* expressed concern about having too many responder vehicles, and it was clarified that invitations have only gone out to Savoy, Cheshire and Clarksburg but no further. *Leanne O'Brien* explained that more people have stepped up to volunteer and be part of the event. *Chief Kelley* explained that involvement of other communities is positive, and will boost Adams up. It was explained that each community was asked for only one apparatus for the event, and they tried to get the Copsicle Truck. Kumar will be there, as well as the Train. The Vendor Application was presented to the Board for review, and it was confirmed that the vendor from last year with offensive content was spoken to and vendors have been advised that anything profane or inappropriate will be taken down or they will be asked to leave. *Leanne O'Brien* asked for use of bathrooms at the Visitors Center to augment portapotties, and advised the Committee will make sure it is spotless. *Town Administrator Green* confirmed this was taken care of last year and noted the facility crew appreciate this. ***Motion made by Vice Chair Hoyt to approve the closure of the roads for the Parade Route of Valley Street, Columbia Street and East Maple on July 24, 2022 in coordination with the Adams Police Department, second by Member Nowak. Vote: unanimous. Motion passed.***

At 7:51 p.m. a brief recess took place for easel removal. The meeting reconvened at 7:52 p.m.

Approval of Memorial Day Parade Event: Memorial Park East, Columbia Street and Other Town Property, Keith McLearn, American Legion Post 160, May 30, 2022, 8:30 a.m. to 12:00 p.m. for Memorial Day Parade and Ceremony. It was explained by Chief Kelley that for two years in a row there was no parade. The American Legion was thanked for coordinating the parade, and it was noted there is to be no change from past years and Chief Kelley reviewed the route with American legion. ***Motion made by Vice Chair Hoyt to approve the Memorial Day Parade Event using Memorial Park, East Street, Columbia Street, Hoosac Street, Summer Street, Center Street, and Park Street on May 30, 2022 from 8:30 a.m. until 12:00 p.m., second by Member Nowak. Vote: unanimous. Motion passed.***

Assignment of Street Numbers:

0 Forest Park Avenue to 41 Forest Park Avenue. Town Administrator Green advised that Forest Park Country Club historically known as 41 Forest Park Avenue, had not been officially numbered anywhere in the records. Motion made by Vice Chair Hoyt to assign the street number from Map 115, Parcel 118, 0 Forest Park Avenue to 41 Forest Park Avenue, second by Member Nowak. Vote: unanimous. Motion passed.

0 East Orchard Terrace to 34 East Orchard Terrace. Town Administrator Green advised this is a new home in Adams. Motion made by Vice Chair Hoyt to assign a street number from Map 224, Parcel 50, 0 East Orchard Terrace to 34 East Orchard Terrace, second by Member Nowak. Vote: unanimous. Motion passed.

Change of Polling Location: *92 North Summer Street to 30 Columbia Street. Town Clerk Meczywor explained she is working with the Building Commissioner to make the change from the DPW garage to the Memorial Building at 30 Columbia Street. Chairman Duval noted this is one of the original goals for the building. Motion made by Vice Chair Hoyt to change the polling location from the DPW Garage at 92 North Summer Street to Adams Memorial Building, 30 Columbia Street, second by Member Nowak. Vote: unanimous. Motion passed.*

Approval of May 2, 2022 Town Election Warrant. *Town Clerk Meczywor reviewed the Town Election Warrant. She advised that ballots will be ordered tomorrow and absentee ballots are coming out at the end of next week. She requested people call her office for instructions on how to vote by absentee ballot. She advised that April 12th her office will remain open until 8:00 p.m. as it is the last day to register to vote. Motion made by Vice Chair Hoyt to approve the May 2, 2022 Town Election Warrant as presented by the Town Clerk, second by Member Nowak. Vote: unanimous. Motion passed. Town Clerk Meczywor advised the polling time will be 7:00 a.m. to 7:00 p.m. An email blast will go out to Town Meeting Members and candidates on the ballot. Signs will be placed out front as well as information provided via Reverse 911.*

DEPARTMENT REPORTS

Town Administrator: *Town Administrator Green reported that it is construction season. He advised that the Commercial Street South project recommenced for sidewalk and overlay. The Davis Street Bridge had most of the work completed last year and just has paving and some loam and seed left to be done. At the conclusion of the Davis Street Bridge work, the Town will have almost exhausted the full \$2.5 Million in storm funds. The Jordan Street Culvert Grant finally, after lengthy application process, was awarded for design and construction. He noted this will hopefully be fully funded by MEMA and FEMA and the Town reimbursed for staff time. He acknowledged that it is "Pothole Season", and advised the DPW obtained hot mix from Sunderland and began working on potholes from the Cheshire town line and put down over two tons of product in that area. He noted that work needs to be done in the East and crews will be shifting there next week if possible. He advised that many constituents gave positive feedback on the pothole repairs and after Howland Avenue they will concentrate on the center of town and outward. He reported that the Town received a grant \$100,000 for shared human services resources to take on a full-time Human Resource person or a consultant. He thanked Community Development Director Coughlin for his time and effort on getting this grant. He advised that a project manager for the Greylock Glen has been chosen, and this will bring the Town up to full staff on the construction team. Groundbreaking will potentially be in early May, and more information will be forthcoming. It was clarified that the amount of the Jordan Street Culvert grant is estimated at \$1.5 Million, but the exact number will be reported in the future. Member Nowak inquired what the Human Resource position would encompass and it was explained it would include job description creation, hiring, retention management, hourly rates, updating personnel rules and regulations, and other items. It would be a shared Human Resource and Personnel Director for the Town. Member Nowak reported seeing equipment at Hoosac Valley Coal and Grain, and it was explained that the project is at Phase Two of environmental cleanup of soil and grounds to prepare for the park project. Old coal is being removed, but it was discovered there is no underground storage tank. The park contract paperwork is in but not signed by the state. There is a notification procedure before funds may be used and the project will be out to bid before the end of the fiscal year with the goal of selecting a contractor by fall. The project will likely go into next year.*

Town Counsel: *Town Counsel St. John III* reported that he wrote a conflict of interest opinion concerning a Town employee running for an elected position. He provided a letter for use in the Town audit. He continued preparation for the Foster v. Board of Health hearing. He reviewed the proposed revisions to the Marijuana Bylaw. He reviewed and provided a response to a question regarding a potential conflict of interest by a Member of the Finance Committee. He researched and provided a response to a question regarding whether employees of the public library could be video-recorded at work by members of the public. He reviewed and commented on a proposed application for an all alcoholic beverages license, and he attended today's Board of Health meeting.

SUBCOMMITTEE AND LIAISON REPORTS: *Member Nowak* reported there was an Executive Committee meeting for the Mohawk Trail Woodlands Partnership (MTWP) and they are redrafting the 2015 booklet which will be brought to the public. He noted he would like the MTWP to come to a meeting with the Board to speak to the changes and receive public comment on the new draft. *Vice Chair Hoyt* advised that Governor Baker signed into law that use of patios and outdoor expansions may continue until April 1, 2023 and takeaway and delivery of alcohol has also been continued until April 1, 2023. Tomorrow at noon there will be a public hearing on this and information may be found on the ABCC website. She reported she attended the Northern Berkshire Community Coalition breakfast and received an overview of the programs and services they provide. She reported that Chairman Duval, and Town Administrator Green, Dr. Rhoads, Police Chief Kelley, Water District Superintendent Barrett, and DPW Operations Supervisor Cota and she participated on the Regional Planning Executive Committee for public and senior officials for training. She noted it was good to have most northern Berkshire communities present to hear how the REPC operates for an emergency operations center for the pandemic and for all other emergency management activities.

ANNOUNCEMENTS AND GOOD OF THE ORDER: *Vice Chair Hoyt* noted that a notice was issued for an April 19th public outreach meeting at 6:00 p.m. with Berks Greens at the Visitors Center. She noted this is the business proposing a large vertical marijuana development operation at 44 Spring Street. She announced that Berkshire Scenic Railway Hoosac Valley Service has a Bunny Hop service for Saturday and Sunday, April 9th and 10th at noon, 1:00 p.m. and 2:30 p.m. *Member Nowak* noted he was happy to see ProAdams had been given \$49,000 to bring more good things to the town. He expressed concern about the War in Ukraine and the atrocities taking place. He advised he was proud of his Polish heritage and that Poland stepped forward to welcome the people from Ukraine. He asked for everyone to pray for resolution of this war as quickly as possible.

EXECUTIVE SESSION

#6. To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body;

- 16 Albert Street

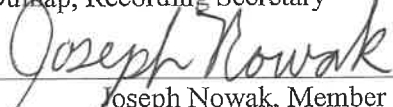
At 8:27 p.m. Motion made by Vice Chair Hoyt to enter into Executive Session for Reason #6, second by Member Nowak. Roll Call Vote: Chairman Duval, Vice Chair Hoyt, Member Nowak. Motion passed.


At 8:34 p.m. Motion made by Vice Chair Hoyt to exit Executive Session, second by Member Nowak. Roll Call Vote: Chairman Duval, Vice Chair Hoyt, and Member Nowak. Motion passed.

ADJOURNMENT: *Motion made by Member Hoyt to adjourn, second by Member Nowak. Vote: unanimous. Motion passed. The meeting adjourned at 8:34 p.m.*

Respectfully Submitted,

Deborah J. Dunlap, Recording Secretary


Joseph Nowak, Member


Christine Hoyt, Vice Chair

John Duval, Chair