

TOWN OF ADAMS, MASSACHUSETTS
ADAMS TOWN HALL BUILDING, 1st FLOOR, ADAMS, MA 01220

BOARD OF SELECTMEN MEETING MINUTES 8/2/17

Call to Order: Meeting was called to order by Chairman Duval at 7:00 p.m. Hoyt and Nowak were present as well as Town Administrator Tony Mazzucco and Town Counsel Ed St. John.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Public Comment: Jeff Lefebvre notified the Board of the tree and brush overgrowth into the rivers from the flood chutes on East Hoosac Street, Richmond Lane, and by Cook Street. He inquired about the timing of the repair to the boiler roof on CT Plunkett, and asked the Board to consider having the special election to fill the open Board seat. He thanked Mr. Don Girard "Bones" for his time served with the Boy Scouts and expressed appreciation for his hard work. Member Nowak thanked Jeff Lefebvre for coming to meetings and stepping forward to express his views. Police Chief Richard Tarsa reminded citizens that there is a prescription drug drop box in the Police Station lobby to dispose of them appropriately. He asked citizens to only drop off prescription medications, and no other health and wellness items. Syringes are not accepted at the Police Station but drop them off. Look at what you are throwing out.

New Business:

Sunday Entertainment License Application, AJ's Trailside Pub (12 Pleasant Street, Adams) Chairman Duval read a letter from the Town Administrator explaining the application. Benjamin Hansen, from AJ's Trailside Pub, advised the request will be mostly for sports games. Move by Member Hoyt to approve the Sunday Entertainment License for AJ's Trailside Pub, second by Member Nowak. Vote: unanimous.

Ratification of Council on Aging Board Member- Mary Whitman. Move by Member Nowak to approve the ratification of Mary Whitman to COA Advisory Board, second by Member Hoyt. Vote: unanimous.

Ratification of Part Time Council on Aging Van Driver- John Naughton. Chairman Duval read a letter of recommendation by Town Administrator Mazzucco for the ratification of John Naughton to the position of Part Time Council on Aging Van Driver, at a Grade 5, Step 1 rate of pay. Move by Member Nowak to ratify the appointment of John Naughton to the 19 hour per week Van Driver position at the Grade 5, Step 1 rate, second by Member Hoyt. Vote: unanimous.

Facility Use Request: Town Common, Adams Suffrage Centennial Celebration Committee. Chairman Duval reviewed information regarding the event to be held at the Town Common. Colleen Janz and Bill Kolis gave information about the event, which will include a presentation by Susan B. Anthony and Lucy Stone. It was noted that 120 years ago Susan B. Anthony came back for a family reunion, and the hope is to invite the entire town for family reunions. This event will begin the process of a substantial fundraising drive. Move by Member Hoyt to approve the Facility Use of the Town Common by the ASCCC on August 26, 2017 from 2:00 p.m. to 6:00 p.m. to 6pm, second by Chairman Duval. Vote: 2 and 1 abstention (Nowak). Motion carried.

Facility Use Request: Russell Field, BART Charter School – for fitness classes. Move by Member Hoyt to approve the facility use of Russell Field by BART School August 2, 2017 through June 22, 2018 8:00 a.m. to 3:30 p.m. Monday through Friday for fitness classes, second by Member Nowak. Vote: unanimous.

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Facility Use Request: Valley Street Field, BART Charter School – for soccer practice. Move by Member Nowak to approve the use of Valley Street Field by BART Charter School from August 9, 2017 through November 9, 2017 3:45 p.m. to 4:30 p.m. for soccer practice, second by Member Hoyt. Vote: unanimous.

Presentation and Discussion of FY2016 Audit – Town Administrator Mazzucco introduced Dave Irwin of Adelson and Company, who provided the audit. Financial statements and the auditor's report were reviewed, including the disclaimer. The Retirement System provided no audit, which could have a negative impact on borrowing and bond ratings. It was noted that there is no legal requirement for the Retirement Board to get an audit. Different groups could split the cost of the audit. Chairman Duval indicated this is an action item. Financial statements were explained and the management discussion and analysis summarized the detail and gave information on ongoing projects. Current assets and net assets were explained, with depreciation. Deferred outflows related to pensions were reviewed in regards to assumption changes and actuary calculations. Accounts Payable were reviewed and there were no issues. Long term debt is fairly low. Capital leases were listed on the balance sheet. Legal items from 2012, net pension liability and actuary calculations with projections were explained. Liability was explained, and the Governmental Accounting Standards Board. Unrestricted and Restricted net positions were explained. Total revenues and expenses were reviewed. OPEB was noted as being written into the Financial Management Policy. Revenues not available are uncollected taxes by June 30th. Mr. Irwin noted that the audit looks at what the town budgeted, whether the budget was amended and how money was spent against that budget. It was explained that the Town stayed within the confines of the budget and has not violated any budget restrictions. The fiduciary funds report was reviewed and trust funds regarding the Library and OPEB were touched on. The findings were noted as any material weakness, important issues, or breakdown of town's internal controls. Bank accounts were not reconciled in a timely manner. The Treasurer and Town Accountant paired together to provide a statement and training. The goal is to have all cash for Schedule A filed on time on November 30th and no issue is expected for Fiscal Year 2017. It was pointed out that in 2016 there was a 96% collection rate of real estate taxes and a consistent 96% to 97% collection rate over last four years. Older receivables are shrinking and the new Treasurer is actively following policy. The Town was noted as having minimal debt. The Town Administrator instituted policies to put the Town in a better financial position. Mr. Irwin noted no issues with the audit or getting information from staff. Management letter comments are recommendations, most have been resolved. The outstanding recommendation is to convince the Retirement Board to get an. The next audit will show the changes that have already been made. Board Members expressed they were pleased with the thorough work done in the audit, and internal controls were discussed at length. Copies will be provided to the public and the audit will be put on the Town's website.

Sub-Committee/Liaison Reports: Member Nowak attended the rededication of the War Memorial at the summit of Mt. Greylock. Member Hoyt attended the Downtown Adams meeting and received a brief history of the organization, their key initiatives and goals. She also attended the Planning Board meeting where there was a preliminary discussion on Medical and Recreational Marijuana and a review of other local bylaws. A review of the document just passed by the Governor took place. Community Development Director Donna Cesan will work on the draft of the bylaw and it will be reviewed in September. She also attended the ACRSD School Committee meeting and was asked to attend a small meeting with a representative of the Cheshire Board of Selectmen, the School Committee and the ACRSD Superintendent to review the district agreement. Town Administrator Mazzucco noted he had not been invited to the meeting. The District

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Agreement was explained. Chairman Duval attended the Polish Picnic and will attend the Berkshire Regional Planning Commission Executive Committee Meeting tomorrow evening.

Department Reports:

Town Administrator's Report – An announcement was made for Movies Under the Stars on Friday evening. The Town Wide Tag Sale will be held on August 12th. Hijinx has been rescheduled to August 28th. The Town was awarded \$800,000 in Community Development Block Grant funds for the Visitors Center Parking Lot Project and the Hoosac Valley Coal and Grain project. A *Notice of Intent* was submitted for Hoosac Valley Rail and construction is expected to begin within the next month on rails and the platform in the fall. Communication will be initiated with the Agricultural Fair to ask them to submit event requests for the grounds for public safety and inspection needs to be met. Development of a form to get it to Emergency Services is possible. Engineering documents for the C.T. Plunkett Boiler Room Roof are expected by mid-month and it will be out to bid when they come in. An estimate for the Grant Street cost is expected. The Town is waiting on the final approval from the construction company for addressing the bumps on the Route 8 Commercial Street Project. The Mobile Food Bank Program at the Council on Aging was successful and 192 households were served. The Town received MassDEP approval for the transfer station operations. Spectrum/Charter/Time Warner Cable will meet with the Board of Selectmen on August 16th to talk to the Board and the community. Board Members suggested that Charter can address the most recent letter outlining rising costs and the pricing adjustment increase. Clarification was given on the C.T. Plunkett School Boiler Room Roof Project delays and the status of the Commercial Street Project. It was noted the wait has been too long for the LED Lighting Project on Park Street.

Town Counsel Report – Town Counsel St. John met with the Building Commissioner regarding Dukes Sand and Gravel and reviewed executive session minutes.

Announcements & Good of the Order: Member Nowak expressed concern about the turnover of the Scout Master. He thanked the Seasonal Staff of the DPW for weed whacking the flood chute from Cook Street to Lime Street. He invited everyone to attend the Adams Agricultural Fair this upcoming weekend and gave a history of the Agricultural Fair. Member Hoyt announced there was a War Memorial Ribbon Cutting Event on July 26th which was well attended by local officials and the entire Adams Board of Selectmen was present. She attended the Polish Picnic, and thanked the organizers of the event. Chairman Duval noted Greylock Glen trails are receiving positive comments and people need to clean up after their dogs. He congratulated the Adams Cheshire Savoy Team for winning the championship. He noted there may be a workshop on a Monday or Tuesday after next week.

Executive Session:

Reason # 7-To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements; specifically provisions in section 22-F of the Open Meeting Law in order to review executive session minutes for release

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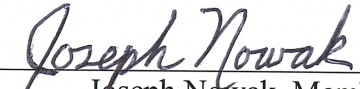
Move by Member Hoyt at 8:20 p.m. to enter into Executive Session exiting only to adjourn, second by Member Nowak. Vote: roll call vote – Chairman Duval, Member Nowak, Member Hoyt. Motion carried.

A five minute recess took place before the commencement of the Executive Session.

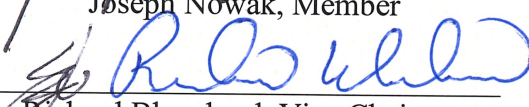
Move by Member Nowak at 8:34 p.m. to exit Executive Session, second by Member Hoyt. Vote: roll call vote – Chairman Duval, Member Nowak, Member Hoyt. Motion carried.

Adjournment: Move to adjourn by Member Nowak, second by Member Hoyt. Vote: unanimous. Meeting adjourned at 8:34 p.m.

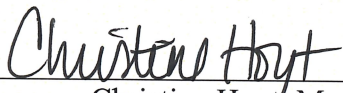
Respectfully Submitted by Deborah J. Dunlap,
Recording Secretary



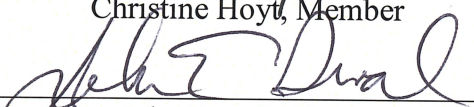
Joseph Nowak, Member



Richard Blanchard, Vice Chairman



Christine Hoyt, Member



John Duval, Chairman