

TOWN OF ADAMS SELECTMEN'S MEETING AGENDA

WEDNESDAY, July 17, 2013 – 7:00 PM

TOWN HALL, MEETING ROOM, 1st FLOOR, ADAMS, MA 01220

1. **CALL TO ORDER – 7:00 PM**
2. **READING OF MINUTES - May 8th & 15th, 2013**
3. **CITIZEN'S CONFERENCE**
4. **PUBLIC HEARING**
5. **OLD BUSINESS**
 - Berkshire Scenic Rail & Ashuwillticook Extension Projects Updates
6. **NEW BUSINESS**
 - Approval of Annual Appointment List
 - Approval of Election Workers
7. **ANNOUNCEMENTS**
8. **SUBCOMMITTEE/LIAISON REPORTS**
9. **A. ADMINISTRATOR'S REPORT**
B. PUBLIC WORKS DEPARTMENT
C. POLICE DEPARTMENT
D. COMMUNITY DEVELOPMENT
E. OTHER DEPARTMENTS
 - Appointment of Visitors Center Staff**F. TOWN COUNSELOR'S REPORT**
10. **APPROVALS**
 - Approval of Class I License – Maple Grove Equipment Inc.
 - Approval NBCC – National Night Out – August 8, 2013, 4:00 – 6:00 PM
– Renfrew Field

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14 MAY 16 AM 11:15
TOWN CLERK
ADAMS MASS.
CLERK

- Approval – One Day Beer & Wine License – American Legion – 12:00 – 6:00 PM, August 4th, 2013.
- Approval of POW WOW signs

11. **OTHER BUSINESS**

1. Agenda items

12. **GOOD OF THE ORDER**

13. **EXECUTIVE SESSION**

14. **ADJOURNMENT**

July 17, 2013

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14 MAY 16 AM 11:15

On the above date the Board of Selectmen held a meeting at Town Hall at 7:00 PM. Chairman Duval presided, present were Michael Ouellette, Joseph Nowak, Richard Blanchard, Jonathan Butler, Town Administrator and Edmund R. St. John III, Town Counsel.

Chairman Duval called the meeting to order at 7:00 PM

A motion made by Member Ouellette, seconded by Member Nowak to approve and waive the reading of the minutes from May 8th & 15th, 2013 – 3 Yeas, 1 Abstained (RB)

CITIZEN'S CONFERENCE

Acting Police Chief, Richard Tarsa addressed the Board regarding a parking issue on Forest Park Avenue. This was brought to his attention after June 23rd The Country Club is doing extremely well there is a lot more functions at the club and much more activity. This is causing an issue with the parking at the club; patrons are parking along both sides of the street that lead into the Country Club. The property owner on the east side of the street, Mr. Rhoads called and complained that the parking on both sides is an issue with vehicles being able to get through, especially emergency vehicles. Chief Tarsa asked the Board to approve installing No Parking signs along this road on the east side; this would eliminate the problem and allow vehicles clear passage. Member Ouellette felt this should first go to the Traffic Commission and follow the established process of review by the Traffic Commission prior to review by the selectmen. He did not want to circumvent their authority.

A motion made by Member Blanchard, seconded by Member Nowak to approve the request to install the No Parking signage along the east side of Forest Park Avenue for a distance of 226 feet. – 3 Yeas, 1 Nay (MO)

A motion made by Member Ouellette, seconded by Member Nowak to move the Approvals section of the agenda to follow Citizens Conference – Unanimous motion passed

APPROVALS

A motion made by Member Ouellette, seconded by Member Nowak to approve the Class I License for Maple Grove Equipment Inc. – Unanimous motion passed.

A motion made by Member Blanchard, seconded by Member Ouellette to approve the NBCC Nation night Out on August 8, 2013 at Renfrew Field – Unanimous motion passed.

A motion made by Member Nowak, seconded by Member Blanchard to approve a One Day Beer & Wine License for the American Legion on August 4, 2013 – Unanimous motion passed.

A motion made by Member Blanchard, seconded by Member Ouellette to approve the sign request for the POW WOW to be placed at McKinley Square and the Town Common – Unanimous motion passed.

OLD BUSINESS

Jonathan Butler, Town Administrator informed the Board that there was a public meeting held regarding the Ashuwillticook Extension Project, there was about 25 – 30 people in attendance. The Town is submitting today a grant for \$400,000 which is subject to a 30% match if we receive it. To turn the property on Hoosac Street into an Adams Station concept, the structure will be modified into a pavilion like space. The Berkshire Scenic Rail project is still slated to begin in the late spring early summer next year.

NEW BUSINESS

A motion made by Member Ouellette, seconded by Member Blanchard to approve the annual Appointment List 2013 – 2014 – Unanimous motion passed

A motion made by Member Ouellette, seconded by Member Blanchard to approve the listing of Election Workers – Unanimous motion passed.

A motion made by Member Nowak, seconded by Member Ouellette to approve the request to authorize the Town Clerk jto make emergency election worker appointments – Unanimous motion passed.

SUBCOMMITTEE/LIAISON REPORTS

Member Harrington attended the Berkshire Regional Planning Commission Meeting on Thursday, July 11th, 2013 a report of this meeting is attached to these minutes.

ADMINISTRATORS REPORT

A copy of this report is attached to these minutes.

OTHER DEPARTMENTS

A motion made by Member Ouellette, seconded by Member Blanchard to approve the ratification of Glenn Diehl and Judith Smith to the position of Visitors Center staff – Unanimous motion passed.

TOWN COUNSELOR'S REPORT

A copy of this report is attached to these minutes.


OTHER BUSINESS

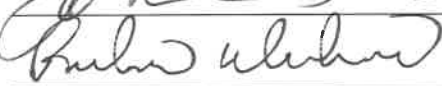
Agenda items – The Board will not be meeting on July 31, 2013


ADJOURNMENT

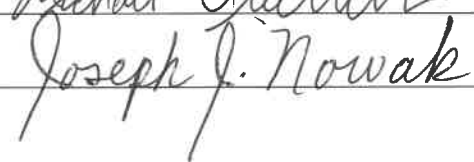
With no further business to transact a motion made by Member Blanchard, seconded by Member Ouellette to adjourn at 8:20 PM – Unanimous motion passed

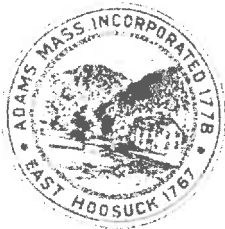
Respectfully Submitted
Melissa Schaffrick
Recording Secretary











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JONATHAN W. BUTLER
TOWN ADMINISTRATOR

TOWN HALL
8 Park Street
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Memorandum

To: Board of Selectmen

From: Jonathan Butler, Town Administrator

Subject: Town Administrator's Report

Date: July 17, 2013

JWB

RECEIVED-POSTED
14 SEP - 8 AM 9:50
TOWN CLERK
ADAMS FILES

1. The Town has opened a Cooling Center at the Visitor's Center to accommodate anyone needing to get relief from this heat. It was open from 8:00 to 8:00 today and will be available during the same hours tomorrow. We will extend it into the weekend if the forecast doesn't improve.
2. The Adams Library renovation and improvement project is moving along well. This past week we had a meeting with representatives from the Library to go over the details of a proposed project now that cost estimates are available. Currently, it looks like the proposed project will include a new roof, improvements to the building envelope including repair and repointing of brick, improvements to interior building accessibility and a complete rebuild of the front entrance way. The Town hopes to be able to bring this proposed project before Town Meeting in the fall.
3. The Town's Pilot version of a Farmer's Market is kicking off this coming Sunday from 11:00 AM – 2:00 PM. The effort is being headed by our own Agricultural Commission as well as the Mass in Motion project. The Market will run continuous Sundays well into the fall.
4. The Police Chief Search Committee is interviewing the first wave of finalists next week. The hope of the Committee is to have a list of roughly two-three finalists to present to the Board of Selectmen within two weeks.





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JONATHAN W. BUTLER
TOWN ADMINISTRATOR

TOWN HALL
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Memorandum

To: Board of Selectmen

From: Jonathan Butler, Town Administrator

Subject: Town Administrator's Report

Date: July 17, 2013

JWB

RECEIVED-POSTED
14 AUG - 5 PM 2:26
TOWN CLERK
ADAMS MA 01220

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Edmund R. St. John III

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July 17, 2013

TOWN COUNSEL REPORT

The following work was performed since my last report:

- Provision of advice to Building Inspector's office regarding several zoning issues.
- Review lease agreement for sweeper and provide "Opinion of Counsel".
- Responded to a request from the Board of Health to draft correspondence to Attorney General's office regarding legality of funding school nurse's position at St. Stanislaus Elementary School.
- Review of application for Class 1 license to sell new and used campers.
- Draft purchase and sale agreement.
- Confer with a private citizen regarding a litigation issue currently pending with the Town.
- Respond to Town Administrator's request for advice regarding medical marijuana dispensary.

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14 SEP - 8 AM 9:50
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REPORT

RECEIVED-POSTED

14 SEP -8 AM 9:50

TOWN CLERK
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CLERK

To: Adams Board of Selectmen
From: Skip Harrington
Date: 16 July 2013
Re: Berkshire Regional Planning Commission Meetings Report

I attended the BRPC Executive meeting and regular meeting on Thursday, 11 July 2013. The Exec. Meeting was held first at 4:00 p.m. followed by the regular meeting at 5:00 p.m.

The Exec. Meeting dealt with financial reports, business requiring board action, committee reports, the exec. Director's report, old business, and new business. The most significant discussion was focused on the orientation of new delegates and alternates. Some felt that new members do not receive adequate orientation in order to function efficiently on the regular board. It was suggested that an acronym "cheat sheet" be developed, the orientation format be changed and committees should be defined and explained.

Note: There are 32 representative communities in Berkshire County with potential for one delegate (Planning Board) and one Alternate from each community. The Alternate may not vote unless the Delegate is not present.

The regular meeting began with typical (physical) year beginning duties, ie. Election of officers, endorsement of committee appointments, and Executive Director's Report. There were two very interesting discussions regarding; Draft Comments on Environmental Remediation of 100 Bridge Street, Gt. Barrington Environmental Notification Form, and Consideration of Comments on H.1859 – An Act Promoting the Planning and Development of Sustainable Communities.

The severely contaminated former New England Log home site in Gt. Barrington is proposed to be remediated with an innovative "farm" approach to cleaning up the site. The Clearinghouse Review Committee has endorsed proposed comments on the process and was looking to the Commission for their consideration.

Of considerable interest to all was the conversation of a letter developed by the Joint Committee on Municipalities and Regional Government regarding the proposed effort to get comprehensive zoning, subdivision and comprehensive planning legislation (H. 1859). After considerable discussion, the Commission voted to endorse the letter "with reservations".

Meeting materials and other related documents are posted on BRPC's website: www.berkshireplanning.org for your perusal at your convenience.