

# **TOWN OF ADAMS SELECTMEN'S MEETING AGENDA**

***WEDNESDAY, May 15, 2013 – 7:00 PM***

**TOWN HALL, MEETING ROOM, 1<sup>st</sup> FLOOR, ADAMS, MA 01220**

1. **CALL TO ORDER – 7:00 PM**
2. **READING OF MINUTES –**
3. **CITIZEN'S CONFERENCE**
4. **PUBLIC HEARING – 7:10 PM**
  - CDBG FY2011 Public Hearing
5. **OLD BUSINESS**
  - Youth Center Inc. - Presentation
6. **NEW BUSINESS**
  - Sub-Committee and Project Point Person discussion
7. **SUBCOMMITTEE/LIAISON REPORTS**
8. **A. ADMINISTRATOR'S REPORT**  
**B. PUBLIC WORKS DEPARTMENT**
  - Approval of Part-time Custodian
  - Approval of Seasonal employees**C. POLICE DEPARTMENT**  
**D. COMMUNITY DEVELOPMENT**  
**E. OTHER DEPARTMENTS**  
**F. TOWN COUNSELOR'S REPORT**
9. **ANNOUNCEMENTS**
10. **APPROVALS**

CLERK

TOWN CLERK  
ADAMS MASS.

14 MAY 16 AM 11:14

RECEIVED-POSTED

- Proclamation – Sophie Michalski
- Adams Memorial School – Wednesday, July 10<sup>th</sup> Scabland Productions
- Adams Visitors Center – Steelrail Half Marathon - May 19<sup>th</sup> 10:00 AM – 5:00 PM.

The following are requests from the Events Planning Committee:

- Town Wide Tag Sale – Saturday, August 10<sup>th</sup> – the committee request the Board of Selectmen waive the \$2.00 tag sale fee for these tag sales.
- Sixth Annual George Coope Memorial Road Race – Sunday, June 23<sup>rd</sup>
- Susan B. Anthony Days – Street Fair, Monday, July 29<sup>th</sup> with a rain date of Tuesday, July 30<sup>th</sup>.
- Dana Labbee Memorial Race – Sunday, August 11<sup>th</sup>
- Cruz Night – Thursday, August 1<sup>st</sup>
- Movie Committee – Friday Nights on Town Hall lawn
- Summer Concert Series – Town Common, Thursdays – July & August.
- Annual Pedal & Plod – July 28<sup>th</sup> – Town Common.

11. **OTHER BUSINESS**

1. Agenda items

12. **GOOD OF THE ORDER**

13. **EXECUTIVE SESSION**

- To consider the purchase, exchange, lease, or value of real estate property, if the Chair declares that an open session may have a detrimental effect on the negotiating position of the public body.

14. **ADJOURNMENT**

**May 15, 2013**

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

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

### **CITIZENS CONFERENCE**

Resident, Jeff Lefebvre announced that the Maple Grove Civic Club will be holding their last meeting for before the summer breaks on Sunday at the PNA – William Kolis will be the speaker. Jeff also wanted to express special thanks Daniel Pitoreck for all the community donations he makes throughout the year. He is very supportive and generous with all the community events held throughout the year. Jeff is also asking for donations for Soldier On they are in need of personal items: toiletries, flip flops or sandals, bedding: sheets pillow cases, blankets. Jeff will have a box located at Town Hall for residents to drop off donations.

Residents, Edward Driscoll and Dave Kaminski spoke to the Board, representing the residents of the north end East Road. They are concerned about a possible solar powered generating facility; they asked about an overlay for large scale ground mounted solar units they would support that. They asked if there could be a moratorium on permits so there wouldn't be a land rush in the time between now and the approval of a bylaw. Chairman Duval stated that the Board of Selectmen has not taken up that subject but he does believe that it is needed.

### **NEW BUSINESS**

Chairman Duval discussed that the Sub-Committee listing he felt was very out dated and needed to be revamped. He put together a new listing of subcommittees that are active adding to this list is point people for certain projects. Chairman Duval handed out copies to each Board member and asked for them to review and to get back to him with their feedback and which committee or point person they would like to represent.

### **PUBLIC HEARING**

A motion made by Member Ouellette, seconded by Member Harrington to open the Public Hearing for the CDBG FY2011 – Unanimous motion passed

Donna Cesan, Community Development Director provided to the Board an update on the progress of the Towns 2011 CDBG program. This is the second Public Hearing Community Development has held on the 2011 program. Ms. Cesan explained to the Board that two hearings are required; first one is prior to the application and the second is required at some point during implementation of the CDBG grant. The following is a breakdown of the program activities:

| Rehabilitation Activity   | Budget              | Expended            |
|---|---------------------|---------------------|
| Program Delivery  | \$ 43,387.00        | \$ 33,264.06        |
| Housing Rehabilitation  | 496,392.00          | 439,629.01          |
| Construction Activity – Kearns Lane Demolition & Public Parking |                     |                     |
| Program Delivery  | \$ 59,114.00        | \$ 55,704.84        |
| Construction Rehabilitation                                     | \$204,667.00        | \$168,466.15        |
| General Administration @10.88%                                  | <u>\$ 19,100.00</u> | <u>\$ 11,318.72</u> |
| Application Total:  | \$822,660.00        | \$708,382.78        |

A motion made by Member Ouellette, seconded by Member Blanchard to close the Public Hearing at 7:23 PM – Unanimous motion passed

## **OLD BUSINESS**

Edmund R. St. John IV who serves on the Board of Directors for the Youth Center addressed the Board with concerns regarding a possible move of the Youth Center to the Memorial building. Mr. St. John wanted to share with the Board the efforts they are making for this relocation and to answer any concerns the Board has. They are asking for a commitment from the Town and to continue supporting the Youth Center. The Board is very supportive of the Youth Center the issue is the cost associated with the Memorial Building that the Town would have to spend to make the building occupational. Jonathan Butler, Town Administrator and the Community Development are currently looking for grants and other programs to help offset these costs.

## **ADMINISTRATORS REPORT**

A copy of this report is attached to these minutes.

## **PUBLIC WORKS DEPARTMENT**

A motion made by Member Ouellette, seconded by Member Harrington to approve the ratification of Dana Labbee as a part-time custodian – Unanimous motion passed

A motion made by Member Harrington, seconded by Member Ouellette to approve the appointment of several applicants to the position of Seasonal help – Unanimous motion passed

## **TOWN COUNSEL REPORT**

A copy of this report is attached to these minutes.

## APPROVALS

A motion made by Member Blanchard, seconded by Member Ouellette to approve the Proclamation for Sophie Michalski – Unanimous motion passed

A motion made by Member Ouellette, seconded by Member Blanchard to approve Scabland Productions to use the Memorial School on July 10, 2013 – Unanimous motion passed

A motion made by Member Ouellette, seconded by Member Blanchard to approve the Steelrail Half Marathon to use the Visitors Center on May 19, 2013 – Unanimous motion passed

The following are requests from the Events Planning Committee:

- Town Wide Tag Sale – Saturday, August 10<sup>th</sup> – the committee request the Board of Selectmen waive the \$2.00 tag sale fee for these tag sales.
- Sixth Annual George Coope Memorial Road Race – Sunday, June 23<sup>rd</sup>
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- Cruz Night – Thursday, August 1<sup>st</sup>
- Movie Committee – Friday Nights on Town Hall lawn
- Summer Concert Series – Town Common, Thursdays – July & August.
- Annual Pedal & Plod – July 28<sup>th</sup> – Town Common

A motion made by Member Ouellette, seconded by Member Harrington to approve all of the above Events Planning Committee requests – Unanimous motion passed.

A motion made by Member Harrington, seconded by Member Ouellette to enter into Executive Session at 8:45 PM only to come out to adjourn – Roll Call Vote – Unanimous motion passed

Respectfully Submitted  
Melissa Schaffrick  
Recording Secretary



John E. Dwyer  
Michael Ouellette  
Andrew Harrington  
Joseph Nowak  
Richard Wilson

# Edmund R. St. John III

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Admitted in MA and CA  
Pittsfield office: 85 East Street  
Pittsfield, MA 01201

## Attorney at Law

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Website: [www.stjohnlawoffice.com](http://www.stjohnlawoffice.com)

May 15, 2013

## TOWN COUNSEL REPORT

The following matters were reviewed since my last report:

- Continuing assistance to the Building Department and Planning Board regarding a zoning issue involving the proposed solar energy project on East Road.
- Attend a hearing of the Housing Court and argue a motion for summary judgment.
- Advise the Board of Health concerning an issue involving the nurse's contract.
- Review of proposed town meeting warrant articles.

RECEIVED-POSTED  
14 SEP -8 AM 9:50  
TOWN CLERK  
ADAMS MA, 01220  
CLERK



# Town of Adams • Massachusetts 01220-2087

JONATHAN W. BUTLER  
TOWN ADMINISTRATOR

TOWN HALL  
8 Park Street  
Tel. (413) 743-8300  
Fax (413) 743-8316  
e-mail: jbutler@town.adams.ma.us

To: Board of Selectmen  
From: Jonathan Butler, Town Administrator  
Subject: Town Administrator's Report  
Date: May 15, 2013

JWB

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

1. The Community Development Staff has completed their analysis of the Town's development review fees and will forward a formal recommendation to the Administrator and the Board later this week. This is in response to a Board request that derived from the Spring budget meetings and the Town's proposed changes to how we fund our inspection services.
2. Berkshire Regional Planning Commission has been awarded \$400,000 in funding under an **EPA Brownfields Grant**. This funding will assist in assessing properties potentially contaminated by petroleum or by hazardous materials. The Town's Community Development Director is a member of the Berkshire Brownfields Committee and the grant funds distributed by the Committee have assisted several property owners in Adams with their assessment needs, and have helped move certain Town projects to be ready for development. Properties likely to be assisted in this next round include one or two properties along Commercial Street and the Memorial School.
3. The Community Development Director and the Building Inspector met with the chairs of the Planning Board and the Zoning Board to discuss future **Zoning Bylaw changes** and agree on priority needs. The Community Development Department will have a recommendation to the Selectmen on needed Bylaw amendments and workshop meetings with the two boards will be scheduled in the next couple of months.
4. Austin Design, Inc., the Town's architectural consultant, has now completed its assessment of the **Adams Free Library building** and identified renovation priorities for the building. The Architect's findings will be presented to the project Steering Committee early in June when all Committee members are available to meet.



5. The Town's **infrastructure improvement project at Gould and Thiel Roads** to serve the Greylock Glen development is wrapping up: on Monday, the Town's consultants conducted the test for the booster pump system; and a formal walk through involving Town staff, the project engineer, and the contractor, to prepare a final punch list will be scheduled in the next couple of weeks. Community Development staff will be completing all of the close out paperwork for the \$2M MassWorks grant prior to June 30.
6. Steel Rail, Rail Trail, Half Marathon – This will be taking place Sunday morning and afternoon in our downtown, with a festival to follow at the Adams Visitor's Center. People travelling through Adams between 10:30 AM and 12:30 PM should prepare for some minor detours and traffic delays. However, Park Street will remain open so that morning business activity is able to proceed as normally planned. This event may bring in excess of 2000 people into the downtown, so residents should be prepared for a lot of activity during the day.
7. The Warrant is entirely set for Town Meeting with Finance Committee having made the final recommendations this past Monday evening. Town Meeting Members should expect their booklets to arrive in the mail within the next weeks, well in advance of the June 17<sup>th</sup> meeting.
8. The Town's solar project over the landfill has officially begun construction and is underway. As stated throughout the past few months, it is intended to be operational by late summer, hopefully beginning the process of saving the Town significant dollars in utility costs. The commencement of construction for this project has been long awaited, and is a major step forward for the community.





# Town of Adams • Massachusetts 01220-2087

JONATHAN W. BUTLER  
TOWN ADMINISTRATOR

TOWN HALL  
8 Park Street  
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To: Board of Selectmen  
From: Jonathan Butler, Town Administrator  
Subject: Town Administrator's Report  
Date: May 15, 2013

JWB

RECEIVED-POSTER  
14 AUG -5 PM 2:26  
TOWN CLERK  
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