

TOWN OF ADAMS SELECTMEN'S MEETING AGENDA

WEDNESDAY, May 1, 2013 – 7:00 PM

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

1. **CALL TO ORDER – 7:00 PM**
2. **READING OF MINUTES – March 13th & 20th, 2013**
3. **CITIZEN'S CONFERENCE**
4. **PUBLIC HEARING**
5. **OLD BUSINESS**
 - Approval of Interim Police Chief Contract
 - Memorial Building/Youth Center
6. **NEW BUSINESS**
 - Dogs in Cemeteries
 - Board Discussion RE: Downtown Merchants meeting on Berkshire Scenic
7. **SUBCOMMITTEE/LIAISON REPORTS**
8. **A. ADMINISTRATOR'S REPORT**
 - Annual Town Administrator Performance Review

B. PUBLIC WORKS DEPARTMENT

C. POLICE DEPARTMENT

D. COMMUNITY DEVELOPMENT

E. OTHER DEPARTMENTS

 - Appointment of Administrative Assistant in Library Department

F. TOWN COUNSELOR'S REPORT
9. **ANNOUNCEMENTS**
10. **APPROVALS**

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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 1, 2013

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

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

READING OF THE MINUTES

A motion made by Member Ouellette, seconded by Member Duval to approve and waive the reading of the minutes of March 13th and 20th, 2013 – Unanimous

CITIZEN'S CONFERENCE

Resident, Jeff Lefebvre asked if a citizen can get a petition together for Zoning Bylaws changes he had asked the Town Clerk and she wasn't sure. Edmund R. St. John III, Town Counsel replied that the process would be the same, whether it was a citizen's petition or through a board it would be the same process. Jeff stated that he would like to get three bylaws in place and is concerned about a solar farm that is being developed.

Member Nichols arrived at the meeting at 7:05 PM

OLD BUSINESS

A motion made by Member Ouellette, seconded by Member Nichols to approve the interim Police Chief contract retroactive till April 15th, 2013 for Sergeant Richard Tarsa, Jr. – Unanimous

The Adams Youth Center asked if they could do a presentation on what they are looking to do in the Memorial Building. At this time Town staff is trying to see if a short term re-use of the building is possible. Also whether or not to pursue a long term reuse of the building with the two entities that the Board voted to go into lease negotiations. There was a in depth analysis done last week with a team of Engineers from EDM. They are compiling information and turning that into ruff cost estimates for both short term conditions and long term. They are hoping to provide the Board of Selectmen with more information prior to Town Meeting.

NEW BUSINESS

The Board decided to move the discussion regarding "Dogs in Cemeteries" to a future Workshop meeting.

Downtown Merchants discussion – Jonathan Butler, Town Administrator and Donna Cesan, Community Development Director would like with the Boards support and have the Board be the host, the Berkshire Scenic Rail project is a big deal in the community it's the newest tour attraction in a generation. They feel it would be good to do a public discussion for an opportunity for residents to ask questions. Make a point to invite the downtown merchants who

are in position to capitalize off this added activity in the downtown. There is a lot of information floating around the community that isn't accurate. They feel it would be good to have a session devoted to give out good information. The staff from Berkshire Scenic has an informative PowerPoint presentation that goes through what Berkshire Scenic is and their technology.

ADMINISTRATORS REPORT

A copy of this report is attached to these minutes.

Town Administrators review – Chairman Harrington stated that the Board has completed the annual review for Jonathan Butler, Town Administrator. Each Member was pleased and feel they are very lucky to have an administrator of Jonathans caliber, he has done a great job and they look forward to working with him for a few more years. Member Duval stated that he agreed, he feels the Town is very fortunate to have him. Member Ouellette agrees with the Board Members. Member Nichols stated that it has been a pleasure working with Jonathan.

PUBLIC WORKS DEPARTMENT

A motion made by Member Nichols, seconded by Member Ouellette to approve the Mutual Aid Opt-in from MEMA – Unanimous motion passed

OTHER DEPARTMENTS

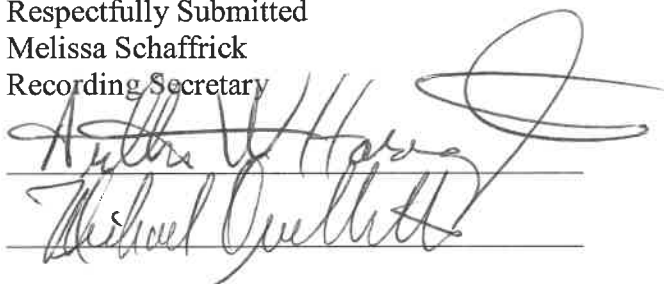
A motion made by Member Ouellette, seconded by Member Nichols to approve the ratification of Christa Sidway to the position of Administrative Assistant I at the Adams Library – Unanimous motion passed.

TOWN COUNSEL REPORT

- Assist the Town Administrator in the re-draft of the interim Chief's contract
- Advise the Building Department and Planning Board regarding a zoning issue involving the proposed solar energy project on East Road.
- Perform research concerning the liability for the repair and maintenance of a retaining wall abutting a public way. Provide comment to DPW director.

A motion made by Member Nichols, seconded by Member Ouellette to enter into Executive Session at 8:00 PM, only to come out to adjourn – Roll Call Vote – Unanimous motion passed.

Respectfully Submitted
Melissa Schaffrick
Recording Secretary



Handwritten signatures of Arthur V. Harrington and Michael Ouellette.



Handwritten signature of John E. Duval.



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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: May 1, 2013

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1. Berkshire Scenic Railroad will host a Volunteer Informational Session on Saturday, May 4th at 9AM in North Adams to explain volunteer opportunities with the museum. This session is for anyone interested in train operations, mechanical work, restoration work, tour guides or any other type of activity related to the BSRM. The meeting will be held in the Council Chambers in City Hall, located at 10 Main Street in North Adams.
2. The Town has received a \$20,000 payment as part of the Adams-North Adams inter-municipal sewer agreement. This one-time fee was due to the "connection fee" clause in our agreement that must be paid for new structures tying into Adams system from outside of Town lines. In this instance, the payment came from the new Walmart Superstore development.
3. The Town is in the process of getting the downtown cleaned up for the late spring and summer season, and we are asking residents to please be conscious of rules pertaining to the cleaning of your driveways and lawns. The Town is not responsible for cleaning up debris that is swept into the road. Residents who sweep debris into the road and do not make an effort to clean it up themselves will be subject to code enforcement.
4. The Town has moved further along its plan to resuscitate the Farmer's Market in our downtown. Working with our Agricultural Commission and the Mass in Motion project, we have selected the Adams Visitors Center Parking lot as the site for a Pilot Farmers Market this year, which will begin in late July and run about ten weeks into late September.



"Home of Mt. Greylock"

May 1, 2013

On the above date the Board of Selectmen entered into Executive Session at 8:05 PM at Town Hall. Chairman Harrington presided, present, Michael Ouellette, John Duval, Scott Nichols, Jonathan Butler, Town Administrator and Edmund R. St. John III, Town Counsel.

Chairman Harrington called the meeting to order at 8:05 PM

The Board discussed the MA Economic Development Incentive Program for TOG Manufacturing Co., Inc. Donna Cesan, Community Development Director explained to the Board that TOG is requesting Town approval of a Special Tax Assessment Agreement under the Massachusetts Economic Development Incentive Program (EDIP). The special Tax Assessment Agreement will assist TOG in their relocation and expansion plans to remain competitive. The proposed tax incentives requested by TOG will apply to both the existing and new value of the property following the proposed renovations over seven (7) years. The term of the STA Agreement will be 100% for the first and second year, 75% in the third year, 50 % in the fourth year, and 25% in the fifth, sixth and seventh year.

Should the Board approve TOG's STA Agreement, a warrant article will be prepared for consideration at the annual Town Meeting in June. Community Development will be working closely with staff at MOBO so that TOG's certified project application will be reviewed by the State's Economic Assistance Coordinating Council and approved at the Council's June 25, 2013 meeting.

A motion made by Member Ouellette, seconded by Member Nichols to approve the Project Certification Application and the Special Tax Assessment Agreement between the Town of Adams and TOG Manufacturing Company, Inc. – Roll Call Vote – Four Yeas – motion passed.

A motion made by Member Ouellette, seconded by Member Nichols to adjourn from Executive Session at 8:23 PM – Roll Call Vote – Four Yeas – motion passed

A motion made by Member Ouellette, seconded by Member Nichols to adjourn at 8:23 PM – Roll Call Vote – Four Yeas – motion passed

Respectfully Submitted
Melissa Schaffrick
Recording Secretary

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