

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

**WEDNESDAY, April 18, 2012 – 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 - February 15, 2012**
3. **CITIZEN'S CONFERENCE**
4. **PUBLIC HEARING**
5. **OLD BUSINESS**
- Vacancy on Adams Retirement Board
6. **NEW BUSINESS**
- Adams Visitor's Center – Transition Plan Discussion
  - Review of proposed Reserve Account Transfers
7. **SUBCOMMITTEE/LIAISON REPORTS**
8. **A. ADMINISTRATOR'S REPORT**
- B. PUBLIC WORKS DEPARTMENT**
- C. POLICE DEPARTMENT**
- Approval of new contract for Chief Donald Poirot
- D. COMMUNITY DEVELOPMENT**
- E. OTHER DEPARTMENTS**
- F. TOWN COUNSELOR'S REPORT**
9. **ANNOUNCEMENTS**
10. **APPROVALS**
- Facilities Request – Quaker Meeting House – Sunday, October 7, 2012 12-4 PM.
  - Facilities Request – Valley Street Field – July 16 – 20, 2012 9:00 AM – 4:00 PM  
Steeple Cats Youth Baseball Camp.
  - Facilities Request – Russell Field – June 9, 2012 8:00 AM – 5:00 PM, Adams Youth Center.

- Facilities Request – Renfrew Field – June 25 – August 10, 2012 3:00 PM – 9:00 PM, Dana Labbee Summer Basketball League.
- Facilities Request – Town Common – Sunday, April 22, 2012 – 1:00 – 4:00 PM. Earth Day Celebration

11. **OTHER BUSINESS**

1. Agenda items

12. **GOOD OF THE ORDER**

13. **EXECUTIVE SESSION**

- To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or discuss the discipline or dismissal of, or complaints or charges against, a public officer, employee, staff member or individual.
- To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel.
- To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

14. **ADJOURNMENT**

**April 18, 2012**

RECEIVED-POSTED

On the above date the Board of Selectmen meet at 7:00 PM at the Town Hall. Chairman Harrington presided, present: Michael Ouellette, Paula Melville, Scott Nichols, Jason Hnatonko, Jonathan butler, Town Administrator and Edmund R. St. John III, Town Counsel.

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

CLERK \_\_\_\_\_

## **READING OF MINUTES**

A motion made by Member Hnatonko, seconded by Member Ouellette to approve and waive the reading of the minutes for February 15, 2012 – 4 Yeas, 1 abstain (PM) motion passed

## **CITIZENS CONFERENCE**

Resident, Jeff Lefebvre thanked the candidates that attended the Maple Grove Civic Club meeting on April 15, which was well attended. He also wanted to remind residents that May 7<sup>th</sup> is Election Day and encouraged people to vote. He also thanked Member Hnatonko for his service as a Selectman. He also commented that he recently spoke with Brennan McKeever regarding the Jones Block issues. The contract with Mr. Sanchez has a time frame and should have been completed in May 2006. He plans on filing a complaint with the Inspector General's Office.

Haley Meczywor, Town Clerk reminded residents that there will be an Annual Town Election on May 7<sup>th</sup>. You must request your absentee ballot by May 4<sup>th</sup>. She also reminded residents that they needed to pick up their dog license if they have not done so already. If you are unable to make it to Town Hall you can mail in your fee and the Clerk's office will mail back your license.

## **OLD BUSINESS**

On April 6, 2012 the Adams Retirement Board Sub-Committee held a meeting to review the five candidates who applied for the position available on the Retirement Board. After careful consideration the Sub-Committee which was made up of Chairman Harrington and Member Melville selected two candidates, a first choice and an alternate in the event that the first choice decided not to accept. The candidates selected were: Patricia Wol, first choice; George Haddad, alternate choice. It was also decided this would become a three year term. The Board reviewed and accepted the Sub-committee recommendations.

A motion made by Member Ouellette, seconded by Member Nichols to accept the recommendation of appointing Patricia Wol to the Adams Retirement Board – Unanimous

## **NEW BUSINESS**

The Board discussed a transition plan for the Council on Aging move to the Adams Visitors Center. With the Berkshire Visitors Center moving the Town becomes the property owner and key holder of the facility. The Town does not have any formal reuse plan for the building and

the Board has discussed the possibility of moving the Council on Aging to this location. Mr. Butler is looking for a clearer course with some type of direction so Town staff can pursue some type of a reuse for the property. Member Hnatonko suggested moving the Community Center to the Visitor's Center a while ago and is in full support of this move. Member Nichols is concerned with the Youth Center and what their options are, they are an important part of the community and he wanted to make sure they have a place to continue the services they provide. Member Melville asked if there were any replies to the RFEI for the Middle School. Mr. Butler replied that the only replies were non-profits, no private developers expressed interest. At this time the expectation is that we will only get a non-profit response.

A motion made by Member Nichols, seconded by Member Hnatonko to transition the Council on Aging to the Visitor's Center – Unanimous

The Board voted on the following Requested Reserve Fund Transfers:

- Accounting 02125- Auditing 53010 \$2,250
- Veterans 55980 – Veterans Services 05543 \$16,500
- Library 05610 – Heating Fuel 52140 \$910.88
- Treasurer Operating 02145 – Legal Service \$8,000
- Town Electricity 06193 – Electric 52110 \$25,000

A motion made by Member Nichols, seconded by Member Ouellette to approve the requested Reserve Fund Transfers – Unanimous

## **SUBCOMMITTEE/LIAISON REPORTS**

Member Melville attended the public hearing for the proposed amendment to the Northern Berkshire Vocational Regional School District Agreement. Also she informed the Board that the Solid Waste Management District received a grant to purchase a product bin for the non-returnable plastic bottles.

## **ADMINISTRATOR'S REPORT**

A copy of the Town Administrators report is attached to these minutes.

## **POLICE DEPARTMENT**

This item was held till a future meeting.

A motion made by Member Nichols, seconded by Member Hnatonko to table the approval of Chief Poirot contract till a future meeting – Unanimous

## **TOWN COUNSELOR'S REPORT**

A copy of this report is attached to these minutes.

## **ANNOUNCEMENTS**

Chairman Harrington announced that there will be a free seminar on “Open Meeting Law Training” on Monday, May 14<sup>th</sup> , 6:00 PM – 7:30 PM at the Drury High School auditorium.

## **APPROVALS**

- Facilities Request – Quaker Meeting House – Sunday, October 7<sup>th</sup> , 2012 12-4 PM.
- Facilities Request – Valley Street Field – July 16<sup>th</sup> – 20, 2012 9:00 AM – 4:00 PM Steeple Cats Youth Baseball Camp.
- Facilities Request – Russell Field – June 9<sup>th</sup> , 2012 8:00 AM – 5:00 PM, Adams Youth Center.
- Facilities Request – Renfrew Field – June 25<sup>th</sup> – August 10, 2012 3:00 PM – 9:00 PM, Dana Labbee Summer Basketball League.
- Facilities Request – Town Common – Sunday, April 22<sup>nd</sup> , 2012 – 1:00 – 4:00 PM. Earth Day Celebration

A motion made by Member Ouellette, seconded by Member Hnatonko to approve all facilities Request – Unanimous

## **OTHER BUSINESS**

Agenda Items: The Board will have a site visit to the Visitor’s Center on their next Workshop meeting.

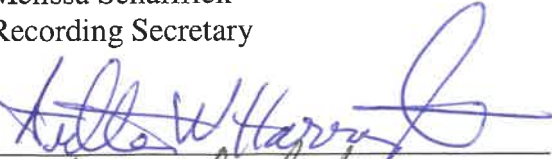
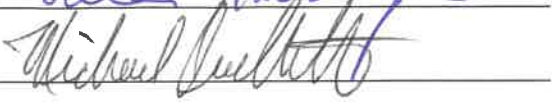
## **GOOD OF THE ORDER**

Member Melville reminded residents that the Town Elections will be on May 7<sup>th</sup> and encouraged residents to get out and vote.

A motion made by Member Hnatonko, seconded by Member Nichols to enter Executive Session at 7:59 PM to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or discuss the discipline or dismissal of, or complaints or charges against, a public officer, employee, staff member or individual. To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel. To consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

Roll Call Vote – Unanimous

Respectfully Submitted  
Melissa Schaffrick  
Recording Secretary

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\_\_\_\_\_



# Town of Adams • Massachusetts 01220-2087

**JONATHAN W. BUTLER**  
TOWN ADMINISTRATOR

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## Memorandum

To: Board of Selectmen  
From: Jonathan Butler, Town Administrator  
Subject: Town Administrator's Report  
Date: April 18, 2012

JWB

RECEIVED-POSTING  
14 AUG -5 PM 2:26  
TOWN CLERK  
ADAMS MASS.

1. The Berkshire Visitor's Bureau will officially be turning over the keys to the Town of Adams on May 1<sup>st</sup>. As previously reported, the BVB will be moving to Pittsfield to become part of 1Berkshire, a collaborative organization consisting of BVB, the Chamber of Commerce and several other county-wide entities.
2. I attended the monthly meeting of the Northern Berkshire Community Coalition this past Friday. The topic of the month was Hunger in Berkshire County. It was extremely informative, and also a good showcase of all the different available resources for Adams residents having trouble financially that may need help with getting good meals. Between the Council on Aging, the Food Pantry at St. Thomas' Church, and several other great resources in North Adams and Williamstown, residents with questions have options and should contact us in Town Hall if they are looking for some direction about services available for them.
3. I have been working actively for the past three weeks on negotiations with our three employee bargaining units pertaining to the health insurance provided by the Town. I intend to have a more formal, detailed report that will impact the budget process coming forward by the beginning of May.
4. The Capital Planning Committee will be meeting early in May, once the Finance Committee has completed the budget process. Currently, we've already had two good meetings and have since sent out request sheets to all Town Departments in order to begin formalizing a list of potential needs for the next five years. As previously reported, the Town is working with the Capital Planning Committee to construct a new Five-Year Plan that will run for fiscal years 2014-2018.
5. The rest of my time the past couple of weeks has been spent continuing through the budget process, where we will be meeting for the first time with Finance Committee tomorrow evening.



# Edmund R. St. John III

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April 18, 2012

## Town Counsel Report

I have drafted a proposed contract for review by this Board and have communicated with the State Ethics Commission regarding potential issues relating to certain language in the contract. I am awaiting response from the Commission.

I reviewed a draft of proposed amended regulations submitted by the Cemetery Commission. After reviewing this draft, I provided the Cemetery Commission with suggested revisions. I anticipate that these regulations will appear on the Annual Town Meeting Warrant.

At the request of the Cemetery Commission, I am bringing legal action against a burial lot owner who breached an agreement to pay for the lot.