

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

BOARD OF SELECTMEN MEETING MINUTES 11/08/17

RECEIVED-POSTED

17 DEC 11 AM 9:50

TOWN CLERK
ADAMS MASS.

CLERK _____

CALL TO ORDER: Meeting was called to order by Chairman Duval at 7:00 p.m. Members Hoyt and Nowak were present as well as Town Administrator Mazzucco.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

APPROVAL OF MINUTES: October 18, 2017 Regular Meeting Minutes were presented for approval. Move by Member Hoyt to waive reading and approve the minutes of October 18, 2017 as submitted, second by Member Nowak. Vote: unanimous.

PUBLIC COMMENT: Chairman Duval announced that the Town Administrator has been offered a position at the Town of Norwood as their Town Manager. The Board will discuss an agreeable separation date with the Town Administrator in the near future. January 8, 2018 is when the current contract expires and the Board will discuss the process on replacing the Town Administrator. Jeff Lefebvre thanked the Town Administrator for his time.

NEW BUSINESS:

Discussion on EPA Brownfields Cleanup Grant Program Application – 1 Cook Street; Analysis of Brownfields Cleanup Alternatives – *Community Development Director Cesan* advised in 2016 the Town received an EPA Brownfields Assessment grant focused on properties along the Route 8 corridor. Following a procurement process to hire a qualified environmental professional, TRC Inc. was selected as the Town's consultant. The priority project is 1 Cook Street, which is a Town acquired property. Under its FY2017 CDBG grant program, the Town was awarded \$50,000 to start the design process to transform the site into a riverfront park along the Scenic train line and the Ashuwillticook bike trail. Berkshire Regional Planning Commission (BRPC) is assisting with grant administration and working with the Town to file the application for cleanup by the deadline on November 15, 2017. *Tom Biolsi of TRC, Inc.* introduced himself and gave an overview of the assessment efforts examining current conditions of 1 Cook Street. Historical contamination was identified with a current use restriction of under a half acre. The goal with the current grant is to assess existing conditions and investigate possible past contaminants such as a potential underground storage tank and visible coal under the foundation of the south barn. Soil samples were taken to assess the current condition of known contamination for degradation and to identify where a suspected gasoline tank is located. The proposed application for cleanup will include removal of the underground storage tank and cleanup of any petroleum that remains in the ground. Surface soil samples will determine if and the extent of soils needing to be removed. Portions of the top 3 feet of soil and coal at the surface can be removed to make sure contaminants not accessible to users of the property. Laboratory results will be used to create a plan. Board Members inquired how many buildings on the site are contaminated and the conditions of buildings and foundations were described. In response to questions, Ms. Cesan stated the intent is to keep both buildings if they are salvageable. Paving a parking area could be a simple solution to mitigation and the Town will work with a landscaping and engineering firm in the design of the new park. The Town's matching portion will be to hire an architect to look at the buildings. The grain elevator was noted as being a landmark along Route 8 will be looked at to potentially be saved. Loose slate on the roof was discussed. Mr. Biolsi stated that a building material survey was done for asbestos, lead paint, and other hazards which are at the lab for testing. Results are expected back in approximately ten days. Asbestos has an unknown cost for abatement but it is probable that there is

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more than \$200,000 worth of cleanup to be done. Melissa Provencher of BRPC explained the organization's strategy to administer a revolving loan fund and sub-grant some funds to municipalities. The limitation of the Environmental Protection Agency's funds was discussed as possibly having an effect on this project. Timing of notification of an award would be late May or June for contract in October. The intent is to use the funds as far as possible for cleanup and remedial planning. The Army Corps of Engineers will be notified if the Town is awarded the grant, given the site's location abutting the flood control chutes. Move by Member Nowak to approve application of Brownfields EPA grant funds for the FY2017 budget cycle, second by Hoyt; vote: unanimous.

Complete Streets Prioritization Plan – *Matt Chase of VHB* advised he is working with Community Development Director Cesan on the Complete Streets program. He updated the Board that field investigations are done. Meetings were held with the Traffic Commission and Complete Streets opportunities were discussed with their project IDs, ranking system and color coding. Ranking is based on ten different criteria and based on readiness. Ranking was reviewed briefly. Tier 1 was developing the Town policy and the Tier 2 process is to develop the priority projects list. The next steps are to take the projects list and put it into a different format and upload it to the MassDOT website for approval. Tier 3 will develop a list of projects that total no more than \$400,000 and show how the project will be funded. The deadline for Tier 2 is May, but they anticipate submitting early in December. Potential projects were discussed for funding and eligibility. This is a living document that the Town will be able to use over the next decade or more. VHB will complete a report to summarize all the work done and explain the ranking system. Board Members discussed two areas of concern in Town being Hoosac Street entering into Park Street at McKinley Square and the intersection of Summer Street at North Summer Street, Hoosac Street, and East Hoosac Street which may be considered for a four-way stop. Viability of funding was briefly discussed. Traffic studies need to be done and the requirements for a four-way stop were outlined. Crash statistics and vehicle volume may not warrant a four-way stop. It was noted that Town staff had considered undertaking improvements to the Hoosac Street – Depot Street intersection as part of the improved parking lot at the Visitors Center but the timing does not work well. Ms. Cesan suggested that waiting to better understand impacts associated with the Hoosac Valley Service trains and redevelopment of the 7 Hoosac Street mill would be prudent prior to advancing the intersection improvements. The intersection does warrant a traffic signal for safety with the Fire Station nearby. Project scoring for readiness ranking was reviewed. Extending the bicycle lanes down to Hoosac Street, tying in to the Visitors Center, lights and to the bike trail was discussed. Crotteau Street improvements include drainage issues and the sidewalks are in disrepair. It was noted there are no safe crossings anywhere along that section of road and extending the sidewalk along to Murray Street at Mill Street will create a safe system to cross the road and connect with the Murray Street footbridge. Police Chief Tarsa advised the information was presented to the Traffic Commission; their concerns were expressed and taken into consideration. This will be submitted upon Board approval and, once MassDOT approves it and the project priority list, it will return to the Traffic Commission for more input on priorities for a joint recommendation to the Board. The speed limit for side streets are a set speed in heavily settled areas. The deadline for filing is April 1, 2018 but it will be submitted early. Tier 3 timelines were reviewed and notifications are expected in September. At that point there is a one year window to design and construct. The next submission deadlines are in September and April. It was pointed out that State Representatives and Senators have no input and would not be influential in the process. Move by Member Hoyt to endorse the Complete Streets Prioritization Plan and submission as presented, second by Member Nowak. Vote: unanimous.

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Facility Use Request – Town Common, Adams Community Bank – A request was submitted by the Adams Community Bank for use of Town Common on November 26, 2017 from 2:00 to 5:00 for 500 or more attendees. Pam Duval was thanked for taking on this event. Move by Member Nowak to approve use of Town Common on November 26, 2017 from 2:00 p.m. to 5:00 p.m., second by Member Hoyt. Vote: unanimous.

Facility Use Request – Town Roads, WMAC – Turkey Trot – A request to use town roads by WMAC for the Turkey Trot 5K Road Race was submitted for Thursday, November 23, 2017. Move by Member Nowak to approve use of Town Roads by WMAC on Thursday November 23, 2017 from 9:00 a.m. to 11:00 a.m. for the 5K Turkey Trot road race, second by Member Hoyt. Vote: unanimous.

Ribbon Cutting Program – Member Hoyt proposed creating a program organized by the Board of Selectmen for new businesses in town indicating the date of the business opening and including a ribbon cutting ceremony with the ribbon, large scissors and an invitation media kit. This kit will include a press announcement, invitations for local media and list of local caterers and local groups in town to invite. It will utilize local and social media and include an invitation to the televised Board of Selectmen meeting, and also give information about upcoming business anniversaries. Specialty Minerals recently celebrated their 25th Anniversary and the Board of Selectmen did not know about it. This program would solicit that information, invite the business representatives to a meeting, give a certificate and even show up at their business. Board Members noted this is a great idea and Member Hoyt was recommended to take the lead on this project. Member Hoyt advised support will be needed from the Town Administrator's office. Move by Member Nowak to endorse ribbon cutting program to celebrate new and existing businesses with landmark occasions, second by Chairman Duval. Vote: unanimous.

Zoning Board of Appeals Appointment Process – An overview of the process was given. Several people are interested in serving on the Zoning Board of Appeals. Community Development Director Cesan and her staff will draft job descriptions. Attendance and commitment to training opportunities should be tracked because the positions carry serious legal weight for the Town. Member Hoyt put together drafts of job descriptions and expected experience will be added. It was noted that ZBA Members need to have a level of knowledge because they deal with Massachusetts General Law. An application that includes other boards and committees, volunteers and Ad Hoc Committees should be considered. Move by Member Nowak to endorse the process for general Boards and Committees that the Board of Selectmen appoints, second by Member Hoyt. Vote: unanimous.

DEPARTMENT REPORTS

Town Administrator's Report: There have been 340 permits sold for the Transfer Station to date. Permits are \$25 and good until the end of the fiscal year, when the fees will be reassessed. The fee will have to increase from \$25 in order to make it viable.

Town Counsel Report: *There was no report submitted at this meeting.*

SUB-COMMITTEE/LIAISON REPORTS: *Member Nowak attended the Cemetery Commission meeting and the Town Administrator gave an update on the building at Bellevue Cemetery, which is still in the engineer's hands. The Town Administrator approved Town Staff to repair a cracked window on a mausoleum that is letting air in. At the Adams Suffrage Centennial Celebration Committee the board is working very hard and an RFP was*

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sent out by Erin Mucci to soliciting bids from those interested in creating the statue. The deadline is January 31, 2018. *Member Hoyt* advised the first meeting of RAAC for the school met and they went over the process. Meeting dates for the next three meetings were set as December 5th, and January 15th and January 29th with the intention to get work done for the June Town Meeting. A Special Town Meeting in the fall may have to be scheduled because there may be too many things on the agenda to review. *Chairman Duval* attended the BRPC Executive Committee meeting where discussion took place regarding a shared Procurement Officer where procurement is handled rather than each community having and training a position, as well as a Sustainability Coordinator to develop renewable municipal energy. BRPC can regionalize it at a county level. Nat Kearns, will stay on at BRPC until his replacement is found.

ANNOUNCEMENTS, GOOD OF THE ORDER: *Member Nowak* announced that tomorrow a reception will be held at Town Hall for the late Jean King, whose art is on display from 5:30 to 7pm. He thanked Bill Whitman for painting the Park Street clock with gold leaf and cleaning the glass on the clock to make the entrance to the community more appealing. Hoosac Valley High School Hurricanes Football won the opening game in the WMASS tournament and they are playing on Saturday at Holyoke High School against Ware. Attendance is encouraged. He thanked Virginia Duval for her ongoing effort to encourage more people to vote, and noted the voting turnout was not great. He announced there are openings for Town Meeting members. *Member Hoyt* thanked Bill Kolis for organizing a meeting with Berkshire Scenic Rail and businesses downtown to talk about ways businesses can partner with the train and encourage growth downtown. Bill Kolis briefly gave trolley information about a grassroots community benefit for the spring.

EXECUTIVE SESSION:

#2. To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel;

Move by *Member Nowak* to enter into Executive Session for Reason #2 at 8:26 p.m., exiting only to adjourn, second by *Member Hoyt*. Roll Call Vote: Chairman Duval, Vice Chairman Blanchard, Members Nowak and Hoyt.

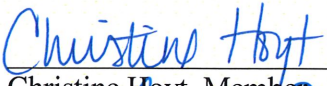
Respectfully Submitted by:

Deborah J. Dunlap,
Recording Secretary

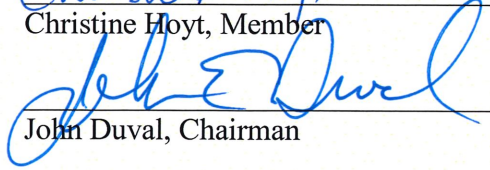


Joseph Nowak, Member

Richard Blanchard, Vice Chairman



Christine Hoyt, Member



John Duval, Chairman