

**TOWN OF ADAMS, MASSACHUSETTS**  
**ADAMS TOWN HALL BUILDING, 1<sup>st</sup> FLOOR, ADAMS, MA 01220**

**BOARD OF SELECTMEN MEETING MINUTES 01/17/2018**

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**CALL TO ORDER:** The meeting was called to order by Chairman Duval at 7:00 p.m. Members Blanchard, Hoyt and Nowak were present as well Town Counsel St. John III.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

**APPROVAL OF MINUTES:** *January 3, 2018* Meeting Minutes were presented for approval. Motion made by Member Blanchard to waive reading and approve the minutes of *January 3, 2018* as submitted, second by Member Hoyt. Vote: unanimous.

**PUBLIC COMMENT:** *Gwendolyn Hampton-VanSant* and *Christina Daignault* from the *Multi-Cultural Bridge* gave a background to the Board about the organization. They advised they are building community and the Department of Justice directed them to create a documentary and get pledges as a Town to show a visible message of solidarity in a county-wide effort. A group in North County and Pittsfield are working together to pioneer a goal of receiving 10,000 pledges. The pledge can be found on the [www.Multiculturalbridge.org](http://www.Multiculturalbridge.org) website and a flyer can also be downloaded. Goal is to get 10,000 pledges. The Multi-Cultural Bridge is funded mainly by donors. The organization provides training, promotes campaigns and takes donations and volunteers. Members thanked Ms. Hampton-VanSant and Ms. Daignault for providing this information.

**NEW BUSINESS:**

**Service Award, Acknowledgement - James Thompson:** A service award and acknowledgement resolution for thirty years of employment with the Town of Adams was issued by the Board of Selectmen to James Thompson of the Wastewater Treatment Plant. His remarkable achievements and contributions were reviewed and he was wished well for his retirement.

**Zoning Board Interviews:** Applications were received by Jon Frederick, Jacob Levesque, and Glendon Diehl. Mr. Frederick and Mr. Levesque were not able to attend the meeting. Mr. Diehl gave a background about his experience and reasons for interest in the Zoning Board of Appeals (ZBA) position. Members inquired about Mr. Diehl's willingness to go to training sessions and whether the meeting frequency would be a problem. He relayed his past Zoning Board experiences and expressed awareness about liability for decisions made on the ZBA.

**Recruitment Process:** The Personnel Sub-Committee met last week and proposed an aggressive four to six month recruitment process schedule for the Town Administrator Search. The recommendation was for full board support, and noting some dates may change in the process but to use the schedule as a guide. The ad and the post for the position will be done by middle of next week, if approved. The search committee will be finalized by January 31, 2018 meeting. The Screening Committee will be meeting in February to establish the matrix and to review applications. By March the Committee will determine five to eight semi-finalists, and begin conducting interviews. In early April the Committee will bring forward the finalists to the Board to be interviewed by the end of April. References and backgrounds will be checked at the end of April and after an offer is made and negotiations are completed the intended start date of a new Town Administrator is July 1<sup>st</sup>. Advertising was discussed and will be done pending approval of advertising costs. The Town Accountant is putting together a full budget for the hiring costs and will bring the numbers to the Board on January 31<sup>st</sup>. Motion made by Member Blanchard to approve the steps and schedule as proposed by personnel subcommittee, second by Member Hoyt. Vote: unanimous.

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**Town Administrator Job Description:** The last time the Town Administrator job description was reviewed and approved was 2014. The past approved job description was reviewed again by the Personnel Sub-Committee and no changes were recommended at this time.

**Town Administrator Marketing:** The posting was the same wording that was used in 2014 and the only changes were dates and numbers. Members inquired about the contact for candidates who wanted further information. Motion made by Member Hoyt to approve the Town Administrator Job Description and posting as recommended by the Personnel Sub-Committee, second by Member Blanchard. Vote: unanimous

**Screening Committee:** The Personnel Sub-Committee recommended reviewing this topic on January 31<sup>st</sup>. A review of interested parties will take place before then. Member Nowak expressed his opinion that the Board of Selectmen should not be on the Selection Committee, as there are knowledgeable people in the community. He noted in his research only one of seven communities had a Board Member on the Search Committee and if the Screening Committee is well-rounded it will bring forth the best candidates.

**Snow Removal from Town Sidewalks:** *Chairman Duval* reminded citizens to remove snow from sidewalks, per the Town Charter. *Police Chief Tarsa* advised that in the event snow is not removed the Police Department will contact the owner or tenant responsible. Town Hall assists with contacting owners of empty buildings. So far the Police Department has not issued fines for no snow removal from sidewalks because it is usually resolved by making contact. Any violation would be a civil process with a fine attached and ticket issued. The elderly community has limited resources and in the past the football team has shoveled to assist. If there are concerns, citizens are directed to call the Police Station at (413) 743-1212. *Council on Aging Director Girgenti* gave transportation options for people in the community having difficulty accessing sidewalks due to snow and ice, and noted the inclement weather isolates people. She pointed out that when sidewalks are not shoveled people have to go unsafely into the street to go around it. She explained that lack of snow removal creates barriers to include getting a citizen to an appointment door. There is a Senior Center Van with a lift on it available to help people any time as well as during inclement weather times and can be reserved by calling (413) 743-8333. She explained also that community members on *Mass Health* have access to forms that may include a prescription for transportation to and from appointments. *Berkshire Regional Transit Authority* ADA applications can be accessed through the *Council on Aging* office for those who cannot safely navigate a fixed bus route system, or cannot get to the bus stop location in inclement weather. There are volunteer drivers through the RSVP program that can also take people places if they cannot get out otherwise. In northern Berkshire County there is a program called "HINT" (Help, I Need Transportation) which is grant funded for one to two trips. She explained that she participated in a grant through the *National Aging and Disability Training* program for *Rides to Wellness* to provide transportation to neighboring communities of Cheshire, Savoy and Florida Mountain. Home Health Aid companies can also be hired. The Senior Center Van is \$1 each way for a trip. There will be great news ahead for increased transportation options in the future. Board Members thanked Erica for what the Council on Aging does for the elderly population in the community. An inquiry was made about the status of federally funded programs and their future. COA Director Girgenti was thanked for providing alternative options, reminding people to clear sidewalks and pointing out that lifts cannot be put down if sidewalks are not clear and a path made.

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**Town Administrator's Report:** *Chairman Duval* read Interim Town Administrator Cesan's report. The Community Development Department will hold a public meeting on **Tuesday, January 30, 2018 at 6:00 PM** at Town Hall to review the Town's Community Development Strategy. As a requirement of the MA Community Development Block Grant (CDBG) program, municipalities who apply for funding must demonstrate they have adopted a Community Development Strategy. The strategy defines community development needs and priorities, and outlines a plan of action intended to accomplish specified community development goals. The meeting will be held to solicit public input on potential projects that should be considered before submitting the Town's application under the FY2018 MA CDBG program. Residents, businesses, and organizations are all encouraged to attend the public meeting.

**Town Counsel Report:** *Town Counsel St. John III* advised he reviewed a decision received relating to a pending litigation matter and communicated with staff regarding its impact. He reviewed and commented regarding a Town Bylaw, and continued work on the MJD matter, which is involved in negotiations with respect to the possibility of the Town receiving the property. Questions about hazardous waste and costs need to be analyzed and are under study by a number of people.

**Sub-committee/Liaison Report:** *Member Nowak* advised he attended the *Mohawk Trail Woodlands Partnership* meeting. An update is pending from State Representative Pignatelli, who will decide whether it goes forward. *Member Hoyt* participated in the *Personnel Sub-Committee* meeting last week and the Sub-Committee will continue to meet frequently. She advised she attended the *Martin Luther King Day of Service* where she volunteered at the *Youth Center*. She congratulated Dick Alcombright for the award he received. She noted the *Regional Agreement Amendment Committee* met and are reviewing language in the agreement. The next meeting will be held on January 29<sup>th</sup>. *Chairman Duval* attended the *Berkshire Regional Planning Commission* meeting and will attend the *Metropolitan Planning Organization* meeting next Tuesday.

**Announcements and Good of the Order:** *Member Nowak* gave information about water becoming saltier and more alkaline in rivers and streams which can affect aquifers. He noted that salt melts snow but may have long term repercussions. He advised the flu is now an epidemic and recommended checking on the elderly. He advised it is not too late to get a flu shot. He thanked the DPW for their work with the heavy rain and snow melt that caused the river to crest. He explained that employees were trying to break up ice chunks as the North Summer Street culvert got blocked and ran onto the street. He noted it was handled by the DPW and Dick Kleiner, Emergency Management Director. He expressed concern about the rate of speed of plow trucks throwing snow back into driveways and drivers being discourteous. He noted the Marijuana Bylaw is going to Town Meeting and expressed some concern that the Federal Government is working against State rights regarding this issue. He expressed frustration that he worked very hard to negotiate a possible arrangement with the O'Connell Gas Station that ended in a promise from the owner to give the property to the Town free or a very low price and remove the tanks but it has now been sold to someone else. The former Town Administrator promised to call on it. It was noted that Chairman Duval and Interim Town Administrator Cesan talked about it a month ago and agreed it would be good. *Member Hoyt* expressed that snow removal is the top item on people's minds and urged people to clear driveways and sidewalks in a timely manner after a storm and not to throw snow in the streets. A request was made to keep snowbanks low enough so people can see over them for safety. *Vice Chairman Blanchard* noted that the Town is saving money because it is very cold in the Board of Selectmen meeting room. *Chairman Duval* advised the Budget Sub-Committee should meet to go over the budget process and review what was approved at the last Town Meeting. Workshop topics were requested for future meetings.

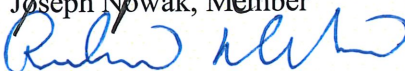
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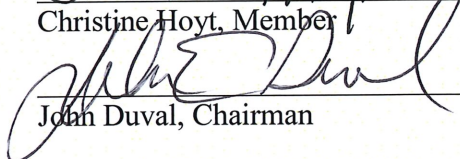
**ADJOURNMENT:** Move by Member Blanchard to adjourn the meeting, second by Member Nowak, Vote: Unanimous. Meeting adjourned at 8:12 p.m.

Respectfully Submitted by Deborah J. Dunlap,  
Recording Secretary

  
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Joseph Nowak, Member

  
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Richard Blanchard, Vice Chairman

  
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Christine Hoyt, Member

  
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Joan Duval, Chairman