

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

**BOARD OF SELECTMEN MEETING MINUTES APRIL 17, 2019**

**CALL TO ORDER:** The meeting was called to order by Chairman Duval at 7:00 p.m. Present were Vice Chairman Nowak, Members Blanchard, Hoyt, Bush, Town Administrator Green, and Town Counsel St. John III. Also in attendance were Senior Planner Towle and Treasurer Rice.

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

**APPROVAL OF MINUTES:** *March 28, 2019 and April 2, 2019 were presented for approval. Motion made by Member Blanchard to waive reading and approve the minutes for March 28, 2019 as submitted, second by Member Bush. Abstention by Member Hoyt. Voted in favor were Chairman Duval, Vice Chairman Nowak, Members Blanchard and Bush. Motion made by Member Blanchard to waive reading and approve the minutes for April 2, 2019 as submitted, second by Member Hoyt. Vote: unanimous.*

**PUBLIC COMMENT:** *Treasurer Rice* advised that the second half of the Real Estate taxes were sent out and due May 1<sup>st</sup> so her office will have extended hours on Friday, April 26<sup>th</sup> from 10:00 a.m. to 5:00 p.m. and Saturday, April 27<sup>th</sup> from 10:00 a.m. to 1:00 p.m. The extended hours will be posted on the Town's website. *John Bianchi* of the Adams American Legion Post #160 checked in about the Veterans Tax Work-Off Service Program that he had proposed. Town Administrator Green advised this topic will be on next Wednesday's workshop agenda. *Dave Meczywor* reported to the Board that the DPW did a great job did this winter during all types of storms, and spent long hours doing hard work.

**PUBLIC HEARING:** *New License Application, Myrtle Street Supermarket, Inc. dba Adams Hometown Market, 11 Myrtle Street, Adams, MA 01220, 7:10 p.m. Motion made by Member Hoyt to table the new license application by Myrtle Street Supermarket, Inc. dba Adams Hometown Market, 11 Myrtle Street, Adams, MA 01220, 7:10 p.m. as the paperwork is not complete, second by Member Blanchard. Vote: unanimous.*

**OLD BUSINESS:** **Approval of Application for Class I Auto Sales License, B + B Micro Manufacturing, Inc., 201 Howland Avenue, Adams MA.** Jason Krutiak, Mitch Bressette, and Chris St. Cyr represented B+B Micro Manufacturing, Inc. which builds and sells tiny homes. The Class I license will allow the business to sell both them as new and used vehicles which are registered and insured as a "travel trailer". They are self-titled and sold as a new vehicle. In order to sell a vehicle they must have the license and the license will allow them to have dealer plates without the need to register them. It was noted that the application had been reviewed and met the Town's requirements. *Motion made by Member Blanchard to take this item off the table, second by Member Hoyt. Vote: unanimous. Motion made by Member Hoyt to approve the Class I Auto Sales License for B + B Micro Manufacturing, Inc., 201 Howland Avenue, Adams MA, second by Member Bush. Vote: unanimous.*

**NEW BUSINESS**

**Special Tax Assessment Agreement, B&B Micro Manufacturing, Inc.:** *Jason Krutiak* of B+B Micro Manufacturing, Inc. advised this is a great space and they have been looking for something appropriate for the business for a couple years. He noted they are under contract to purchase it for the stability of the company and to keep jobs in the area. He stated that the business had asked for tax assistance while growing the business into the new space. *Chairman Duval* gave an overview that B+B Micro Manufacturing requested the Special Tax Assessment (STA) to assist them in their expansion plan to include sixteen new full-time jobs. A review of the agreement took place. It was explained that if approved, a warrant article will be created to be voted upon in June at the Town Meeting, and the agreement must be reviewed by the state. It was further explained that this is not an overly special arrangement, that STA's are not uncommon and put in place for beginning businesses to get their footing. Conservatively the business hopes to expand eventually to twenty employees, and plans to invest funding into the building itself. Logistics were discussed regarding the use of the building and engineering will take place inside for quality and safety. Dust collection and other systems will be created. It was noted that this will help the business to be able to be more competitive. *Motion made by Member Blanchard to approve the Special Tax Assessment Agreement for B&B Micro Manufacturing, Inc., second by Member Bush. Vote: unanimous.*

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**Application to place sign on public way:** *Virginia Duval* requested temporary "Vote for Susan" signs to be placed on Town properties. She noted that since there is only one election this year she would like to put up a few more one week before the election to encourage people to come out to vote for the election. She encouraged citizens to bring someone with them to the polls. *Motion made by Member Hoyt to approve the application to place "Vote for Susan" signs on public ways from April 27, 2019 through May 7, 2019 in coordination with the Town Administrator's Office on locations, second by Member Blanchard. Vote: unanimous.*

**Application for One Day Wine & Malt License:** David Nicholas of Nicholas Enterprises dba Bounti-Fare applied for a One Day Wine & Malt License for the Steel Rail Half Marathon at the Adams Visitors Center on May 19, 2019 from 11:00 a.m. to 5:00 p.m. He advised that all of his servers are TIPS certified and he has worked at this event for years successfully. *Motion made by Member Hoyt to approve the One Day Wine & Malt License for May 19, 2019 11:00 a.m. to 5:00 p.m. for Berkshire Running Center Steel Rail Half Marathon, second by Member Bush. Vote: unanimous.*

**Ratifications**

**Council on Aging Part-Time Administrative Assistant: Cynthia Fletcher.** A letter from Town Administrator Green was read, recommending the ratification of Cynthia Fletcher. A brief discussion took place regarding whether she will also be driving vans. *Motion made by Member Bush to ratify the appointment of Cynthia Fletcher to the position of Council on Aging Part Time Administrative Assistant, second by Member Blanchard. Vote: unanimous.*

**DPW Skilled Laborer: Timothy Morgan.** A letter from Town Administrator Green was read recommending the ratification of Timothy Morgan to the position of DPW Skilled Laborer. *Motion made by Member Hoyt to ratify the appointment of Timothy Morgan to the position of DPW Skilled Laborer, second by Member Blanchard. Vote: unanimous.*

**DPW Seasonal Laborers: Mike Durant, Ryan Horn, Raymond Keele, Ted Krutiak, Clarence LaBelle, Shawn Marko, Dean Morey and James Shea.** A letter from Town Administrator Green was read recommending the ratification of Seasonal Laborers as listed. *Motion made by Member Blanchard to ratify the appointment of Seasonal Laborers Mike Durant, Ryan Horn, Raymond Keele, Ted Krutiak, Clarence LaBelle, Shawn Marko, Dean Morey and James Shea to the positions of Seasonal Laborer, second by Member Hoyt. Vote: unanimous.*

**Approval of the Resolution to Adopt the Adams Hazard Mitigation Plan:** *Town Administrator Green* reviewed that there had been some discussion a couple prior and the resolution has now been provided. A presentation will be given to the Board in the near future. *Motion made by Member Nowak to approve the resolution to adopt the Adams Hazard Mitigation Plan, second by Member Bush. Vote: unanimous.*

**Approval of Town Election Warrant:** *Haley Meczywor, Town Clerk* advised that the Annual Town Election Warrant must be posted at least seven days before the election. She advised that transportation to the polls is available through the Council on Aging Office by calling 743-8333. Absentee Ballots are available in the Town Clerk's Office. The Fire District election is Tuesday, May 14<sup>th</sup> at the Adams Fire Station. The Council on Aging will provide rides to that election as well. A Specimen Town Ballot has been posted on the Town Website, and the Fire District will be asked for a copy of their ballot. *Chairman Duval* noted that the Fire District is having an open public session on Monday, April 22 at 6:30 pm at the fire station and urged people to attend to get questions answered. He advised that the Board of Selectmen will not comment on an election of another entity in town. *Motion made by Member Hoyt to approve the Town of Adams Town Warrant for Annual Election on Monday, May 6, 2019 from 7:00 a.m. to 7:00 p.m., second by Member Bush. Vote: unanimous.*

**Close Town Meeting Warrant:** It was explained that today is the last day for Citizens Petitions, and none have been received. The Board will vote on May 15<sup>th</sup> on the full Town Meeting Warrant and there will be no additions unless the full Board agrees to add something. *Motion made by Member Hoyt to close Town Meeting Warrant, second by Member Bush. Vote: unanimous.*

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**DEPARTMENT REPORTS:**

**Town Administrator Report:** *Town Administrator Green* advised it has been a very busy four weeks, thanked staff, constituents and the Board and advised he is giving everyone as much time as possible. He explained that if he is unable to give someone time or return a call to understand that it has been incredibly busy and he is prioritizing but also addressing concerns. He gave special thanks to the quick response by DPW staff. He noted that there are positive things happening with the town and it is a very exciting time to be in Adams. The Town has been designated by the Office of Energy and Environmental Affairs as a Municipal Vulnerability Preparedness Community (MVP) and eligible for grant funding in the future. He recounted that the Town was caught by storms a couple seasons ago and the damage was both extensive and costly. He advised that this is another avenue to apply for funding to address and mitigate concerns. He advised that the only open position for administrative staff now is the DPW Director and it has been budgeted for 6 months of FY2020. Community Development, the DPW Operations Supervisor, and the Town Administrator are sharing the duties and providing administrative support for the DPW.

**Town Counsel Report:** Town Counsel St. John III advised he reviewed and commented on a surety bond, a dealer application form, an employee leave notification, and a concern raised by the Fire Department. He advised that he had discussions with a MJD representative regarding the property and with staff concerning potential use of the site. He reported that he prepared an audit letter, reviewed and provided a comment to a question posted by the Assessor regarding property ownership. He met with the Code Enforcement Officer and prepared a complaint for Housing Court. He reported that he reviewed and commented on the Adams Hometown Market application for a license to sell beer and wine, and reviewed a question regarding an employee reappointment issue.

**SUB-COMMITTEE AND LIAISON REPORTS:** *Member Hoyt* advised that on April 5<sup>th</sup> she and Member Bush attended the Legislative Breakfast at Massachusetts Municipal Association and heard about issues affecting Berkshire County. She advised she attended a meeting with Berkshire Regional Transit Authority and the local delegation representing Adams. She advised that the charge was to become more innovative about transportation and they are looking at an application to introduce next year for "transportation on demand" to be more efficient than Uber or Lyft. She advised that they are looking at trolley transportation in North and South County. Discussion took place about the Route 2 Corridor, getting from The Clark Institute and Mass MoCA and the Train Station to Route 8 and connecting them by trolley. She noted they are thinking outside the box on how they can support transportation issues in the county. An Annual Report will be provided to the Board. She announced that there were two Ribbon Cutting events for existing businesses. Cutting Edge Fitness celebrated a 5 Year Anniversary on April 6<sup>th</sup> and there was a Grand Re-Opening of Lynda's Antique Clothing Loft. She encouraged local businesses to let the Board know of an opening, re-opening or anniversary celebration to book a ceremonial Ribbon Cutting. *Chairman Duval* advised that the Metropolitan Planning Organization (MPO) of Berkshire Regional Planning Commission (BRPC) reported that the expense of the Route 8 project has increased to \$7.8 Million or \$7.9 Million and MPO unanimously agreed to support the increase. He reported that the project is scheduled to begin in February and March of 2020 and citizens will see surveyors working on it. *Vice Chairman Nowak* advised there was a Cemetery Commission meeting regarding the Bellevue Cemetery storage shed and bids should be going forward this spring. He reported that there was an Adams Suffrage Centennial Celebration Commission (ASCCC) meeting and volunteers are needed to help with the celebration. He recommended that anyone willing to donate their time contact ASCCC Chair Pam St. John or the Town Administrator's Office. He reported that he attended the Finance Committee meeting and good discussion took place. *Member Bush* advised that there was a Parks Commission meeting. Discussion took place on who makes the decisions, who determines whether fields are playable or not, what fields are used and when field are closed. He advised that the Northern Berkshire Solid Waste Management District (NBSWMD) meeting and a speaker presented information about improving recycling and reducing costs. He advised that there was a Northern Berkshire Community Coalition meeting and a number of topics were covered regarding making the community more environmentally friendly. He noted that it takes longer for a paper bag to disintegrate than a plastic bag.



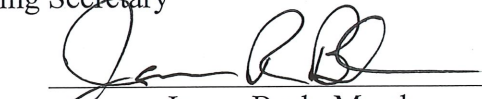
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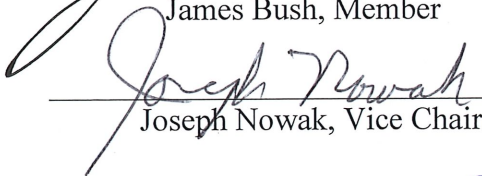
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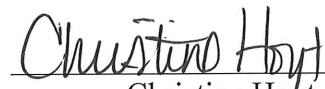
**ANNOUNCEMENTS AND GOOD OF THE ORDER:** *Member Blanchard* thanked the Maple Grove Civic Club for inviting him to their Candidate Forum but he was unable to attend due to work obligations. *Vice Chairman Nowak* reported that he has observed Park Street starting to deteriorate and the Town needs to give it attention. He noted that heavy traffic is creating pockets in middle of the road and there are cracks within surface of it that need to be addressed to stop the progression. He asked that the DPW to look at it and fill in the cracks so they don't open up any more. He announced that Earth Day is coming encouraged citizens to do what they can for the community by cleaning up the side of road by their houses. He noted that with climate change the focus of our society needs to be on leaving things better to be handed down to future generations. He advised that he went with the Hoosac Valley Girls' Basketball Team to Boston at the invitation of Representative John Barret, and Governor Baker gave the girls a proclamation from Commonwealth of Massachusetts. He reported that they saw the history of the state house and the girls really enjoyed it. He noted that the girls have put Adams on the map.

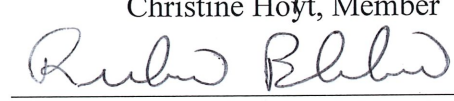
**ADJOURNMENT:** *Motion made by Member Blanchard to adjourn the meeting, second by Member Bush. Vote: Unanimous. Meeting adjourned at 7:55 p.m.*

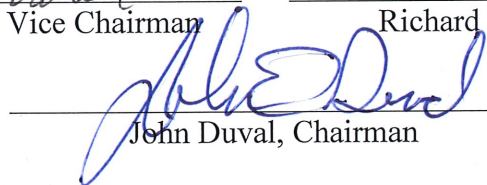
Respectfully Submitted by Deborah J. Dunlap,  
Recording Secretary

  
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James Bush, Member

  
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Joseph Nowak, Vice Chairman

  
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Christine Hoyt, Member

  
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Richard Blanchard, Member

  
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John Duval, Chairman