

# SELECTMEN'S WORKSHOP MINUTES

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Wednesday, July 31, 2019 at 6:00 PM

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TOWN HALL, 8 PARK STREET, ADAMS, MA 01220

TOWN CLERK  
ADAMS MASS.

1<sup>st</sup> Floor, Sun Room

On the above date the Board of Selectmen held a Workshop Meeting. The meeting was called to order by *Chairman Hoyt* at 6:00 p.m. In attendance were *Vice Chairman Bush*, *Members Blanchard*, and *Nowak*, as well as *Town Administrator Green* and *Community Development Director Cesan*. Member Duval was absent.

## NEW BUSINESS:

**Discussion on 20 East Street:** A review was made of the Youth Center notification that they will be vacating the property by September 30, 2019. A review of the property is being made by the Town Administrator, Building Commissioner and Community Development Director regarding the possibility of putting the property back out to bid. The Youth Center Director expressed concern about the level of services offered in Cheshire. The Summer Program through Adams is budgeted for \$15,000 and they are looking at a shuttle service to potentially keep it going. The 20 East Street property was noted as being beautiful and close enough to walk to the downtown for town services, as well as being very private, which lends itself to being used as housing. In 2015 RFPs were issued and the Town did not receive any. It was described as being a wood framed building with no basement, but built on a crawl space. The building has a challenge with moisture, and was appraised in 2014 at \$200,000. It was unclear what the current appraisal amount is due to continued deterioration. It was explained that the Building Commissioner and Electrical Inspector looked at the building and though it is not going to collapse the building was described as being "tired". It has broken windows, is painted in different colors, and has a disconnected elevator shaft that does not meet code. In 2005 EDM provided a feasibility study on the property and estimated at that time to be \$1.3 Million to bring it up to code. It was noted that the first floor has heaved and is not level due to an air flow issue. The building was described as having a beautiful fireplace, and the building's history was briefly outlined. A neighboring property owner had expressed concern about a shared driveway and large trucks wrecking the roadway. It was pointed out that in the past the property was recommended to be a good location for a townhouse investment. A suggestion was made to give the building to the Youth Center with the stipulation that the building comes back to the Town upon vacancy. It was noted that the Youth Center programs have been very useful for families in this community and the low income status of the families facilitated the ability to receive free lunch and dinner. It was suggested that if the Youth Center takes over the building, there must be an agreement to upkeep the building and bring it up to code. If the Youth Center moves to Cheshire meals would have to be brought in and there would be a loss of amenities, as well as a need to bus the kids to the program. Concern was expressed about the Youth Center having kids in the same building with the Appalachian Trail hikers. The continuation of the summer program taking place on Russell Field was discussed. The high cost of fixing the building by either the Youth Center or the Town was pointed out as being daunting, and it was noted that there are other possible locations to consider. Discussion took place about the use of the Senior Center and the Youth Center at the Adams Memorial School, and how an intergenerational mix would be healthy. An inquiry was made about the status of the Armory building, which is privately owned, and it is believed that parts of the building have been condemned. In the past local people proposed to use the Armory but the owner refused to make changes to the building. It was explained that the kids are able to utilize the School Nurse that is on duty for the summer school program. Discussion took place about whether a bid should go out for the building. It was explained that 30B requires a bid or RFP and the proposal can include factors other than just price.

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In the past the Town looked at what proponents would be included, and it could be criteria based. *Chairman Hoyt* disclosed that she had served on the Board of the Youth Center when the RFP took place previously, but has not been involved with the Youth Center in approximately three years. A brief review took place of the RFP components from the past. It was noted that if it is cost prohibitive to fix the property the RFP could allow for tearing down the building. It was noted that the Youth Center does not currently have a lease, but they do pay for the heat. The Town maintains the grass mowing and plowing, and any major issues with the building. It was noted that after the HVAC is installed the Adams Memorial School may be viable for youth after school. Funding for the HVAC has been received and it is expected to go out to bid by the end of next month. An RFP is expected to be issued for the Adams Memorial School in September. The field with the Adams Memorial School property was discussed for its possibilities, and it was noted that the Little League Park has had significant funding put into it. It was explained that if the classroom section became apartments there would need to be parking.

**Town Administrator's Goals:** It was explained that this is a follow-up from the June 11<sup>th</sup> workshop. A draft of the notes taken from the workshop was reviewed for editing. It was explained that a bridges database is being worked on. Databases on the roads, bridges, businesses and town building maintenance will be created. The discussion items from the economic development topics were reviewed, and business retention and growth were outlined. It was noted that Board Members will be given access to the electronic filing system to securely access files. Community identity was briefly touched on. Consideration was given to whether the Town Administrator's Goals would be for the term of the contract or for only for a year. It was noted that the evaluation of the Town Administrator will take place in the spring and a review of the status of the goals and their progress will take place. Parameters for the Town Administrator to know whether he is doing well were noted as being necessary, and it was discussed whether it should be a pass/fail or a tangible measurement of goals and their success. A collaborative approach including taking steps toward progress rather than completion of the goals was pointed out as being important. It was explained that the speed of government has a learning curve. It was pointed out that there are limited funding sources to accomplish goals. Though the Town is in a fiscally sound condition, this year the Town Hall roof is being done and next year they are looking at the Police Station. A little bit is being done every year. It was noted that the goal list will be fluid, as items will be continuously added and subtracted. It was pointed out that goals that are completed should remain on the list until after a review is done. A request was made to add the continuation of the Ashuwillticook Rail Trail through the Burnett Property to the list under the Economic Development section. It was noted that the budget was just signed by the Governor and it is a good time to work with the Legislators. It was explained that the Town Administrator is finalizing costs for the Welcoming Center at the Greylock Glen with Community Development Director Cesan. Follow-up work will be done with the Senator on some of the larger goals. It was explained that research could be done about getting a bus or transportation for people from the train to the Susan B. Anthony Birthplace Museum, the Greylock Glen, and other areas to bring people to the notable aspects of the town.

**Data Portal:** A brief review was done on how the portal works and what data would be accessible by the Board Members.

**ANNOUNCEMENTS AND GOOD OF THE ORDER:** Disappointment was expressed by Board Members regarding the behavior of several people that attended the 40R Planning Board Public Meeting. A review was done of the components of 40R and the content of the speaker's concerns. It was noted that there have been problems with the crosswalk signs being stolen, knocked down, and moved.

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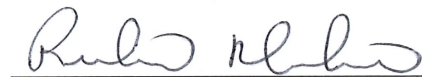
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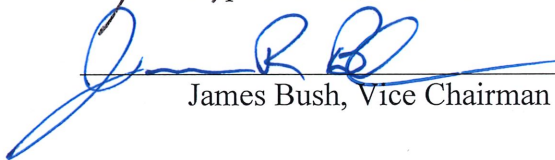
Hopefully the Town will be able to get new signs that are spring loaded and bolted down. Concern was expressed about the Adams Police not being visible, and a comparison was made with North Adams which has officers walking the beat. It was noted that discussions are ongoing regarding a new police structure to include a bike patrol. The Prudential Meeting took place and abatements were requested. It was noted that there is a lot of work to be done with the Water Department and they are having a significant problem with the big tank being too warm. A suggestion was made to double shell the tank. It was noted that Water Superintendent John Barrett has invited the Board Members to meet with him individually to have a tour of the facility. The Water Conservation Plan will be made available. An announcement was made of the First Ladies' Quilt and Nomination of Outstanding Ladies of the Community reception to be held in the Town Hall Art Lobby and Mahogany Room on August 2<sup>nd</sup>. A suggestion was made for Board Members to consider having a regular coffee hour open to meeting with the citizens.

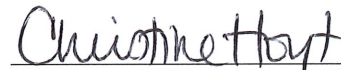
**ADJOURNMENT:** *Motion made by Member Blanchard to adjourn the meeting, second by Vice Chairman Bush. Vote: Unanimous. Meeting adjourned at 8:01 p.m.*

Respectfully Submitted by Deborah J. Dunlap,  
Recording Secretary

  
Joseph Nowak, Member

  
Richard Blanchard, Member

  
James Bush, Vice Chairman

  
Christine Hoyt, Chairman