

BOARD OF SELECTMEN

TOWN HALL BUILDING  
8 PARK STREET

Wednesday, May 26, 2021, 6:30 p.m.

BOARD OF SELECTMEN  
WORKSHOP MINUTES

RECEIVED-POST  
21 JUL 12 PM 2:10  
TOWN CLERK  
ADAMS MASS.

**CALL TO ORDER:** On the above date the Board of Selectmen held a workshop in the First Floor Board of Selectmen Room at Adams Town Hall, and on Zoom. The meeting was called to order at 6:30 p.m. by Board of Selectmen Chairman Duval. Present were Vice Chairman Hoyt, Members Blanchard, Nowak and Rosenberg, Town Administrator Green, Forest Warden Kleiner, Jack Guerino of iBerkshires, Chairman Dr. Rhoads, Catherine Foster and Code Enforcement Officer Mark Blaisdell and Administrative Assistant Dunlap.

**Chairman Duval** advised that “pursuant to Governor Baker’s March 12, 2020 *Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18*, and the Governor’s March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Town of Adams Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A recording of this meeting is available upon request.

**CALL IN:**

**Join Zoom Meeting:**

<https://zoom.us/j/91084007189?pwd=Nm5lRzE3U2lLL0pRZFeyZUhlLd2hKQT09> Meeting ID: 910 8400 7189; Passcode: 938566

**One tap mobile:** +19294362866,,91084007189#,,, \*938566# US (New York)

**Dial In:** 1(929) 436-2866; Meeting ID: 910 8400 7189; Passcode: 938566

**NEW BUSINESS**

**Discussion and review of ATV Purchase Request:** *Forest Warden Kleiner* reviewed that there was a wildlands fire in the Clarksburg area two weeks ago which mobilized the Forest Wardens and their ATV failed at the scene. It was noted that the ATV is thirty years old, and mechanically obsolete. He explained the need to replace the vehicle, presented the request to the Board of Selectmen last week and is here to discuss the results of the research and options to replace the vehicle. He noted that he is interested in a Ranger 1000 which seats three and has a little area on the body to carry equipment and supplies to get into the fire scene. He pointed out that the current vehicle cannot do that. He reviewed specifications on other options as well as the Ranger 1000. He advised that he went to Ronnie’s Sales & Service and they offered a deal on the vehicle for \$13,448 and a roof, which retails for \$380 and was reduced to \$260. He explained that he got quotes from South Side Sales and a Kubota dealership. He noted the vehicle was not a good fit due to its length, being higher and hydraulic dump bed as well as the need to go over the mountain for service. He explained that the vehicle will not fit the current trailer, which required looking into a 10-foot-long, 72-inch-wide trailer to fit the vehicle.

He noted its retail cost at \$3,030 which he could get for \$2800. He quoted the total amount needed at \$16,508. He explained the original aluminum trailer came through a MEMA Grant, and he would like it to stay with the Town as it is needed. It was clarified that the situation took place after the budget was created and there were no funds set aside for this expense so it would need to go to the Finance Committee for a Reserve Fund Transfer. The Reserve Fund is currently at \$135,000 as reflected in the pending Town Meeting Warrant. On the floor of Town Meeting it would be amended to reflect a transfer approved before then. An inquiry was made regarding the estimate from Ronnie's Cycle, who had provided a discount to the Forest Wardens on the quote. Concern was expressed about the machine showing online reports of having trouble with the reverse gear stalling. A request was made to look into finding any available grants from Mass Fire Services or the Commonwealth of Massachusetts or the Department of Conservation and Recreation (DCR) as recently grant money was given to the Snow Drifters for a new groomer. It was clarified that Forest Warden Kleiner applied for DCR grants and can receive a \$2,500 matching grant for service but has to show his staff get paid a certain amount of money for training classes. A request was made to call State Representative Barrett and Senator Hinds to advocate for it as the Town can show the need for the unit. The current vehicle's issues were outlined. *Vice Chairman Hoyt* thanked Chief Kleiner for doing the research and pointed out the reasonable amount. She noted the fleet schedule showed the vehicle was 32 years old and there are some other older vehicles that might be worth talking about and looking at grants to upgrade. It was explained that the department tries to repair them as much as possible. The umbrella concept of emergency response utilizing mutual aid was explained, as were tanker shuttle use for areas without a water source. Building and use of brush trucks was detailed, and the fleet of trucks was briefly reviewed. The specifications of the vehicle were outlined, as was its ability to carry a stokes basket safely. A grant from MEMA will be purchasing a unit that has a stretcher built into it, which is worth \$4,000. Chief Kleiner advised he is trying to get equipment to meet the needs of the present and the goal is to work through both Emergency Management and the Forest Wardens to use them for both. *Member Blanchard* inquired about whether there were plans to purchase a windshield. It was explained that sometimes they are good but it is also a risk to get it smashed on branches so there are pros and cons to having one. A desire to get a winch put on the unit was expressed. It will be outfitted with a mobile radio with four channels that can be programmed to the needed frequencies. The department has to buy the box and antennas but saved \$800. It was pointed out that the Department cannot effectively use a portable radio in the woods and needs something with more power. It was pointed out that this department has low budget equipment and rarely comes to the Board for an equipment issue. With the development of the Greylock Glen and the draw of the people it may be necessary to purchase equipment. It would not be effective to have to wait for another department to get there with another piece of equipment. *Member Nowak* noted that there are already hikers at the Greylock Glen and the parking lots are filled with cars up the sides of the roads. He explained an ATV can help but cannot get everywhere it would be needed to go. He expressed concern about the fleet age and pointed out that trucks and any type of equipment that isn't used much will have problems with seals, gaskets and brake shoes. He expressed it was time to look at the fleet and hopefully get grants for funding sources. It was noted that this is a volunteer department that takes pride in their equipment and its care. It was pointed out that the bay at the garage will be a tight fit for a trailer. ***Consensus of the Board was reached to bring this to next meeting for a vote.***

**Discussion on Liaison and Committee Assignments:** *Chairman Duval* advised the Town Administrator tried to align the sub-committees with the way the Town functions. He reviewed assignments from last year, and covered all boards in town. Accounting, the Treasurer and Assessors would be aligned with Budget and Finance. The Alternative Green category was removed.

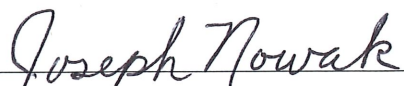
Downtown and Economic Development were added with Community Development, land use, and the Planning Board. The Legislative category was. Licensing would be the same. Health and Human Services would include the Council on Aging, the Board of Health, and Library. The Personnel Sub-Committee would remain the same. Public Works would include Facilities, Parks, Cemeteries, Water and Sewer. Youth Programs was removed. Strategic Planning would go on the Downtown and Economic grouping. *Town Administrator Green* advised there would be a total of eight sub-committees with the Greylock Glen. *Member Blanchard* requested an updated list with the changes be provided to the Board. *Vice Chairman Hoyt* advised there are 14 sub-committees and ad hoc committees and she was looking at the Massachusetts Municipal Association Selectman's Handbook and the Town's Board of Selectmen Handbook to mirror how this is laid out with all the different sections. She noted that in the Handbook, all responsibilities that fall with the Board of Selectmen are outlined and it makes sense to align the sub-committees with them. She pointed out that the sub-committee structure is in the Handbook for the Town of Adams; some have restrictions and some don't. She proposed a new structure with the sub-committees listed and explained having a description of what the sub-committee makeup should be would be helpful. She advised that if it is in the Handbook and the structure is in there, it would have to come before the Board twice before it could be adopted based on the policy in the beginning of the Handbook. *Member Blanchard* advised the Board would have to review the Personnel Handbook every year. *Vice Chairman Hoyt* emphasized that anything that changes in the Handbook much be reviewed twice. *Chairman Duval* advised it would move forward as soon as they are identified, even if temporary, and then get to the Selectmen's Handbook as he didn't want to hold up Board Members from doing work. *Vice Chairman Hoyt* advised it wouldn't be the full handbook but only that section and she volunteered to write it up. *Chairman Duval* advised that must happen within the next two meetings. *Member Rosenberg* suggested each sub-committee have a mission, or strategic direction to it, such as a Pro Forma Mission Statement. *Chairman Duval* advised this could be worked on over time. *Member Nowak* noted that the Town is very behind on the Town Charter review. He pointed out that the Open Space Plan and the Master Plan are time consuming and with a new Community Development Director coming on board these may be addressed. There are pressing items of business but the Town needs to find a way to work it into the work load without doing damage to other things. *Chairman Duval* outlined that the Greylock Glen Sub-Committee would be comprised of Member Nowak and himself, working with the Town Administrator and Community Development to make it happen. The Personnel Sub-Committee Members will be Vice Chairman Hoyt and Member Rosenberg. Finance, Budget, and Accounting Sub-Committee Members will be Chairman Duval and Vice Chairman Hoyt. Licensing and Permitting Sub-Committee Members will remain with Member Blanchard and Vice Chairman Hoyt. Public Facilities Sub-Committee Members will be Member Blanchard and Vice Chairman Hoyt. Public Safety Sub-Committee Members will be Member Blanchard and Chairman Duval. One Community Development Sub-Committee Member will be Member Rosenberg, as will Health and Human Services. *Member Nowak* inquired about the Conservation and Historical Commissions, Parks Commissions and Green Community grants. *Town Administrator Green* advised this would be the Public Facilities Sub-Committee, which has broad coverage. Scheduling of the sub-committees were reviewed. Liaison assignments were discussed. Berkshire Regional Planning Commission will continue to be covered by Chairman Duval as an Alternate Member. Berkshire Regional Transit Authority will be covered by Vice Chairman Hoyt. The schools were noted as being open. Mohawk Trail Woodlands Partnership will be Member Nowak, as will the Agricultural Commission. *Town Administrator Green* discussed the Hoosac Valley Regional School District budget last year regarding both municipal and school finance and how to move forward.

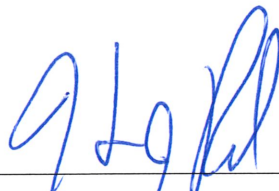
Member Rosenberg noted some structural changes need to happen requiring collaboration and communication.

**ANNOUNCEMENTS AND GOOD OF THE ORDER:** Member Nowak reported receiving a call from veterans who were not happy with bent veteran signs on poles and not standing up. Monday is Memorial Day and the Board and Town Administrator were invited to attend the ceremony at the Maple Street Cemetery at 11:00 a.m. There will be no parade this year.

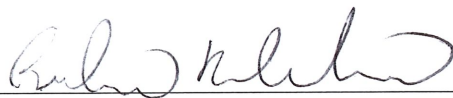
**ADJOURNMENT:** Motion made by Member Blanchard to adjourn, second by Vice Chairman Hoyt. Vote: unanimous. Motion passed. The meeting adjourned at 7:43 p.m.

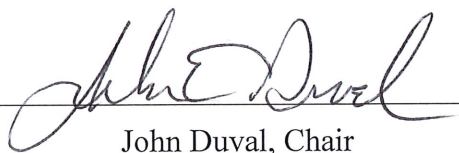
Respectfully Submitted,  
Deborah J. Dunlap, Recording Secretary

  
Joseph Nowak, Member

  
Howard Rosenberg, Member

  
Christine Hoyt, Vice Chair

  
Richard Blanchard, Member

  
John Duval, Chair