

WILLIAMSTOWN BOARD OF SELECTMEN
AGENDA

TOWN OF WILLIAMSTOWN

FEB 19 2015

MONDAY, FEBRUARY 23, 2015

7:00 P.M.

TOWN CLERK

1. **CHAIRMAN'S OPENING STATEMENT**
2. **SELECTMEN'S MINUTES:** January 26, 2015 (BoS Minutes 1.26.15)
3. **PUBLIC HEARING**
Public hearing for a change of manager, BillTown d/b/a Williams Inn, 1060 Main Street, Greta Kipp, Manager. (Form 43, Change of manager application)
4. **LICENSES AND PERMITS**
5. **ITEMS FOR SELECTMEN'S CONSIDERATION:**
 - A. Town Manager's Recommendation of Patricia Leach for appointment to the Historical Commission term ending June 30, 2015 (Pat Leach) (Appointment Letter 2.9.15, Citizen Activity Form, Leach Resume)
 - B. Presentation of FY14 Audit Review by Adelson and Co. (David Irwin) (Management Letter, Financial Statements)
 - C. Presentation by Destination Williamstown (Destination Williamstown Overview)
 - D. Request for Resolution Opposing Northeast Energy Direct Project of Tennessee Gas Pipeline in Massachusetts and Championing Sustainable Energy (Anne O'Connor and Shira Wohlberg)(Proposed Resolution, COOL committee Recommendation)
 - E. Economic Development
 - F. Funding for Spruces Land Reuse Survey
 - G. Accept resignation of Judy Ensign from the Northern Berkshire Cultural Council (Resignation email)
 - H. Accept resignation of Bob Kavanaugh from the Municipal Scholarship Committee (Resignation email)
6. **TOWN MANAGER'S REPORT** (Town Manager's Report, Spruces Map)
7. **PETITIONER REQUESTS**
8. **VOTE TO ADJOURN**

11:45 am
DT

Next scheduled Selectmen's meeting Monday, March 9, 2015 at 7:00 p.m.

**WILLIAMSTOWN BOARD OF SELECTMEN
AGENDA**

**MONDAY, FEBRUARY 9, 2015
7:00 P.M.**

TOWN OF WILLIAMSTOWN

FEB 09 2015

TOWN CLERK

1 30 pm DT

1. **CHAIRMAN'S OPENING STATEMENT**
2. **SELECTMEN'S MINUTES:** January 26, 2015
3. **PUBLIC HEARING**
Public hearing for a change of manager, BillTown d/b/a Williams Inn, 1060 Main Street, Greta Kipp, Manager. amended
4. **LICENSES AND PERMITS**
5. **ITEMS FOR SELECTMEN'S CONSIDERATION:**
 - A. Town Manager's Recommendation of Patricia Leach for appointment to the Historical Commission term ending June 30, 2015 (Pat Leach)
 - B. Presentation of Audit Review by Adelson and Co. (David Irwin)
 - C. Presentation by Destination Williamstown
 - D. Discussion with Planning Board – Spring Street, ~~Water Street~~, Master Plan, Administrative Changes to Zoning Bylaw
 - E. Selection of Town Manager Search Consultant
 - F. Appointment of Town Manager Search Committee
 - G. Economic Development
 - H. Accept resignation of Judy Ensign from the Northern Berkshire Cultural Council
 - I. Accept resignation of Bob Kavanaugh from the Municipal Scholarship Committee
6. **TOWN MANAGER'S REPORT**
7. **PETITIONER REQUESTS**
8. **VOTE TO ADJOURN**

Next scheduled Selectmen's meeting Monday, February 23, 2015 at 7:00 p.m.

MINUTES
WILLIAMSTOWN BOARD OF SELECTMEN
February 23, 2015
7:00 PM

Present: Andrew Hogeland, Hugh Daley, Jane Patton

Absent: Ron Turbin, Chairman, Tom Sheldon

Others Present: Peter Fohlin, Debra Turnbull, Wendy Penner, Shira Walburg, Anne O'Connor, Lori Robbins, Greta Kipp, Dave Erwin, Janet Saddler, Donna Estes, Patricia Leach, Sandra Thomas, Carol Stegeman

CHAIRMAN'S OPENING STATEMENT- None

1. **SELECTMEN'S MINUTES-** Mr. Daley made a motion to accept the January 26, 2015 minutes. Mr. Hogeland seconded the motion. The motion passed 3-0-0.
2. **PUBLIC HEARING:** Ms. Patton opened the public hearing at 7:05 pm for the change of manager for Williams Inn from David Faulkner to Greta Kipp. Ms. Kipp stated that she is TIPS trained. All staff serving alcohol are also TIPS trained. Mr. Hogeland emphasized the town's focus on adhering to all liquor laws. Ms. Kipp agreed to follow all laws. Ms. Patton closed the public hearing at 7:10 pm. Mr. Hogeland made a motion to approve the change of manager to Greta Kipp at the Williams Inn. Mr. Daley seconded the motion. The motion passed 3-0-0.
3. **LICENSES AND PERMITS-** None
4. **ITEMS FOR SELECTMEN'S CONSIDERATION:**
 - a. Town Manager's Recommendation of Patricia Leach for appointment to the Historical Commission term ending June 30, 2015 (Pat Leach). Pat Leach attended the selectmen's meeting expressing her interest in the Historical Commission. Mr. Daley made a motion to accept Mr. Fohlin recommendation of Ms. Leach. Mr. Hogeland seconded the motion. The motion passed 3-0-0.
 - b. Presentation of FY14 Audit Review by Adelson and Co. (David Irwin) Mr. Irwin spent an hour reviewing the results of the FY14 financial audit. Mr. Irwin complimented the accounting office for their sound accounting practices. The town's combined ending fund balance, or total net position (assets minus liabilities), on June 30, 2014 was \$31,512,180. Total net position decreased during fiscal 2014 by (\$588,828) as a result of an increase in business type assets (water/sewer and landfill) of \$79,095 and a net decrease in government assets of (\$667,903). The Town's total debt on June 30, 2014 of \$5,481,400 is higher than the previous June 30 by

\$1,416,400 as a result of scheduled retirements of \$583,600 and issuance of a short term state aid anticipated note of \$2,000,000 issued May 20, 2014 at a rate of .45% to provide working capital during the closure of the Spruces. The town has received over \$500,000 from FEMA/MEMA which triggers another audit. These Spruces expenditures were audited and deemed appropriate. Budgetary highlights for the General Fund include a 4.5% increase in state and other related aid from \$2,029,899 to \$2,121,277. Earnings on invested funds increased by \$8,023.

Additional taxes on new construction totaled \$57,656.

Snow and ice budget was \$158,350 over budget.

Truck replacement of \$161,785

Mr. Daley made a motion to accept the Adelson Audit Report for FY14.

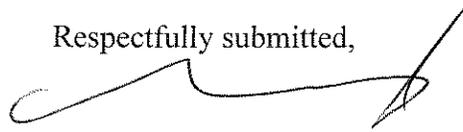
Mr. Hogeland seconded the motion. The motion passed 3-0-0.

- c. Presentation by Destination Williamstown (Sandra Thomas) Ms. Thomas presented the Destination Williamstown website to the Board of Selectmen at the invitation of the Board Chairman, Ron Turbin. Ms. Thomas reviewed the functionality of the site for tracking Williamstown and surrounding area events. Destination Williamstown is seeking ways to sustain the website. Vice Chair Patton stated that the board will continue to look for ways to create synergy with the town, chamber and Destination Williamstown.
- d. Request for Resolution Opposing Northeast Energy Direct Project. Shira Wohlberg, Anne O'Connor and Wendy Penner presented the revised resolution and COOL committee recommendations to the board of selectmen. The board declined to adopt the resolution. The presenters plan to pursue a town warrant article to be voted on at the town meeting. The board felt this would be more representative of the community's opinion regarding support for or against the resolution.
- e. Economic Development- Mr. Hogeland notified the board that the EDC would be seeking funding of a community survey and public forums regarding economic development. The outreach effort is asking for \$2,000 for the outreach effort. The community survey which will include questions on the Spruces Lands Reuse. The Board of Selectmen will use \$1,000 from the travel budget and \$1,000 from the Clerical budget to fund the survey. Mr. Hogeland made a motion to fund the outreach efforts with a survey. Mr. Daley seconded the motion. The motion passed 3-0-0.
- f. Funding of Spruces Land Reuse Survey- Mr. Hogeland notified the Board of Selectmen that the Spruces Land Use Committee would be coming to the board for funds in the FY2016 budget to pay for design plans for the Spruces when it becomes town land a year from now. The goal was to have a preferred plan and budget prepared in time for the May 2016 town meeting, with construction to follow thereafter. The Board of Selectmen will need to approve the proposed expenditure for

inclusion in the town budget and present it to the Finance Committee during the month of March. Ms. Patton asked that the Spruces Land Use Committee be respectful of the residents as they deal with the loss of their community. Mr. Hogeland explained that even if planning proceeded during FY2016, there would probably still not be any construction activity until after at least town meeting in May 2016, long after the Spruces was vacated in early 2016.

- g. Accept resignations of Judy Ensign from the Northern Berkshire Cultural Commission and Robert Kavanaugh from the Municipal Scholarship Committee. Mr. Hogeland made a motion to accept the resignation with thanks for their service. Mr. Daley seconded the motion. The motion passed 3-0-0.
5. **TOWN MANAGER'S REPORT**- See attached and at www.williamstown.net.
 6. **PETITIONER'S REQUEST**- None
 7. **OTHER** – None
 8. **ADJOURN**. Mr. Daley moved to adjourn the meeting at 9:08 pm. The motion was seconded by Mr. Hogeland. The motion passed 3-0-0.

Respectfully submitted,



Andy Hogeland
Secretary