

AGENDA
WILLIAMSTOWN BOARD OF SELECTMEN
Monday, June 10, 2013
7:00 P.M.

4:15 PM
TOWN OF WILLIAMSTOWN

JUN 06 2013

TOWN CLERK

1. CHAIRMAN'S OPENING STATEMENT

2. SELECTMEN'S MINUTES May 29, 2013

3. LICENSES AND PERMITS:

A. Request from the Williamstown Theatre Foundation, 84 Spring Street, Sara Harris/Joe Finnigan for Two One-Day Temporary Liquor Licenses:

i. Thursday, June 27, 2013, at the '62 Center Dance Studio and Lawn from 4:30 p.m. to 11:30 p.m. for an Opening Night Celebration

ii. Monday, July 22, 2013, at the '62 Center Theatre Dance Studio from 8:30 p.m. to 11:30 p.m. for a Lewis Black Reception

4. ITEMS FOR SELECTMEN'S CONSIDERATION

A. Manning Street Block Party (Bayliss)

B. Solarize Williamstown (Penner)

C. Public Safety Building Study Committee

D. HMGP Grant Contract

E. Long Term Coordinating Committee Update (Allen)

F ~~E~~. Selectmen's Re-appointments:

Affordable Housing Committee – terms to expire June 30, 2014
Cheryl Shanks, Cathy Yamamoto, Charles Bonenti, Van Ellet
Bilal Ansari, Leigh Short

Affordable Housing Trust Board – terms to expire June 30, 2015
Thomas Sheldon, Richard DeMayo

Berkshire Public Health Alliance Alternate – term to expire June 30, 2015
Jeffrey Kennedy

Fence Viewers – terms to expire June 30, 2014

Marilyn Kirby, Cheryl Shanks

Mobile Home Rent Control Board – terms to expire June 30, 2016
Jack Nogueira, John Luczynski

Municipal Scholarship Committee – term to expire June 30, 2016
Robert Kavanaugh

Planning Board Associate Member – term to expire June 30, 2016
Susan Schneski

Sign Commission – term to expire June 30, 2018
Stuart Armet

Zoning Board of Appeals – terms to expire June 30, 2018
David Levine, Lawrence Wright (Associate Member)

G F. Confirmation of Town Manager's Re-appointment of Thomas V. Ellet to the Conservation Commission with a term ending June 30, 2016

H G. Confirmation of Town Manager's Re-appointment of Barbara McLucas to the Historical Commission with a term ending June 30, 2016

I H. August Meeting Schedule

5. PETITIONER'S REQUEST

6. TOWN MANAGER'S REPORT

7. OTHER BUSINESS

8. ADJOURN

Next Selectmen Meeting – Monday, June 24, 2013

MINUTES
WILLIAMSTOWN BOARD OF SELECTMEN
Monday, June 10, 2013
7:00 P.M.

Present: Jane B. Allen, Chairman, Thomas E. Sheldon, Ronald Turbin, Jane Patton

Absent: David A. Rempell

Others Present: Eric Kerns, Scott McGowan, Ken Swiatek, Cathy Yamamoto, Susan Puddester, Bob Scerbo, Peter Fohlin, Kathy Poirot

1. **CHAIRMAN'S OPENING STATEMENT** – Ms. Allen spoke about the loss and damage in town caused by the rain storm that occurred on the evening of May 29. She referred to the many roads that had washed out and the loss of a culvert at Mr. Stinson's farm and she thanked the Public Works employees and Mr. Fohlin for their ongoing efforts in repairing the damage.
2. **SELECTMEN'S MINUTES May 29, 2013** – Mr. Turbin moved to approve the May 29, 2013 minutes. Mr. Sheldon seconded and the motion carried 4-0-0.
3. **LICENSES AND PERMITS:**

A. Request from the Williamstown Theatre Foundation, 84 Spring Street, Sara Harris/Joe Finnegan for Two One-Day Temporary Liquor Licenses:

- i. Thursday, June 27, 2013, at the '62 Center Dance Studio and Lawn from 4:30 p.m. to 11:30 p.m. for an Opening Night Celebration as shown on the accompanying floor plan.

Ms. Patton moved to approve the request as written for June 27, 2013. Mr. Sheldon seconded and the motion carried 4-0-0.

- ii. Monday, July 22, 2013, at the '62 Center Theatre Dance Studio from 8:30 p.m. to 11:30 p.m. for a Lewis Black Reception as shown on the accompanying floor plan.

Mr. Sheldon moved to approve the request as written for July 22, 2013. Ms. Patton seconded and the motion carried 4-0-0.

4. **ITEMS FOR SELECTMEN'S CONSIDERATION**

A. Manning Street Block Party (Jarrett Bayliss) Mr. Turbin moved to allow the road closure at the bottom of Front Street where it intersects Cole Avenue, and on Manning Street where it intersects John Street for the Manning Street Block Party to be held Saturday, July 13, 2013 from 4:30 – 8:30 p.m. Mr. Sheldon seconded and the motion carried 4-0-0.

B. Solarize Williamstown – Ms. Penner gave a short presentation announcing the Solarize Mass Williamstown, a cooperative effort between state and local officials, volunteers, residents and small business owners coming together to significantly increase the number of solar installations in town. She said that the more people who sign up, the greater the savings. Town members involved in this initiative are Jason McNair – municipal program support, Jake Laughner – community solar coach, community outreach coordinator and installation liaison, the Williamstown COOL Committee and the selected solar installer. The installer will be selected through a competitive bidding process. The program timeline will run through the summer and homes and businesses will have until September 30 to sign contracts to lock in program savings. Ms. Penner distributed flyers summarizing the program to the Board. (Flyer located in the Town Manager’s office)

C. Public Safety Building Study Committee – On behalf of the Williamstown Police Association, Local 424 AFL-CIO, Sergeant Scott McGowan requested that the Board consider appointing a WPA representative to the Public Safety Building Study Committee. He said that a union representative could offer a valuable point of view to the Committee and asked that the Board appoint him. After a short discussion, the Board agreed that since a member of the Prudential Committee/ Fire District is a current Committee member, a WPA member should also be appointed. It was also noted that this committee will only make recommendations to the selectmen. Mr. Sheldon moved to appoint Sergeant McGowan to the Public Safety Building Study Committee. Ms. Patton seconded and the motion carried 4-0-0.

D. HMGP Grant Contract – Mr. Fohlin asked that the Chairman sign a document that had been missing from the original grant contract referred to as the “Single Audit Act.” He also distributed replacement documents for the Board’s Grant Contract binders.

Mr. Fohlin also gave an update regarding the transfer of the Spruces to the Town. He said the Town and Morgan Management have reached a tentative agreement for the transfer of the park. Morgan Management will need to sign off on an agreement conveying the park to the Town. Mr. Fohlin said he preferred a friendly eminent domain “taking” but it could be a purchase agreement. Once the agreement is signed, Morgan Management will send residents a certified letter notifying them of its intent to sell the park and to inform residents of their right of first refusal. The residents will have 45 days from receipt of the letter to match the \$600,000 amount, which Morgan Management will be compensated out of the federal housing mitigation grant that is underwriting the town’s acquisition of the park. Mr. Fohlin explained if 51% of the residents decide to purchase the park or to convey their right of first refusal to a third party who intends to buy the park,

the deal between Morgan Management and the Town is null and void. If 51 percent of the residents do not take that step within the 45 day window, a Special

Town Meeting will be called to acquire the park. Under the terms of the FEMA grant, the town will then notify the residents that the park will close in two years in October 2015. Mr. Fohlin told the Board that MEMA has suggested that the town consider using a portion of the grant funds to hire a consultant to help find “decent, safe and sanitary” housing for the residents displaced by the park’s closure. The town has a legal obligation under the grant to offer at least one housing option to each current resident.

E. Long Term Coordinating Committee Update – Ms. Allen reported that the Committee held a listening session May 31 at the Spruces and on June 3, the Committee hosted John Broderick, an affordable housing developer from Vermont. She said at the next meeting on June 17, the Committee will begin site evaluations, begin to develop criteria and Mr. Scerbo has been invited to speak on his development experience.

F. Selectmen’s Re-appointments:

Affordable Housing Committee – terms to expire June 30, 2014

Mr. Turbin moved to re-appoint Cheryl Shanks, Cathy Yamamoto, Charles Bonenti, Van Ellet, Bilal Ansari, and Leigh Short to the Affordable Housing Committee with terms expiring June 30, 2014. Mr. Sheldon seconded and the motion carried 4-0-0.

Affordable Housing Trust Board – terms to expire June 30, 2015

Mr. Turbin moved to re-appoint Thomas Sheldon and Richard DeMayo To the Affordable Housing Trust Board with terms expiring June 30, 2015. Ms. Patton seconded and the motion carried 3-0-1. Mr. Sheldon abstained.

Berkshire Public Health Alliance Alternate – term to expire June 30, 2015

Mr. Sheldon moved to re-appoint Jeffrey Kennedy as an alternate to the Berkshire Public Health Alliance. Ms. Patton seconded and the motion carried 4-0-0.

Fence Viewers – terms to expire June 30, 2014

Mr. Turbin moved to re-appoint Marilyn Kirby and Cheryl Shanks as Fence Viewers with terms expiring June 30, 2014. Ms. Patton seconded and the motion carried 4-0-0.

Mobile Home Rent Control Board – terms to expire June 30, 2016

Mr. Sheldon moved to re-appoint Jack Nogueira and John Luczynski to the Mobile Home Rent Control Board with terms expiring June 30, 2016. Mr. Turbin seconded and the motion carried 4-0-0.

Municipal Scholarship Committee – term to expire June 30, 2016

Mr. Turbin moved to re-appoint Robert Kavanaugh to the Municipal Scholarship Committee with a term expiring June 30, 2016. Mr. Sheldon seconded and the motion carried 4-0-0.

Planning Board Associate Member – term to expire June 30, 2016

Mr. Turbin moved to re-appoint Susan Schneski as Planning Board Associate Member with a term expiring June 30, 2016. Mr. Sheldon seconded and the motion carried 4-0-0.

Sign Commission – term to expire June 30, 2018

Mr. Turbin moved to re-appoint Stuart Armet to the Sign Commission with a term expiring June 30, 2018. Ms. Patton seconded and the motion carried 4-0-0.

Zoning Board of Appeals – terms to expire June 30, 2018

Mr. Sheldon moved to re-appoint Lawrence Wright as an Associate Member to the Zoning Board of Appeals. Ms. Patton seconded and the motion carried 4-0-0.

G. Confirmation of Town Manager’s Re-appointment of Thomas V. Ellet to the Conservation Commission with a term ending June 30, 2016 – Mr. Turbin moved to confirm the Town Manager’s re-appointment of Thomas V. Ellet to the Conservation Commission. Mr. Sheldon seconded and the motion carried 4-0-0.

H. Confirmation of Town Manager’s Re-appointment of Barbara McLucas to the Historical Commission with a term ending June 30, 2016 – Mr. Sheldon moved to confirm the Town Manager’s re-appointment of Barbara McLucas to the Historical Commission. Ms. Patton seconded and the motion carried 4-0-0.

I. August Meeting Schedule - Mr. Turbin moved that the Board meet only one time in August on the 12th, with their next meeting September 9, and to hold a meeting on August 26 if necessary. Mr. Sheldon seconded and the motion carried 4-0-0.

5. **PETITIONER'S REQUEST** - None

6. **TOWN MANAGER'S REPORT** – See attached and at www.williamstown.net

7. **OTHER BUSINESS** – Mr. Sheldon said that at a joint meeting of the Affordable Housing Committee and the Affordable Housing Trust Board, they delineated the two Boards' responsibilities in that the Trust Board would provide the treasury to manage projects and assist with the RFP process.

Ms. Patton reported she has posted the Public Safety Building Study Committee for June 25th at 7 p.m.

8. **ADJOURN** – Ms. Patton moved to adjourn at 8:10 p.m. Mr. Sheldon seconded and the motion carried 4-0-0. The next Selectmen Meeting is Monday, June 24, 2013.

Respectfully submitted,



Jane Patton, Secretary

INTEROFFICE MEMORANDUM

TO: BOARD OF SELECTMEN
FROM: PETER L. FOHLIN, TOWN MANAGER
SUBJECT: TOWN MANAGER'S REPORT 2013-11 JUNE 10, 2013
<http://www.williamstown.net>
DATE: JUNE 10, 2013
CC: DEPARTMENT HEADS

THE SPRUCES

Attorneys for Morgan MHP, LLC and the Town have apparently reached tentative agreement to transfer The Spruces. Morgan has agreed to send notice to the park residents with an offer of first refusal for \$600,000. This right of first refusal will be available for 45 days after notice by certified mail and must be accepted by 51% of the park residents. Attorneys are putting final touches on an agreement for review by the Selectmen hopefully at the next meeting on June 24. Final approval of the property transfer must be by a vote of town meeting.

MEMA is suggesting that the Town contract with a relocation consultant. Such consultant would be a professional experienced in the FEMA/MEMA process to assure the tenants receive correct compensation and they are relocated to "decent, safe, and sanitary housing." Most of the experience in this process resides around the "Big Dig", so we are unsure of how this might play out here.

DPW Director Tim Kaiser and I are meeting with FEMA/MEMA on Wednesday in Boston for the grant kickoff meeting. Selectmen have been invited to attend.

TOWN CLERK

Special State Election for United States Senator will be held on Tuesday, June 25, at the elementary school on School Street. The deadline to register to vote, if not already registered, was Wednesday, June 5.

A \$10 late fee will be applied to all dog license renewals after June 15.

COUNCIL ON AGING

On Thursday, June 13, at 1:00 p.m. Geneva Health Care nurse Doris Garsen will speak at Harper on skin care. As we head into the summer months a refresher on the fundamentals of skin care in the sun is most definitely warranted. Refreshments, of course.

On Tuesday, June 18, Tara Johnson, a Speech Pathologist at NARH, will be at the Harper Center to talk about communication and various factors impacting it. Johnson is certified in the "Lee Silverman Voice Treatment" technique which is used to treat individuals with communication impacting neurological conditions such as Parkinson's Disease. LSVT focuses on increasing vocal loudness which when combined with other therapeutic interventions may

improve speech functions. She will also touch upon memory issues and how these are related. Johnson is one of a small handful of specialists in the New England region certified in this therapy. She will speak at 12:30 and will be preceded by a luncheon at noon. Contact the Harper Center for information at 458-8250

PUBLIC WORKS

The intense rain event that occurred during the evening of May 29 caused significant damage in numerous locations around town. Some of the most notable include the loss of two large diameter culverts on Treadwell Hollow Road, the near loss of Petersburg Road, and extensive trenching of other roads including Berlin, Bee Hill, Stratton, and upper Luce.

DPW crews have been working exclusively on damage repair. To date, all basins and culverts have been opened, Petersburg and Bee Hill Roads have been repaired, and temporary brook crossings have been put in place on Treadwell Hollow. The permanent replacement culverts for that location are being manufactured now and are expected to arrive on June 13. There are still many weeks of work ahead of us to get the town back in a pre-storm condition.

S. M. Gallivan of Troy, NY was the low bidder at \$4.19 per ton for crushing salvaged pavement material stockpiled at the DPW yard into a usable road sub-base material. They are expected to begin work the week of June 10 and be done with the job by the end of June.

Contracts for the replacement of the Latham Street Culvert have been executed. Given the lead time required to manufacture the precast culvert, we don't expect to see activity at the site for 6 to 8 weeks.

FINANCE DEPARTMENT

Transfer Station stickers went on sale Monday last week. 70 stickers were sold in the first three days. Most are primary stickers. All prices remain the same as 2006.

PUBLIC SAFETY

There were twelve (12) vehicle crashes this reporting period: eleven (11) roadway collisions, (three of which were rain-storm related), and one (1) minor parking lot collision.

An officer was in the process of closing the roadway near Coyote Flaco Restaurant on Cold Spring Road. The officer was outside the cruiser which had all emergency lights activated to the front and the rear. The cruiser was parked directly in the center of the roadway straddling the double yellow line to make it more visible in the event a motorist was traveling that section of roadway. The officer was also wearing his ANSI approved fluorescent green rain jacket to provide the highest visibility and safety on the dark roadway during the storm

After placing the final road closure sign in the traveled way, the officer turned to enter the cruiser again on the driver's side, and he heard a car approaching from the south at what sounded like excessive speed. The officer immediately noticed a sedan directly near the front of the cruiser traveling at him at an estimated 45+ miles per hour. The officer waved his arms at the vehicle and jumped up against the side of the truck/trailer in an effort to avoid being struck. The driver's door of the cruiser was open at the time and as the speeding vehicle passed, the door slammed shut (no visible damage or contact marks were observed on the cruiser door so it is unknown if the vehicle made contact with the cruiser door or if the force of the wind/air from the passing vehicle shut the door). As the vehicle passed the officer, it struck the reflective, lime green barricade that was

blocking the roadway, throwing the barricade up into the air approximately 8-10 feet. The barricade was destroyed when it landed several yards down the roadway. The operator was later issued a citation and a request was made to the RMV for her license to be immediately suspended pending an RMV review of her ability to safely operate a motor vehicle.

A total of fifty-nine (59) MV stops were conducted during the reporting period, with fifty-nine (59) citations issued, recording seventy-three (73) violations. Forty-five (45) parking violations were issued this reporting period.

Since the last reporting period, five (5) criminal charges were taken against four (4) individuals for the following:

05/20/13	Vandalize Property (x2)
05/31/13	Possession of a False ID
06/03/13	Operate with a Suspended License; Speeding

One (1) additional individual was held in Protective Custody during this reporting period.

Five hundred twenty-one (521) calls for service were received at the Dispatch Center from Thursday, May 23, 2013 to Thursday, June 06, 2013 (7 a.m.):

Police – 393 Ambulance – 116 Fire – 12