

Town of Hawley
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Hawley, MA 01339
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Town of Hawley, Massachusetts
Minutes of Selectmen's Meeting – May 31, 2016

Present: John Sears, Bob MacLean, Hussain Hamdan– Board
Cass Nawrocki – Administrative Assistant
Virginia Gabert, Pam Shrimpton, Chris Tirone, Dan Nietsche (Franklin Regional Council of Governments), Greg Cox, Courtney Hoyt, Brendan Dekoschak.

The meeting was called to order at 7:30 p.m.

- 1. Review and signing of treasury warrant.**
- 2. Review and acceptance of prior meeting minutes. 4/26/16; 5/3/16; 5/11/16.**
- 3. Town Official Appointments.** Cass presented the Board with Appointments which are due for reappointment – Tree Warden (from now on, the Tree Warden will automatically be the same person as the Highway Superintendent), Fire Chief, Emergency Management Director, Constable, Conservation Commission, Burial Agent, Measurer of Wood, Representative to the Regional Emergency Planning Commission, and Agricultural Commission. Cass should go ahead and see if the same people would like to continue and if not, consult with the department heads for suggestions of who else to try.
- 4. Chapter 90 paperwork.** The Board signed for Brendan Dekoschak to be signatory for Chapter 90.
- 5. Highway Supply bids.** Virginia stated that the bid process has been delayed this year and will commence soon. There was discussion that there is no need for sealed bids if cost is under \$35k. If it is between \$10-35 thousand, we would need to seek three quotes. Brendan has been calling around to get some idea of current prices. Brendan and Hussain discussed disaster situations and agreed that the pre-disaster bidding process seems like a good idea.
- 6. Executive Session discussion.** The reasons for using Executive Session can include litigation, mediation, collective bargaining, personnel issues, preliminary screening of candidates, negotiation with nonunion members, confidential matters, discussion regarding issues of character, etc. Hussain said that we can use Executive Session to good advantage – for example in the recent police chief position discussion with the Ashfield Police Chief. There was general discussion as to how an Executive Session would be instigated. The Selectboard will alert the Administrative Assistant to put it last on the Agenda.
- 7. Multi Agency Coordination Center (MACC) Memorandum of Understanding (MOU).** Dan Nietsche from Franklin Regional Council of Governments (FRCOG), Emergency Preparedness Coordinator, introduced a starting budget for MACC, the new centralized emergency communication system, and is now seeking Hawley's

support. The cooperative effort was initiated after Irene occurred. Dan explained that MACC does not supersede local authority but can be a tool to help. Now, it is free, but if the number and intensity of events gets high, there may end up being a cost. The Massachusetts Emergency Management Association (MEMA) has been involved in the planning process and the MACC process is similar. Having a centralized emergency communication system, which will lighten MEMA's load and broker solutions. John was concerned about adding more steps, but Dan stated that Barnstable has been operating its MACC for over ten years and it has worked well. Greg distrusts adding layers and is concerned over change of command issues; however, overall, working with MEMA for Irene went well, except for a major communication glitch which occurred with a former Selectboard member who was acting on his own. John questioned if MACC could have helped smooth things in an Irene type event. Dan stated that MACC would only help when asked and would work with any size event, even small ones that MEMA would not get involved with. Dan said that MACC would help coordinate evacuations and could help with arranging the return of emergency equipment. Connectivity is always an issue in Hawley and Greg stated that the radio towers always worked when nothing else did. Brendan thinks the MACC would be helpful. It was agreed that the agencies currently in place all have their shortcomings. Greg thought that if MACC could help just with communications, that would be a real plus. Hussain moved that the board sign the MOU, John seconded, all voted in favor.

8. Use of Town Counsel. Hussain questioned if there is a policy regarding contact with Town Counsel. At present none is in writing. John stated that contact is often dictated by time restraints, such as if the Town Clerk needs to make an inquiry to obtain information before a meeting. Hussain thinks there should be a policy and agreed to draft a proposed policy to be considered at a later meeting.

9. Any other business not reasonably anticipated prior to posting this agenda.

a. Highway Garage issues. Brendan is concerned about possible OSHA violations, especially concerning the lack of hard hats, eye and ear protection, eye wash, etc. and states that the fire department needs to have access to the toilet, water, etc., which it now does not. He plans to move his office upstairs which will allow the fire department ready access to the bathroom. He stated that a surveillance camera system might be needed at the garage and also an outside water spigot for the fire department would be good. John suggested that Brendan make a list of changes he'd like to do with projected costs. Brendan will get a list together of personal protection gear and the likely cost; he is not sure how far his budget money will go, being new in his position. Hussain suggested that he, Virginia, and Brendan should sit and discuss a surveillance system at the garage. Hussain stated that a large purchase such as a camera system should not come out of Highway budget. Brendan stated that some limited changes such as providing bathroom access to the fire department would go far in healing rifts between the two departments. John asked if Brendan needs more of Richie's (Richie is retiring) time for orientation and training, but Brendan says he is fine without more. In the future, Brendan is interested in exploring grant money and government surplus supplies and equipment. Hussain stated that the fire department knows a lot about government surplus, but Greg stated that sometimes the quality is poor and the equipment can be impossible to get rid of once you have it.

- b. Virginia's vacation.** Virginia reminded everyone that she will be away from June 15 – the 22nd.
- c. Update on animal control.** Chris presented a bill for Amoxicillin for a stray cat which he is presently holding.
- d. Letter from the Colrain Selectboard.** John described a letter to Wired West, withdrawing Colrain from the Wired West cooperative. The letter also asked that any reference to the town be removed from the Wired West website and that any residents of Colrain who have paid a sign-up fee should be refunded immediately.
- e. Franklin County Solid Waste Management District.** John stated that the Board of Representatives had sent their quarterly report which includes the program Director's Report and the Executive Director's Report. There is currently no Hawley representative on their board.
- f. Police duties.** Bob has spoken with his nephew who is employed at the Sheriff's department who states that the department does do details and does legal service. If Jared in Charlemont does the firearms task, perhaps the Sheriff might do the rest. Bob suggested we speak with the Sheriff about how his department could be of help. Cass will follow up.

There being no further business, the meeting was adjourned at 9:26 pm.

Respectfully submitted,
Cass Nawrocki, Administrative Assistant

Minutes accepted by Board of Selectmen:

John Sears

Hussain Hamdan

Robert MacLean

Appendix A - Relevant documents:

- Memorandum of Understanding for Emergency Management Coordination Services between Franklin Regional Council of Governments on behalf of the Franklin County Regional Emergency Planning Committee and Town of Hawley, MA.
- Franklin County Multi-Agency Coordination Center. What is a MACC?....
- Franklin County Multi-Agency Coordination Center. Concept of Operations.

- Letter dated May 23, 2016 from the Colrain Selectboard to Wired West.
- Franklin County Solid Waste Management District Program Director's Report, May 2016.