

Town of Hawley
8 Pudding Hollow Road
Hawley, MA 01339
(413) 339-5518

Town of Hawley, Massachusetts
Minutes of Selectmen's Meeting – September 20, 2016

Present: John Sears, Bob MacLean, Hussain Hamdan– Selectboard
Cass Nawrocki – Administrative Assistant
Virginia Gabert, Pam Shrimpton, Chris Tirone, Rick Kean, Courtney Hoyt, Bob Root, Brendan Dekoschak, Rick Kean, Lloyd Crawford, Chris Tirone, Jared Bellows.

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

1. **Review and signing of treasury warrant.** Brendan explained to the Board that he had purchased a 10 ton service jack. The department had been relying on an air bottle jack, which was not recommended as safe for the work it had been doing. To safely support their equipment, they needed a hydraulic jack which can be used in the field. He anticipates no more imminent substantial purchases in his department.
 - a. Hussain read Brendan's letter of resignation from his position as Highway Superintendent (upon the advice of his physician), citing 9/29/16 as his last day of work. Brendan stated that he will continue to do maintenance on Fire Department equipment and help out with that department. John expressed his regret at this action, stating that Brendan had been doing a good job. The Board will hold a Special Selectboard Meeting next week on 9/27 to work out the details of covering Brendan's position. Bob will ask Gary Mitchell if he is willing to be Interim Highway Superintendent and Ted Palmer if he can fill in as needed, inviting them to the special meeting. The Personnel Committee will begin the hiring process.
2. **Review and acceptance of prior meeting minutes.** 9/6/16 meeting minutes approved and signed.
3. **Franklin County Solid Waste Management District (FCSWMD) "Sustainable Materials Recovery Program" Grant Agreement.** Hussain read the letter from the FCSWMD awarding the town \$500 for the Sustainable Materials Recovery Program. Hussain moved to accept the grant, Bob seconded, all in favor. John as Chair, signed. Cass explained that in the past, this grant has provided Hawley residents with items such as compost bins, recycling bins, and reusable shopping bags.
4. **Special town meeting for pay-off or financing of Storm Damage Loan.** Virginia presented wording for two potential articles to be voted at a Special Town Meeting (needs to be scheduled) to pay off the \$450,000 Storm Damage Loan that is due in early November. The Finance Committee will be meeting soon to discuss this. Our financial advisor advised pay off as opposed to refinancing for an additional year. \$345,165.39 reimbursed by FEMA / MEMA (Federal Emergency Management

Agency/Massachusetts Emergency Management Agency) would make a payment against the Storm Damage Loan, and \$104,834.61 would come from the General Stabilization Fund to pay off the rest of the Storm Damage Loan. When the town gets additional reimbursement from MEMA, as anticipated, it can be voted back into the General Stabilization Fund. Lark, from the Finance Committee, and the Selectboard agreed that the wording of these articles appeared fine. The meeting needs to be posted at least 14 days ahead. The date for this Special Town Meeting will be set by the Board at their next meeting on September 27.

5. **Tick testing.** Virginia stated that the budget for the Board of Health stands at \$165. The Board voted to authorize 12 tick tests, which means that Hawley will get billed this fall \$135, with the remainder (25%) to be due upon completion of the final test (over the next several years if necessary).
6. **Town of Hawley stationary order.** The office is low of stationary and Cass presented two options, samples, and prices, one packet from Staples and one from Copy Cat. In both cases, minor edits can be done to the existing design at a very minor cost. The Board supported adding the street number (8) to Pudding Hollow Road, facsimile number, and website address, and voted the extra cost and quality to use Copy Cat.
7. **Administrative Assistant's schedule.** Cass requested that the Board consider a change in schedule for her hours, moving the majority of her hours to the morning except for Tuesdays which would stay in the afternoon due to the Selectboard Meeting schedule. There is concern that this change would mean more interruptions to Virginia's work. The Board suggested that the new arrangement be tried on a trial basis, which both Cass and Virginia agreed to.
8. **Emergency Services Meeting Report.** All three Board members had met with Selectboard members from the towns of Heath, Charlemont, and Rowe to have preliminary discussions regarding the possible regionalization of Emergency Services. While there appear to be both benefits and problems, more information needs to be gathered for the next meeting. Farther along in the process, the Board will be involving the Fire and Emergency Management Departments. Hussain stated that the most pressing need is the Ambulance coverage.
9. **Police Chief appointment.** John summarized the recent search efforts to find a Police Chief. Jared Bellows, the Police Chief for the town of Charlemont, was present and expressed his interest and support in serving on a temporary basis as Hawley's Police Chief, with his primary function being troubleshooting and issuing Firearms Identification Cards and Carry cards. He can work for the town 2 hours a month at \$83.33/month or \$1000/year and can do either appointments or hold regular hours. Regular hours are preferable and discussion settled on the second Monday of each month from 5-7 pm and appointments if necessary. Jared suggested that the town investigate setting up the existing Hawley Police Chief's computer with the MIRCS system or if this could not be done, he could do the paper cards. Establishing capabilities for our own secure MIRCS system seem doable and will be pursued by Virginia and Cass. Hussain moved to appoint Jared as Interim Police Chief, Bob seconded, all voted in favor.

10. **Green communities – META Grant award \$7500, vehicle inventory, anti-idling policy, energy reduction plan.** Lloyd stated that Bart Bales has done more work on his report and Jim Barry from the Department of Energy Resources (DOER) thinks it's probably fine, despite Lloyd's reservations. The Energy Reduction Plan is being readied to submit and the Selectboard needs to take a look within the two weeks. Lloyd is still unsure whether the \$135 thousand Designation Grant could be spent on a solar array. Bales is estimating a \$3800/year savings to the town if the projects as recommended are done. Bart Bales is looking for final payment now, but since he has delayed on this project so long and there is no more time for holding his feet to the fire on some details in the report, Lloyd suggests that the town pay in full, but only if Bales states in writing that it will be his responsibility to fix the report to our and the state's satisfaction if needed. The Board agreed with this concept and Lloyd will work with Virginia on such a document. Still to be done is the Idling Reduction endorsement and the Fuel Vehicle Policy with the Vehicle Inventory which Cass will get to Lloyd within two weeks. Lloyd will send these to Brendan and Greg Cox (Fire Department) for their input. Discussion proceeded on to the Stretch Energy Code Bylaw. There must be an article to repeal the bylaw on the Special Town Meeting warrant coming up since the Board had stated previously to the town that the bylaw would be revisited. The Selectboard wants to make sure voters are as fully informed as possible before taking this vote. There was consensus that the Special Town Meeting should include a panel discussion attended by Jim Barry of DOER, as well as two or three contractors, who can explain how the Stretch Code relates to the regular building code. Ideally, both sides of the issue will be represented. Jim Barry will also inform voters about the Green Communities Program. The best possible dates for this Special Town Meeting (which will also include the fiscal articles relative to the Storm Damage Loan) are October 17, 24, or 25. Cass will contact Jim Barry and also Ed Brady, a Hawley contractor, to see what dates they could attend the meeting and bring this information to next week's Special Selectboard Meeting (9/27) to finalize the date.
11. **Highway Department – computerization update, fuel tanks, Small Bridge Repair Funding, and hydraulic hammer.** Brendan stated that he is fine with Charlemont installing the satellite service on the town garage so Cass will arrange this to be done. He states that he will buy the computer before he leaves. Brendan believes that a 50 gallon tank would be large enough for gasoline to keep some on hand. The Small Bridge Repair Funding program is not of use to Hawley, since the bridges in Hawley which need repair are over 20 feet. The larger bridge on 8A at Savoy Road is in poor shape but this bridge is a bigger project needing other funds. Brendan suggested that the hydraulic hammer should be sold. Bob Root states we do not need to put it out to bid. Brendan will get an advertisement to Cass and Cass will place the ad. The 'old one ton' truck is on its way out and it was agreed would also be sold.

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

There being no further business, the meeting was adjourned at 9:20 pm.

Respectfully submitted,
Cass Nawrocki, Administrative Assistant

Minutes accepted by Board of Selectmen:

John Sears

Hussain Hamdan

Robert MacLean

Appendix A - Relevant documents:

- Franklin County Solid Waste Management District (FCSWMD) “Sustainable Materials Recovery Program” Grant Agreement.