

Town of Hawley
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Town of Hawley, Massachusetts
Minutes of Selectmen's Meeting – October 4, 2016

Present: John Sears, Bob MacLean, Hussain Hamdan– Selectboard
Cass Nawrocki – Administrative Assistant
Virginia Gabert, Pam Shrimpton, Gary Mitchell, Courtney Hoyt, Chris Tirone,
Lloyd Crawford, Greg Cox.

The meeting was called to order at 7:33 p.m.

1. **Review and signing of treasury warrant.**
2. **Review and acceptance of prior meeting minutes.** 9/20/16 signed with one hand-written edit.
3. **Garage computer system.** Cass stated that John from Charlemont TV will be speaking with Gary to install a concrete pole for the dish. The location which John (Charlemont TV) had thought would be suitable will not work since that location is where the septic is (to the left of the building). The installation can occur within the next two weeks. Cass has begun researching a computer (a monitor, keyboard, and printer are in hand already) and in reviewing the IT grant budget, it appears as though there will be money available for additional equipment. Hussain suggested that soft wear and back up supplies will be needed.
4. **Special Town Meeting preparation re Green Communities & Stretch Energy Code.** Hussain still needs to speak with Eric Dean (a local contractor) about being at the meeting. Since the presenters (Jim Barry from Department of Energy Resources and Eric Dean) are from out of town, Hussain will move that they be allowed to address the residents regarding the Stretch Code. The presenters will be limited to no more than 30 minutes, after which the meeting will be opened up to general questions and discussion. Cass will contact Jim Barry to see if he has any documents which might be helpful to distribute ahead of time. The meeting is prominent on the website and Cass will send out an e-newsletter soon about the meeting.
5. **Massachusetts Instant Record Check (MIRCS) system status and town records storage location.** Hussain stated that the fiber is connected to the Chief's computer now and urges a good set up for security. Virginia has been updating/preparing the computer. Jared Bellows, the new Chief, is up to date on his testing requirements and it is in his hands to set up the password for the MIRCS system. He will be coming in to do paperwork with Virginia.
6. **Headwater Cider approval letter.** The Board has received a draft letter from Peter Mitchell, which they edited and then signed, giving their approval for him to offer tastings at Headwater Cider and to sell his cider for off-site consumption.

7. **Preparing for the new Public Records Law.** Pam stated that she has access to a power point presentation about this law which she will send around. Hussain and John will be attending the New Public Records Law Information Session on November 10 put on by the Hampshire Council of Governments.
8. **Ambulance Service.** The Massachusetts legislative committee has reviewed a bill favorably for smaller towns such as Hawley to be allowed to run an ambulance with 1 Emergency Medical Technician (EMT) and 1 First Responder, as opposed to needing 2 EMTs as is now the case throughout Massachusetts. This issue now goes to the Senate Rules Committee. It is very difficult for small communities to staff an ambulance without this accommodation and the small towns are pushing for greater flexibility. There are several new people from Hawley who will likely come forward for EMT or First Responder training in the next year, including Hussain and Courtney.
9. **Any other business not reasonably anticipated prior to posting this agenda.**
 - a. **Personnel Committee recommendation.** Rick presented to the Selectboard the Committee's recommendation regarding salaries for the two Highway employees, Gary Mitchell and Ted Palmer. Virginia indicated that the increases are within the existing budget. Reflecting that the work has increased responsibilities and thus merits a small increase, Hussain moved that these increases be implemented; Bob seconded; all voted in favor.
 - b. **Green Communities Energy Reduction Plan (ERP).** Lloyd asked if the Board had reviewed the Plan and if so, had any feedback. Despite some reservations initially of Bart Bales work, Lloyd feels that it works for now and it represents a plan which can be changed over time. John asked if the ERP includes the solar array; Lloyd explained that it does not and that the solar array would come into play once the Designation Grant is received. The improvements cited in the ERP will likely leave enough money to do an array which will then greatly benefit Hawley. Bart Bales final 40% (last 30% & 10% final payment) is still pending. There needs to be the understanding that Bales will fix anything that the state is unhappy with as needed, even after he's been paid. Town Counsel, Donna MacNicol, is finalizing her letter re one of the Green Community requirements with Lloyd and Cass is wrapping up the Vehicle Inventory, another required document.
 - c. **East Hawley Cemetery complaint.** Bob stated that there have been several incidences at the cemetery regarding someone driving into the cemetery and sitting in his/her car and the neighbor going out and telling him/her they must leave. Bob will go visit the neighbor in a friendly way, explore their reasoning, and reassure them that there's no reason they need to police the cemetery.
 - d. **Extra snow plowing.** Bob MacLean has spoken with Mike Scofield who is willing to plow as needed, but he needs to get prepared; he has no truck at the moment. Perhaps he might have an interest in bidding on the small pickup which is to be sold. Cass will expedite the sale of the truck but will wait on selling the hydraulic hammer because it must be tested first to see if it is operational, in which case, it could be sold for quite a bit of money. John suggested it would be worth paying to have someone test it. Greg suggested asking Jerry Pratt and Gary will contact Jerry. Perhaps the town needs to keep a current list of people who could be hired to plow.

- e. **Sander needed.** Bob suggested that a sander should be purchased for the small truck and estimated it would run about \$5000 which would require a town vote to authorize the expenditure. It would not need to be bid because expenditures under \$10,000 need only follow “sound business practice.” It is too late for this approaching Special Town Meeting on 10/17, but a new town meeting should be scheduled fairly soon. Hussain suggested asking for “up to \$6500”.
- f. **Hurricane Matthew alert.** Greg suggested that Gary and Ted Palmer, Highway employee, spend some time in the next couple of days checking culverts. Within a few days (perhaps Friday?), the path of the hurricane will be more defined and a meeting of Gary, himself, and the Selectboard might be needed to plan for problems.

There being no further business, the meeting was adjourned at 8:50 pm.

Respectfully submitted,
Cass Nawrocki, Administrative Assistant

Minutes accepted by Board of Selectmen:

John Sears

Hussain Hamdan

Robert MacLean

Appendix A - Relevant documents:

- Letter from the Selectboard regarding Headwater Cider.