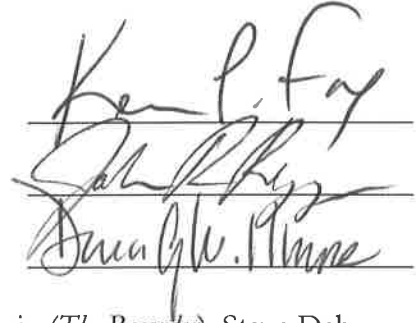


**BUCKLAND BOARD OF SELECTMEN
MEETING MINUTES
Buckland Town Hall
October 11, 2016, 5:30 p.m.**

Kevin P. Fox

John R. Riggan

Dena G. Willmore



Attendees: Kevin Fox, Rob Riggan, Dena Willmore, Diane Broncaccio (*The Recorder*), Steve Daby, Carmela Lanza Weil (GSFABA), Andrea Llamas, John Michalak (Nitsch Engineering), James Sullivan (Falls Cable)

Rob Riggan opened the meeting at 5:30 p.m..

1. Appointments

5:30 p.m., Nitsch Engineering – Review Engineering of Street Design for TIP Project: Conway, South, Summer Streets and Conway Road – John Michalak spoke about the culvert analysis which is a big part of the potential project. He said plans have been submitted to Mass DOT for their review and comments which are expected by month's end. He will be presenting the project to the Buckland Conservation Commission on October 20, 2016. Wants to do geotechnical borings and pavement borings, too. Andrea Llamas suggested amending Phase 3 to keep it in the correct funding to make sure we don't overspend and add the borings. Dena Willmore moved we move \$22,000 from Phase 4 to Phase 3; Kevin Fox seconded. **VOTED** unanimously in favor. Andrea will prepare the paperwork. John Michalak indicated they will establish a new roadway layout as the existing right-of-way would have to go to Town Meeting. "Make it official and clear the record," said Rob Riggan.

Diane Broncaccio entered the meeting at 5:35 pm.. Carmela Lanza Weil entered the meeting at 6:00 p.m.. John Michalak left the meeting at 6:15 p.m..

2. Documents to Sign

a. **Presidential Election Warrant** – Kevin Fox moved we sign the Presidential Warrant; Dena Willmore seconded. **VOTED** unanimously in favor.

b. **CDBG-DR Administration Contract Amendment** – Andrea Llamas said this is for an extension through December 2016 when the grant ends for the grant administration. Kevin Fox moved to sign the Contract Amendment; Dena Willmore seconded. **VOTED** unanimously in favor.

c. **Parade Permit – VFW Rag Shag Halloween Parade, October 31, 2016, 6:00 p.m.** – Kevin Fox moved to sign the Parade Permit for the Halloween Rag Shag Parade; Dena Willmore seconded. **VOTED** unanimously in favor.

At 6:32 p.m., took a brief recess. Back in session at 6:36 p.m..

3. Agenda Items

a. **Selectmen's Policies** – Dena Willmore indicated she had some small changes and would work with Andrea Llamas. Discussion about Monument and Memorials. Discussion about Opening Roads wording. Discussion about Parking rules. Discussion about Road Disruption. Andrea Llamas will check with Steve Daby regarding some of these issues. Discussion regarding Employment Policies – remove Conflict of Interest as it is a State Law. Discussion of Idling Policy.

Discussion of Wastewater Treatment Facility Personnel Policy. Discussion of Abatement Policy. Discussion of Film Policy. Andrea Llamas will add the policy and permit.

b. **Treasurer/Collector Retirement Pay** – Linda Marcotte’s increase was not accepted by the Retirement Board as it was within three years of her retirement date, and considered a ‘spike’. Discussion regarding extra money the Treasurer/Collector and the Town paid. Andrea Llamas will follow-up.

c. **Deerfield River Flood Inundation Mapping Presentation and Flood Gauge Installation** – There was a meeting at FRCOG on September 29, 2016, on flood mapping. There is no mapping for the village area as there is no gauge for warning for potential flooding. It was mentioned that installing a gauge between Dams 3 and 4 would make sense. Should have one installed. There is a fee to install and an annual fee. Could be done through grants or businesses – multiple sharing of expenses. Rob Riggan suggested having the Emergency Management Director attend a meeting regarding this.

4. **Town Administrator Updates – Clesson Brook Bridge Project** - Andrea Llamas said the Clesson Brook Bridge Project is moving along rapidly. Finishing up and then paving will be done.

Owner Project Manager for Highway Facility Bid – Had the walk-through. Bid opening is Friday, October 14, 2016. **Meeting With Shelburne Select Board** – Perhaps have a separate meeting or go to one of their meetings.

5. **Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting – Time Off Request** - Dena Willmore moved we approve the Time Off Request; Kevin Fox seconded.

VOTED unanimously in favor. **FEMA Reimbursement** - Andrea Llamas said a letter was received. They want to discuss gravel invoices; due the end of this month.

6. **Public Comment** – None.

7. **Volunteer Recognition** – The Historical Society for manning Open House for the Wilder Homestead.

At 7:42 p.m., Dena Willmore moved to adjourn; Kevin Fox seconded. **VOTED** unanimously in favor. Meeting adjourned at 7:42 p.m..