

**BUCKLAND BOARD OF SELECTMEN
MEETING MINUTES
Buckland Town Hall
March 22, 2016, 6:30 p.m.**

Kevin P. Fox

John R. Riggan

Dena G. Willmore



Attendees: Kevin Fox, Rob Riggan, Dena Willmore, Bob Barry (MEMA), Karen Blom, Glenn Cardinal, Bob Escott (Fire Chief, Turners Falls), Herb Guyette, Joe Judd, Marilyn Kelsey, Andrea Llamas, Chris Myers, Ginny Ray (*West County Independent News*), Pat Smith (FRCOG), James Sullivan (Falls Cable), Martha Thurber

Rob Riggan opened the meeting at 6:30 p.m..

2. Documents to Sign

- a. **Selectmen Meeting Minutes – February 9, 2016, February 23, 2016, February 26, 2016** – Kevin Fox moved to approve the February 9, February 23, and February 26, 2016 Meeting Minutes; Dena Willmore seconded. **VOTED** unanimously in favor.
- b. **Street Use Permit – Mass Dash Relay Race Fundraiser** – Dena Willmore moved we approve the Street Use Permit for the Mass Dash Relay Race Fundraiser; Kevin Fox seconded. **VOTED** unanimously in favor.
- c. **Use of Town Hall – County Public Health Oversight Board** – Dena moved we approve the use of Town Hall request by the County Public Health Oversight Board; Kevin Fox seconded. **VOTED** unanimously in favor.
- d. **Streetlights – Request for Installation at Shelburne Falls Artesian Marketplace Parking Lot** – Andrea Llamas updated the Yaffees with telephone messages and there was no response from them. Dena Willmore moved we start the process; Kevin Fox seconded. **VOTED** unanimously in favor.
- e. **Blackboard Connect Annual Service Agreement** – Dena Willmore moved we approve the annual Blackboard Connect Service Agreement; Kevin Fox seconded. **VOTED** unanimously in favor.
- f. **Time Off Request** – Kevin Fox moved we approve the Time Off Request; Dena Willmore seconded. **VOTED** unanimously in favor.

3. Agenda Items

- a. **Appoint Alternate to Mohawk Trail Woodlands Partnership Advisory Committee** – Kevin Fox moved to appoint Janet Sinclair as an Alternate to the Mohawk Trail Woodlands Partnership Advisory Committee; Dena Willmore seconded. **VOTED** unanimously in favor.

4. **Town Administrator Updates** – Vote on Special Town Meeting Articles for Clesson Brook Bridge Project – Dena Willmore moved to approve all three articles; Kevin Fox seconded. **VOTED** unanimously in favor. Conway Street TIP Project – Andrea Llamas will attend a TIP meeting to move our project along; we are on target.

Appointments

6:45 p.m., Pat Smith, FRCOG, Re: Regional Sheltering – Pat Smith (FRCOG) said she was here to give a status update about the Regional Sheltering Plan (for four Western Massachusetts counties). She said she was here in the fall to ask for conditional approval to consider Mohawk

Regional High School as a site. She said she looked at Wilbraham's agreement as a template. She said she went on a walk-through at Mohawk Regional High School with Kevin Fox and Dena Willmore who were among the twenty-four people who came. She said she is here to offer resources to answer fundamental questions. She said the two main concerns were financing and staffing. FRCOG is trying to get towns to take advantage of funding sources. If there is a calamity, we will need to consolidate to take care of needs. Due diligence to complete the planning process. Next in the process would be a memorandum of understanding with the Town and the School. Rob Riggan said we want to do what we can here and support the region. "Concerns are two fold – you are going to need staffing, at least ten trained people per shift; two ten-hour shifts. You don't know who will come through the doors. The second issue is finances which is vague. We have no guarantee we will not be stuck with the bill. We are not trying to close any doors here. One town could get nailed." Pat Smith said we sponsor citizen core groups. Rob Riggan said Red Cross made it clear not to count on them. Who knows who can be available? Chris Meyers (Shelburne) said I can say I paid my dues for emergencies. I recruited people in Shelburne who can do it; I know I can count on them.

Herb Guyette said we went through CERT training. Very few people responded back. Rob Riggan said we can try to work on an agreement with Shelburne. Herb Guyette said we are trying to set up a warming center at Mary Lyon Church. It would be beneficial to serve our own. Bob Escott said enough manpower is the problem. Planning for the worst is the way you want to go. Most people want to shower, have a warm meal, charge their phones, go back home, and come back the next day for the same. Everybody paid for their own people. Joe Judd said we have discussed it informally. Good model at the Senior Center which has worked well over the years. Shelburne Select Board would be more than happy to discuss this. Chris Meyers suggested a unified command. Kevin Fox asked how this will work with the School District. Pat Smith said your template appears to be legal. Are you willing to proceed? Rob Riggan said you want to do this now. Kevin Fox said I am in favor to proceed. Joe Judd said we need to start right from the beginning. Chris Meyers said Shelburne may be the fiscal agent. Dena Willmore said the School is in Buckland. Kevin Fox said it is our turn to step up. Bob Escott said we have started to pull the certifications together. Easthampton is willing to travel and provide additional support. You decide whether to open a shelter or not. Pat Smith said she will work on Memorandum of Agreement.

Bob Barry, Bob Escott, Herb Guyette, Chris Meyers, and Pat Smith left the meeting at 7:37 p.m.. Glenn Cardinal and Martha Thurber entered the meeting at 7:37 p.m..

Took a recess at 7:37 p.m.. Back in session at 7:45 p.m..

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c. **Town Meeting Warrant** – Martha Thurber said DESE came back with changes; got new warrants last night; were voted last night. Question of format for Rowe. Only substantive change - indemnify methodology for including Pre-K five-year rolling average. As of October 1, 2015 and not go back for previous years. Two separate calculations for elementary and for 7 – 12. Please figure out how to get this on the Town Warrant this year. It would be unfortunate to be forced to a Special Town Meeting. Rob Riggan said we are considering a Special Town Meeting immediately just for changes in the agreement for the school. Martha Thurber said we are going to develop models for meetings with towns. Kevin Fox said if we hear back from our attorneys by April 12 with no questions, I will vote to put them on. Karen Blom said have a Special Town Meeting and separate from the budget. Rob Riggan said it would be no more than two weeks after Annual Town Meeting.

Glenn Cardinal and Martha Thurber left the meeting at 8:12 p.m.. Lynn Kelsey entered the meeting at 8:12 p.m..

b. **Fiscal Year 2017 Budget** – Andrea Llamas said the Treasurer has alerted us to a potentially unfunded liability regarding Retirement. Kevin Fox said a simplified method, not actuary. The Liability has to be recorded. Andrea Llamas suggested setting up a trust fund to improve our rating. It is put on the warrant for \$1,000 out of Free Cash.

Kevin Fox moved we offer a 2.5% COLA in Fiscal Year 2017; Dena Willmore seconded. Kevin Fox – Yes, Rob Riggan – No, Dena Willmore – No. Dena Willmore moved to approve a 2% COLA; Kevin Fox seconded. **VOTED** unanimously in favor.

Kevin Fox said he would like to propose to do what we can to avoid an override; not good for the community and next year we are looking for another override. Take our medicine this year and make some budget cuts and get under the levy limit. He suggested reducing \$20,000 from the Reserve Fund, \$2,160 from the Board Clerk's position, \$7,000 from the Shelburne Falls Partnership, and \$55,000 from the Bray Road repaving project; cuts total \$94,160.00. He said it was unrealistic to level fund because everything goes up, like electricity. Cut things we have control over. Rob Riggan said if we wait another year on Bray Road, it will be in worse shape. Have to begin to make it a priority. Kevin moved we reduce the Reserve Fund by \$20,000, the Highway Facility by \$10,000, the Board Clerk by \$2,160, the Partnership by \$7,000, and Road Repaving by \$55,000; Dena Willmore seconded. Regarding the Shelburne Falls Partnership, Kevin Fox said we can have a partnership without funding it; this is no reflection on Carmella. Rob Riggan expressed reservation about breaking up the Partnership this way with no funding. Karen Blom said part of the money pays for Partnership activities. If we drop it completely, it puts the burden on Shelburne. **VOTED** unanimously in favor. It was agreed that the Finance Committee will look at the figures and get back to the Board with their recommendations.

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4. **Town Administrator Updates** - Andrea Llamas said Ed Grinnell resigned from the Planning Board. Dena Willmore moved we accept with regret Ed Grinnell's resignation; Kevin Fox seconded. **VOTED** unanimously in favor. Audit Update – Andrea Llamas said the audit will be happening soon. Dena Willmore moved we sent a letter to CDBG about the audit; Kevin Fox seconded. **VOTED** unanimously in favor.

6. **Public Comment** – Lynn Kelsey suggested having the pre-meeting for Annual Town Meetings regarding school items at Town Hall rather than at Mohawk. She also expressed some concern about a remark made by an Ashfield School Committee member at a school meeting; she feels seniors are overlooked and dismissed.

7. **Volunteer Recognition** – Rob Riggan recognized Ed Grinnell and his work with the Planning Board.

8. **Announcements** – License your dogs.

At 9:06 p.m., Kevin Fox moved to adjourn the meeting; Dena Willmore seconded. **VOTED** unanimously in favor. Meeting adjourned at 9:06 p.m..