

**BUCKLAND BOARD OF SELECTMEN  
MEETING MINUTES  
Buckland Town Hall  
November 14, 2017, 4:30 p.m.**

Kevin P. Fox

Zachary J. Turner

Dena G. Willmore



Attendees: Kevin Fox, Zachary Turner, Dena Willmore, Matthew Ahearn, Diane Broncaccio (*The Greenfield Recorder*), Mark Clevedon (Great River Hydro), Bob Dean (FRCOG), Dan Fleuriel, Pam Guyette, Scott Hall (Great River Hydro), Ricky Halloran (*Shelburne Falls and West County Independent News*), Lynne Kelsey, Andrea Llamas, Kathy Lytle, Margaret Olin, Dana McNay (Falls Cable), Marion Scott, Omar Smith (Great River Hydro)

Dena Willmore opened the meeting at 4:30 p.m..

1. **Appointments**

**4:30 p.m., Great River Hydro** – Mark Clevedon indicated Great River Hydro bought the hydro plant from TransCanada Hydro Northeast in April 2017. He said their priority is to use the water efficiently to maximize the value of it. Expects to maintain the existing workforce; they value their suggestions.

Mark Clevedon, Scott Hall, and Omar Smith left the meeting at 4:53 p.m..

Kevin Fox entered the meeting at 4:38 p.m.. Diane Broncaccio entered the meeting at 4:41 p.m..

**5:00 p.m., Classification Hearing – Board of Selectmen** – Dena Willmore opened the Tax Classification Hearing at 5:00 p.m.. Pam Guyette indicated the Board of Assessors advises one tax rate. Kevin Fox moved to recommend a single tax rate for classification; Zack Turner seconded. **VOTED** unanimously in favor.

Pam Guyette and Marion Scott left the meeting at 5:03 p.m..

3. **Documents to Sign**

a. **Selectmen Meeting Minutes – October 10, 2017** – Kevin Fox moved to approve the Meeting Minutes; Zack Turner seconded. **VOTED** unanimously in favor.

b. **Mass Cultural Council Contract** – Zack Turner moved to sign the Contract; Kevin Fox seconded. **VOTED** unanimously in favor.

c. **Town Hall Use Request – Energy Committee Workshop** – Zack Turner moved to approve the Town Hall Use Request for the Energy Committee Workshop for free; Kevin Fox seconded. **VOTED** unanimously in favor.

d. **CDBG – Green Street: Grant Administrator Contract** – Zack Turner moved we sign the Contract; Kevin Fox seconded. **VOTED** unanimously in favor.

e. **Street Use Request – Greater Shelburne Falls Area Business Association – Depot Street** – Kevin Fox moved we approve the request; Zack Turner seconded. **VOTED** unanimously in favor.

f. **Municipal Vulnerability Preparedness Grant Agreement for Services** – Andrea Llamas indicated the State has run a climate module to get communities to update their mitigation plans; ours expires in one year. Kevin Fox moved we sign the Municipal Vulnerability Preparedness Grant Agreement for Services for the FRCOG; Zack Turner seconded. **VOTED** unanimously in favor.

Bob Dean entered the meeting at 5:17 p.m..

2. **Agenda Items**

- a. **Upper Pioneer Valley Veterans' Services District – New Three-Year Agreement** – Kevin Fox felt the services have been highly successful. Dena Willmore moved we sign the new three-year Upper Valley Veterans' Services District agreement; Kevin Fox seconded. **VOTED** unanimously in favor.
- c. **Parking Ticket Notification Fee (Town Clerk)** – As recommended by Town Clerk – Jeffrey & Jeffrey could mark unpaid parking tickets for the Town. Kevin Fox recommended the \$10.00 fee. Dena Willmore moved we use Jeffrey & Jeffrey to collect unpaid parking tickets after they are sent a letter by the Town Clerk with a \$10.00 surcharge as recommended by Jeffrey & Jeffrey; Zack Turner seconded. **VOTED** unanimously in favor.
- d. **Town Administrator Job Description (ADA Coordinator)** – Kevin Fox moved we add ADA Coordinator as a regular duty for the Town Administrator; Zack Turner seconded. **VOTED** unanimously in favor.
- e. **Greater Shelburne Falls Area Business Association – Holiday Lights** – Kevin Fox moved we approve the request of the GSFABA to use Town electricity for the Buckland side holiday lights; Zack Turner seconded. **VOTED** unanimously in favor.
- f. **Notification of Town Officials – Policy/Protocol** – Will discuss at November 28, 2017 meeting.
- g. **Set License Fees for 2018** – Zack Turner moved we use the same license fees as 2017; Kevin Fox seconded. **VOTED** unanimously in favor.
- b. **Conservation Commission Appointment – Kathy Lytle** – Kevin Fox moved we appoint Kathy Lytle to the Conservation Commission through June 30, 2018; Zack Turner seconded. **VOTED** unanimously in favor.

Lynne Kelsey entered the meeting at 5:31 p.m.. Margaret Olin entered the meeting at 5:39 p.m..

**5:40 p.m., Energy Committee, Bob Dean – Energy Aggregation** – Bob Dean indicated he was here to talk about the reinvigorating of electricity programs saying towns do not have the staff to pull this together. The Town could aggregate electric energy programs and go out to bid; there is a right to opt out. Town Meeting vote was taken years ago to become a Municipal Light Plant. Do outreach to see what towns are interested and proposals to aggregators; there are no guarantees of savings. The key is for all towns to go out together and get professional aggregator to do work for the towns and meet with the regulators with the plan. Kevin Fox indicated it is essentially volume discount. Margaret Olin noted this would affect supply charges and not delivery charges. Bob Dean said FRCOG will check to see if towns will have to take a vote or if the original vote stands.

Bob Dean and Margaret Olin left the meeting at 6:05 p.m..

**6:00 p.m., Steve Daby, Highway Superintendent – Road Projects** – Andrea Llamas indicated budget season is underway. There is a lot of road engineering and design; no leeway in Chapter 90 money. Conway Street will be split into phases. Put off 75% design as 25% is still happening. South Street culvert engineering – the culvert is in very poor shape; engineering is about \$50,000. There are issues with the Nilman Bridge; our legislators are trying to come to our defense. She indicated Steve is trying to get repair costs for the Elm Street culvert. East Buckland Road may have to be delayed but something we want to start on. Need to get back to chip/sealing. CDBG Green Street – getting ready to go out to bid for engineering. William Street could be a potential project.

Kathy Lytle entered the meeting at 6:15 p.m.. Dan Fleuriel entered the meeting at 6:16 p.m..

**6:15 p.m., Wastewater Treatment Assistant Operator Finalist Interviews** - Matthew Ahearn indicated he is a graduate of Mass Maritime; he interned on a super site; spent six months working in

wastewater treatment plant; worked at Tufts; served in the Coast Guard for six years; while in the service, he did mechanical work. Dan Fleuriel indicated he can take training to take the grade 3 or 4 certification exam; the Town can get certified on behalf of the operator and give the person an opportunity to train. Dan Fleuriel felt confident that Matthew would be successful; Alan Nichols will still be a stand-by operator.

Kevin Fox moved we appoint Matthew Ahead to the position of Assistant Wastewater Treatment Facility Operator after successful pre-employment physical and reference check at a beginning rate of \$19.80, and \$20.80 upon achievement of licensing; Zack Turner seconded. **VOTED** unanimously in favor.

Matthew Ahearn left the meeting at 6:25 p.m.. Kathy Lytle left the meeting at 6:25 p.m.. Dan Fleuriel left the meeting at 6:35 p.m..

4. **Town Administrator Updates** – Andrea Llamas indicated there was no news regarding Comcast or Ashfield. Will check on sign for School Street.
5. **Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting** – None.
6. **Public Comment** – Lynne Kelsey indicated Chief Hicks said he cannot ticket on William Street until the signs are posted.
7. **Volunteer Recognition** – Zack Turner recognized the people who put up the village Christmas lights.

At 6:42 p.m., Dena Willmore moved to adjourn the meeting; Kevin Fox seconded. **VOTED** unanimously in favor. Meeting adjourned at 6:42 p.m..