

**BUCKLAND SELECTBOARD**  
**NOTICE OF MEETING**  
**Buckland Town Hall**  
**17 State Street**  
**Wednesday, October 10, 2018, 5:30 p.m.**

**Listing of Topics**

**1. Appointments**

**2. Agenda Items**

- a. Board of Health Request to use Blackboard Connect for Flu Clinic Announcement
- b. Highway Garage Sub-Bids
- c. Special Town Meeting/Special Town Election – Review Draft Warrant
- d. Selectboard Marijuana Host Agreement Application Policy
- e. Committee/Board Appointments – Selectboard Policy
- f. Cultural Council Appointments – Carol Cone and James Bonham
- g. Town Email Address Use
- h. Notice to Proceed, William Street Engineering, Weston & Sampson
- i. Award of Contract for FY18 CDBG Food Pantry Services to Community Action Pioneer Valley

**3. Documents to Sign**

- a. Pre-Disaster Mitigation Grant Funding to Update Buckland Hazard Mitigation Plan
- b. Engineering Services Contract for Nilman Road Engineering/Culvert Grant and Vanasse Hangen Brustlin, Inc. (VHB)

**4. Town Administrator Updates**

**5. Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting**

**6. Public Comment**

**7. Volunteer Recognition**

**8. Announcements**

**9. Adjourn the Meeting**

**BUCKLAND SELECT BOARD  
MEETING MINUTES  
Buckland Town Hall  
October 10, 2018, 5:30 p.m.**

Barry Del Castilho

Zachary J. Turner

Dena G. Willmore



Attendees: Barry Del Castilho, Zack Turner, Dena Willmore, John Allen, Diane Broncaccio (*The Greenfield Recorder*), Sandy Cardinal, Raymond Lanza-Weil, Dana McKay (Falls Cable), John Michonski, Andrea Llamas, Marti Taft-Ferguson, Dan Wetterwald

Dena Willmore opened the meeting at 5:30 p.m..

**2. Agenda Items**

b. **Highway Garage Sub-Bids** – The low bidder is Westfield Construction pending review. Will schedule Special Town Meeting and Special Town Election.

John Allen and Raymond Lanza-Weil left the meeting at 5:35 p.m.. John Michonski left the meeting at 5:59 p.m..

a. **Board of Health Request to Use Blackboard Connect for Flu Clinic Announcement** – Marti Taft-Ferguson indicated the Board of Health would like to use Blackboard Connect to advise residents about the upcoming Flu Clinics – “Community Immunity”. Zack Turner moved we allow the Board of Health to use the Blackboard Connect program; Barry Del Castilho seconded. **VOTED** unanimously in favor.

c. **Special Town Meeting/Special Town Election – Highway Garage Schedule** – Dena Willmore indicated the Highway Facility Committee feel we need a Clerk of the Works. Question about Article 2 – New Highway truck. Check with Steve Day about the specs. Article 3 – Transfer Station engineering on the cap. Article 4 – unpaid bills from Fiscal Year 2018 – take from this year’s budget. Set Special Town Meeting at 7:00 p.m. on November 13, 2018; Special Election on November 14, 2018.

d. **Selectboard Marijuana Host Agreement Application Policy** – Waiting for response from Town Counsel. Discussion about length of time for the Host Agreement.

e. **Committee/Board Appointments – Selectboard Policy** – Discussion about how many committees a candidate can sit upon, chair more than one committee. Andrea Llamas will research.

f. **Cultural Council Appointments – Carol Cone and James Bonham** – Dena Willmore moved we add Carol Cone and James Bonham to the Cultural Council; Zack Turner seconded. **VOTED** unanimously in favor.

g. **Town Email Address Use** – This is being set up; people will be notified as to the process.

h. **Notice to Proceed, William Street Engineering, Weston & Sampson** – Zack Turner moved to authorize the Notice to Proceed to Weston & Sampson Engineers with William Street construction administration; Barry Del Castilho seconded. **VOTED** unanimously in favor.

i. **Award of Contract for FY18 CDBG Food Pantry Services to Community Action Pioneer Valley** – Barry Del Castilho moved to award Community Action Pioneer Valley a contract to operate the West County Emergency Food Pantry Program for \$25,000, from October 1, 2018 through December 31, 2019, and to authorize the Selectboard Chair to execute a contract for those services; Zack Turner seconded. **VOTED** unanimously in favor.

Marti Taft-Ferguson left the meeting at 6:24 p.m.. Diane Broncaccio left the meeting at 6:28 p.m..

3. **Documents to Sign**

a. **Pre-Disaster Mitigation Grant Funding to Update Buckland Hazard Mitigation Plan** – A FEMA grant for \$7,500 – 75% of the cost; will work with FRCOG to implement. Zack Turner moved to sign; Barry Del Castilho seconded. **VOTED** unanimously in favor.

b. **Engineering Services Contract for Nilman Road Engineering/Culvert Grant and Vanasse Hangen Brustlin, Inc. (VHB)** – For the scope of work. Zack Turner moved to sign the contract; Barry Del Castilho seconded. **VOTED** unanimously in favor.

4. **Town Administrator Updates** – Town Hall staff received training with Civic CMS. Andrea Llamas met with David Kulp from Ashfield about issues for internet coverage for Apple Valley Road through Ashfield.

5. **Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting** – Zack Turner moved to sign the Cultural Council State Formula Grant; Barry Del Castilho seconded. **VOTED** unanimously in favor. Zack Turner asked about appointing an Auxiliary Officer; Andrea Llamas is checking with our insurance agent.

6. **Public Comment** – Barry Del Castilho read attached statement from Jeff Rose. Sandy Cardinal expressed her thanks to the Highway Department for the good work done on Hog Hollow Road.

7. **Volunteer Recognition** – Dan Fleuriel for Town Hall plumbing repairs.

8. **Announcements** – Clean Sweep Collection day on October 20. American Planning Association award to Shelburne Falls as one of Fifteen Great Places to Live on October 18.

At 6:43 p.m., Barry Del Castilho moved to adjourn the meeting; Zack Turner seconded. **VOTED** unanimously in favor. Meeting adjourned at 6:43 p.m..