

**BUCKLAND SELECTBOARD
NOTICE OF MEETING
Buckland Town Hall
17 State Street
Tuesday, November 20, 2018, 5:30 p.m.**

Listing of Topics

1. Appointments

5:30 p.m.: Steve Daby – Highway Department Update, Driveway Permit Update

2. Agenda Items

- a. Award Highway Garage Construction Contract
- b. Award Highway Garage Project Manager Contract
- c. Selectboard Policy – Board and Committee Appointments
- d. Selectboard Policy – Marijuana Host Agreement
- e. License Fees
- f. Regional Animal Control Proposal
- g. Silver Cane – Honoring Oldest Town Resident
- h. Review of Blackboard Connect Policy

3. Documents to Sign

- a. Selectboard Meeting Minutes: October 10, 2018; October 23, 2018
- b. Contract for Professional Services for Landfill Cap repair
- c. Highway Garage Construction – Owner/Contractor Agreement

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

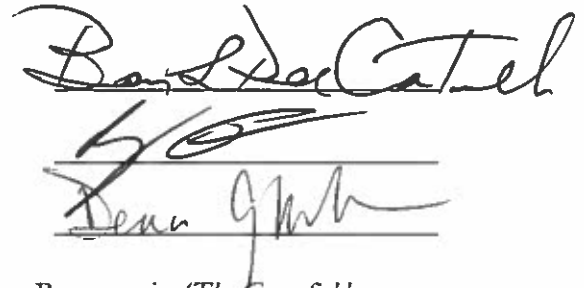
9. Adjourn the Meeting

**BUCKLAND SELECT BOARD
MEETING MINUTES
Buckland Town Hall
November 20, 2018, 5:30 p.m.**

Barry Del Castilho

Zachary J. Turner

Dena G. Willmore



Attendees: Barry Del Castilho, Zack Turner, Dena Willmore, Diane Broncaccio (*The Greenfield Recorder*), Steve Daby, John Gould, Andrea Llamas, Dana McNay (Falls Cable Access)

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

Appointments

5:30 p.m., Steve Daby – Highway Department Update, Driveway Permit Update – Steve Daby reported that the crew is down two workers for plowing; no one applied for the winter driver position. There have been some equipment issues with Trucks 19 and 25; sweeper will not be available until spring. When asked about potential road problems, Steve Daby indicated East Buckland Road, Avery Road, and Hog Hollow Road need attention. The big culvert on Charlemont road is deteriorating. Regarding the Curb Cut Permit for Wall Street, Steve Daby and Chief Bardwell inspected the site and agreed that the applicant's request was the safest plan.

Discussion about parking on North Street. Zack Turner moved to refer this to the Public Safety Committee; Barry Del Castilho seconded. **VOTED** unanimously in favor.

Diane Broncaccio entered the meeting at 5:39 p.m.. Steve Daby left the meeting at 5:45 p.m..

2. Agenda Items

a. **Award Highway Garage Construction Contract** – Zack Turner moved we sign the Highway Garage Construction Contract for the full bid price; Barry Del Castilho seconded. **VOTED** unanimously in favor.

b. **Award Highway Garage Project Manager Contract** – Dena Willmore indicated the Highway Garage Building Committee voted unanimously to hire City Point Partners. Zack Turner moved to award the Highway Garage Project Manager Contract to City Point Partners LLC for the agreed upon price of \$107,420; Barry Del Castilho seconded. **VOTED** unanimously in favor.

c. **Selectboard Policy – Board and Committee Appointments** – Barry Del Castilho indicated we received letters from John Gould and Jeff Rose who suggested consideration be given to Committee recommendations. John Gould suggested committees be supplied with applications for vacancies submitted. Zack Turner moved with that change, we adopt the policy; Barry Del Castilho seconded. **VOTED** unanimously in favor.

d. **Selectboard Policy - Marijuana Host Agreement** – Andrea Llamas indicated the policy is more specific as to community outreach, a minor change. Dena Willmore moved we accept the Town of Buckland Selectboard Policy Marijuana Host Agreement; Barry Del Castilho seconded. **VOTED** unanimously in favor.

e. **License Fees** – Board reviewed fees charged by the towns of Charlemont and Shelburne. Zack Turner suggested a rolling increase from year to year and a hearing with restaurants and businesses about an increased structure. Dena Willmore suggested raising fees that deal with alcohol, perhaps \$25.00. Zack Turner moved we keep the fees the same for 2019; Barry Del Castilho seconded. Put on the 2019 calendar in early October. **VOTED** unanimously in favor.

f. **Regional Animal Control Proposal** – Andrea Llamas indicated laws are now more stringent regarding the Animal Control Officer. The Sheriff's Department would take on a regional Animal Control Officer as an employee; they are trying to gauge interest. Discussion about fees for the Town Clerk; elected or appointed. Possible implementation of a shared ACO. The towns would pick up 75% of the cost. Dena indicated this could improve services with a minor increase in cost. Andrea Llamas will indicate our interest in the possible program.

g. **Silver Cane – Honoring Oldest Town Resident** – Zack Turner moved we award the Silver Cane award and certificate to Alta Clark of Upper Street; Barry Del Castilho seconded. **VOTED** unanimously in favor.

h. **Review of Blackboard Connect Policy** – Dena Willmore expressed concern about not getting calls. Andrea Llamas relayed various facets of the software; sometimes it does not know it is a person. Dena Willmore asked if one can get a text message; Andrea Llamas indicated it will send a text message. Dena Willmore felt a primary topic should be included. Zack Turner suggested more information on the Town website would suffice. Andrea Llamas will pass this information on to the Town Clerk.

John Gould left the meeting at 7:04 p.m..

3. **Documents to Sign**

a. **Selectboard Meeting Minutes: October 10, 2018** – Zack Turner moved we sign the Meeting Minutes; Barry Del Castilho seconded. **VOTED** unanimously in favor.

b. **Contract for Professional Services for Landfill Cap Repair** – Zack Turner moved we sign the contract for \$29,800 for Landfill Cap Repair; Barry Del Castilho seconded. **VOTED** unanimously in favor.

4. **Town Administrator Updates** – Andrea Llamas indicated the Finance Committee signed the reserve fund transfer request for Apple Valley internet access. Andrea Llamas indicated she is in negotiations with the Town of Northfield for the position of Town Administrator; she will give a 30-day notice. Consider hiring an interim Town Administrator.

5. **Items Not Anticipated by Chair 48 Hours in Advance of Meeting** – Green Communities Annual Report – Zack Turner moved to have Dena Willmore sign the Green Communities Annual Report; Barry Del Castilho seconded. **VOTED** unanimously in favor.

6. **Public Comment** – None.

7. **Volunteer Recognition** – Dena Willmore recognized the Highway Garage Committee. Zack Turner spoke of John Payne's passing.

8. **Announcements** – Moonlight Magic is Friday, November 23, 2018. The second December Selectboard meeting will be Wednesday, December 26, 2018.

At 7:24 p.m., Zack Turner moved to adjourn; Barry Del Castilho seconded. **VOTED** unanimously in favor. Meeting adjourned at 7:24 p.m..