

**BUCKLAND SELECTBOARD
NOTICE OF MEETING
Buckland Town Hall
17 State Street
Friday, January 3, 2020, 5:30 p.m.**

Listing of Topics

1. Appointments

5:45 p.m.: Franklin County Solid Waste Management District, Jan Ameen

2. Agenda Items

- a. Snow Removal on Public Ways, Sidewalks
- b. META Grant Proposal, Energy Committee
- c. Selectboard Fiscal Year 2021 Budget
- d. FY18 Audit Report and FY19 Audit Schedule
- e. Highway Facility Update
- f. Senior Center Update
- g. Recreation Area Pool Fund Donation - Elizabeth and Philip Lentini
- h. January Meeting Schedule

3. Documents to Sign

- a. Select Board Meeting Minutes: September 24, 2019, October 21, 2019, November 7, 2019, November 12, 2019
- b. Downtown Technical Assistance Grant (Economic Development Feasibility Study)
- c. Apple Valley Broadband Contract

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

**BUCKLAND SELECT BOARD
MEETING MINUTES
Buckland Town Hall
17 State Street
Friday, January 3, 2020, 5:30 p.m.**

Barry L. Del Castilho

Zachary J. Turner

Dena G. Willmore

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Barry DelCastilho

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Zachary J. Turner

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Dena Willmore

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Attendees: Barry Del Castilho, Zack Turner, Dena Willmore, Heather Butler, Steve Daby, Andrea Donlon, George Glick, Ellen Kaufmann, Marilyn Kelsey, Margaret Olin, James Sullivan (Falls Cable), Marti Taft-Ferguson,

Zack Turner opened the meeting at 5:30 p.m..

2. Agenda Items

a. **Snow Removal on Public Ways, Sidewalks** – Zack Turner said some residents were complaining about sidewalks not being shoveled. It can be dangerous for children walking to school. Dena Willmore noted there is no Town By-Law to clear sidewalks, and that we could write one to present at Annual Town Meeting. With a By-Law, there could be some shared responsibility. Steve Daby said there is 19,272 linear feet or 3.65 miles of sidewalks of which about 180 are private properties that abut the sidewalks. Approximately 400 people live on these properties. It would cost roughly \$8,000 per storm to clear all the sidewalks. George Glick said the Town plows snow onto his sidewalk. Dena Willmore moved we go forward and write a By-Law to be presented at Town Meeting this spring; Zack Turner seconded. **VOTED** unanimously in favor.

Andrea Donlon and Marti Taft-Ferguson entered the meeting at 5:42 p.m..

1. Appointments

5:45 p.m., Franklin County Solid Waste Management District – Jan Ameen was unable to attend due to a prior commitment. Heather Butler said the DEP negotiated a five-year contract with Waste Management, and there are many concerns. DEP is looking at making an amendment with language for town appropriations. Town Counsel has concerns as there is no termination clause or a mechanism for appropriation. Andrea Donlon attended a Solid Waste Management Board meeting. It could be better if the towns did not sign a contract and banded together. Jan Ameen recommends signing the contract but holding it while she looks for options. Marti Taft-Ferguson said the Chinese market for recycling has collapsed. Perhaps native recyclers could make the market return. Barry Del Castilho felt if enough towns opted out, the Municipal Recycling Facility would be impacted.

Steve Daby, Andrea Donlon, George Glick, and Marti Taft-Ferguson left the meeting at 6:10 p.m.. Margaret Olin entered the meeting at 6:10 p.m..

Back to Agenda Items:

b. **META Grant Proposal, Energy Committee** – Margaret Olin spoke about sites for town-owned land for community solar arrays; if no town-owned sites are available, it would be quite a procedure. A roof top site would work. Buckland was one of twenty towns to be considered. Heather Butler did a reference check on Northeast Solar. The Town of Montague felt Northeast

Solar was very committed to community solar. The estimate for when a system pays for itself is five-six years. The permitting phase takes the most time – about six months. A 1.5-acre site could accommodate about fifty-five families. Dena Willmore moved we accept the proposal for Northeast Solar; Barry Del Castilho seconded. **VOTED** unanimously in favor.

Ellen Kaufmann and Margaret Olin left the meeting at 6:25 p.m..

c. **Select Board Fiscal Year 2021 Budget** – Heather Butler said it is level-funded with some nominal increases. Asking for \$2,000 for legal fees as KP Law's hourly rate has gone up. Put \$2,800 in Technical Stabilization for the Town Clerk and Assessors offices for necessary computer upgrades.

Marilyn Kelsey entered the meeting at 6:35 p.m..

d. **Fiscal Year 2018 Audit Report and Fiscal 2019 Audit Schedule** – Heather Butler noted the Management Letter shows areas for improvement. OPEB and depreciation schedules were addressed in Fiscal Year 2019. Scanlon will amend the Management Letter. Sewer Fees is an Enterprise Fund and should not be considered. The Fiscal Year 2019 Audit will be underway soon.

e. **Highway Facility Update** – Dena Willmore said the winter level grading is done. The interior of the main building is being painted. The wall board needs to be done. The pole barn ridge cap is not on. The electric is being installed in the pole barn. Trim going on in the main building. A plan for the work on the side issues is being done for early spring.

f. **Senior Center Update** – They are meeting on January 10, 2020 regarding site and design; they will view the Masonic Building and the Buckland Police Building. The primary focus is on the Masonic Building.

g. **Recreation Area Pool Fund Donation – Elizabeth and Philip Lentini** – Barry Del Castilho moved to accept the donation; Dena Willmore seconded. **VOTED** unanimously in favor.

h. **January Meeting Schedule** – Will meet on January 21, 2020.

3. **Documents to Sign**

a. **Select Board Meeting Minutes: September 24, 2019, October 21, 2019, November 7, 2019, November 12, 2019** –

Dena Willmore moved to sign the Meeting Minutes

b. **Downtown Technical Assistance Grant (Economic Development Feasibility Study)** –

This is another grant opportunity for \$15,000 to look at Conway Street and lower Ashfield Street for an analysis to see what is going on and what development could go on in that area. Dena Willmore moved to sign the Grant; Barry Del Castilho seconded. **VOTED** unanimously in favor.

c. **Apple Valley Broadband Contract** – We need it earmarked to cover the cost. Barry Del Castilho moved to sign; Dena Willmore seconded. **VOTED** unanimously in favor.

Dena Willmore moved to authorize signing Department of Community Development Contract for Small Town Capital; Barry Del Castilho seconded. **VOTED** unanimously in favor.

4. **Town Administrator Updates** – As attached.

5. **Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting** – None.

6. **Public Comment** – Marilyn Kelsey felt transportation should be reinstated for transporting children to school. She said George Glick and Piepul help her with snow removal. She said she attended a December Senior Center presentation; a survey revealed the Masonic Building was \$700,000 and the proposal said \$850,000.

7. **Volunteer Recognition** – Andrea Donlon and Marti Taft-Ferguson for attending the recent Solid Waste information meeting. Steve Chandler for his handyman services to the Town.

8. **Announcements** – The Single Use Plastic Ban is now in effect. The annual Street Listing is being mailed by the Town Clerk's Office.

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

**SELECT BOARD, TOWN OF BUCKLAND
TOWN ADMINISTRATORS UPDATE
JAN 3, 2020**

Tax Bills

Bills were mailed in late December and while the tax rate only increase a penny most bills reflect an increase in values. This is good news for the area in general, but it's kept Pam and Lisa have been busy as residents come to ask why their taxes have gone up.

Budget

I have been attending regular finance committee meetings and working through the FY21 budget process. I have taken the Google Drive concept a few steps further and included all the documentation that would normally have been in the budget books, as well as any relevant correspondence and assessment notifications, and uploaded them. I have given viewing access to yourselves, the Finance Committee and the in-house Finance Team. If you have an opportunity to go on and look around, I am looking for feedback.

Transfer Station

As you are all aware, we have been experiencing some technical issues at the Transfer Station with the new compactor. The installer was able to make the necessary corrections yesterday. We hope. We have also determined that some electrical upgrades may be necessary to keep the problem from reoccurring. Thank you to the alternate attendant, Dennis Stetson, for keeping things as orderly as possible these last few weeks. The timing couldn't have been worse but he helped make the best of it.

Road Reconstruction

We have wrapped up both William and Upper Street projects for the winter. The contractor for both projects, GEG, still has a few punch list items but they will have to wait for Spring.

Construction for William Street Phase II and the parking lot behind the Town Hall will go out to bid next week. Bids will be due Jan. 30th.

We will have a public hearing in February to finalize plans for a CBDG submission for lower Ashfield Street and the grant application will be submitted in March.

A survey team from VHB has been in the Apple Valley area over the last two weeks. We are anticipating a spring bid with summer / fall construction.

Letters of intent have been mailed to property owners along Conway Street, Summer Street, South Street and Conway Road leading up to the TIP road reconstruction project. The project will require several dozen permanent easements and even more temporary easements. Property owners have been coming in hourly to review the plans. I am taking down their concerns and will pass them along to the design engineers. We will plan for a public hearing in February. The next step will be have a vote at the Town Meeting in May that authorizes you to begin the legal easement taking process. By that point we will have more definitive plans and would be making appointments to meet with property owners one by one.

Green Communities

We continue to move through the complexities of this project. We are getting closer to a purchase and sale agreement with Eversource and preparing to order, through the MAPC bid

structure, the LED fixtures. We are going with a very low lumens as to maintain the coveted under-illuminated status the community enjoys.

Chair Breakfast

The Moderator and I held our first Chair breakfast in early December. It was well attended. My hope was to keep it to an hour, but everyone had a lot to report. We identified several areas of peak interest and overlap between boards, including housing (affordable and vacant) and short-term rentals. We have set a date of Feb. 13th for our next meeting. In addition to hearing updates and concerns from boards and committees we will focus on housing issues. The goal is to start to find some specific goals and actional steps that we can bring to a full All Boards meeting before the Town Meeting.