

**BUCKLAND SELECTBOARD  
NOTICE OF MEETING  
Buckland Town Hall  
17 State Street  
Tuesday, February 25, 2020, 5:30 p.m.**

**Listing of Topics**

**1. Appointments**

5:45 p.m.: Whit Sanford, GSFBA MA Development Grant Application

**2. Agenda Items**

- a. Personnel
  - i. Fiscal Year 2021 COLA
  - ii. Town Administrator Contract Amendment
- b. Budget & Town Meeting:
  - i. FY21 Budget
  - ii. Open Warrant, May 6, 2020 Annual Town Meeting
- c. Council on Aging
  - i. Legislative Budget Support Letter Request

**3. Documents to Sign**

- a. Eversource Streetlight Purchase Agreement
- b. CAI Technologies, GIS Services
- c. Use of Town Hall Application, Mohawk Trail Woodlands Partnership, Public Info Session, Thursday, April 2, 2020, 6:00 to 7:00 p.m.
- d. Use of Town Hall Application, Ashfield Community Theater, The Miraculous Journey of Edward Tulane, Various Dates in May and June.
- e. Select Board Meeting Minutes - December 19, 2019, January 21, 2020
- f. Larissa G., LLC, d/b/a Buckland Pizza House Liquor License

**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 to Executive Session under Chapter 30A, Section 21 (a) 2: To conduct strategy sessions in preparation for negotiations with nonunion personnel. Not to return to open session.**

**BUCKLAND SELECT BOARD  
MEETING MINUTES  
Buckland Town Hall  
17 State Street  
Tuesday, February 25, 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, Paula Consolo, David Knowles (Ashfield Community Theater), James Sullivan (Falls Cable), Jackie Walsh (Ashfield Community Theater)

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

**3. Documents to Sign**

d. **Use of Town Hall Application, Ashfield Community Theater, The Miraculous Journey of Edward Tulane, Various Dates in May and June** – Dena Willmore moved to approve the application to use Town Hall; Barry Del Castilho seconded. **VOTED** unanimously in favor.

David Knowles and Jackie Walsh left the meeting at 5:34 p.m..

**2. Agenda Items**

c. **Council On Aging – i. Legislative Budget Support Letter Request** – This request was tabled from the last Select Board meeting. Sylvia Smith responded to the Select Board's questions. Last year's request went toward reimbursement of expenses of professional services of P-3. The Council On Aging seeks funding toward continuing professional services. Dena Willmore expressed concern about seeking another earmark other than one toward the Buckland Recreation Area. The Town's updated Open Space and Recreation Plan is almost finalized which is a requirement for applying for funding at the Recreation Area. Table until next meeting.

**1. Appointments**

**5:45 p.m., Whit Sanford, GSFABA Massachusetts Development Grant Application** – Whit Sanford said a group began in January 2019 to think about holiday lighting. The electric supply for lighting is deficient. The hope is to raise \$30,000 which is the match required for the \$30,000 grant application. A Shelburne Falls initiative has been formed to support the businesses, and she hopes it has the Town's support.

Whit Sanford left the meeting at 6:09 p.m..

Back to Agenda Items:

a. **Personnel – i. Fiscal Year 2021 COLA** – There was a discussion regarding Highway Department salaries. Zack Turner suggested that the three-year employee and four-year employee be at the same pay rate, and leave the new employee at the same rate. Dena Willmore moved we set the COLA this year at 2.5%; Barry Del Castilho seconded. **VOTED** unanimously in favor. Dena Willmore moved we increase the base pay for the Highway Department \$.05 per hour from \$19.48 to \$19.53 which takes place on July 1, 2020, and the COLA would be applied; employee number 3 would be brought to parity with employee 4; Barry Del Castilho seconded. **VOTED** unanimously in favor. Dena Willmore suggested the Personnel Committee investigate salaries before next year.

ii. **Town Administrator Contract Amendment** - Barry Del Castilho said we certainly got more than we expected with our Town Administrator. Barry Del Castilho moved we amend the Town Administrator's contract beginning June 10, 2020, to \$75,000; Dena Willmore seconded. Dena Willmore amended the motion that the increase be effective July 1, 2020, and the contract now end June 30, 2022; Barry Del Castilho seconded. **VOTED** unanimously in favor. Heather Butler thanked the Select Board.

b. **Budget and Town Meeting (i.)** - There was discussion regarding the salary for the Town Clerk position and Town Clerk fees. Dena Willmore moved we put on the Annual Town Meeting Warrant to discontinue fees to the Town Clerk beginning July 1, 2020; Barry Del Castilho seconded. **VOTED** unanimously in favor. Dena Willmore moved that we do not extend the COLA to the incoming Town Clerk salary; Barry Del Castilho seconded. **VOTED** unanimously in favor.

Paula Consolo expressed concerns about the Mohawk Trail Regional School District budget. She said there is talk about cutting the budget, and the salary line item is 46% of the budget. She would like an analysis of the preschool specifically, and preschoolers being counted as full time slots.

ii. **Open Warrant, May 6, 2020 Annual Town Meeting** - Heather Butler proposed opening the Warrant March 26, 2020, closing the Warrant April 7, 2020, and approving the Warrant on April 14, 2020, then posted. The Select Board agreed.

### 3. **Documents to Sign**

a. **Eversource Streetlight Purchase Agreement** - Dena Willmore moved we give Zack Turner the authorization to sign when we finish negotiating the contract; Barry Del Castilho seconded. **VOTED** unanimously in favor.

b. **CAI Technologies, GIS Services** - This is the Assessors software. Dena Willmore moved we sign the contract for GIS Services; Barry Del Castilho seconded. **VOTED** unanimously in favor.

c. **Use of Town Hall Application, Mohawk Trail Woodlands Partnership, Public Info Session, Thursday, April 2, 2020, 6:00 - 7:00 p.m.** - Dena Willmore moved we approve the Use of Town Hall Request for the Mohawk Trail Woodlands Partnership; Barry Del Castilho seconded. **VOTED** unanimously in favor.

e. **Select Board Meeting Minutes - December 19, 2019, January 21, 2020** - Barry Del Castilho moved we sign the Meeting Minutes; Dena Willmore seconded. **VOTED** unanimously in favor.

f. **Larissa G., LLC., d/b/a/ Buckland Pizza Liquor License** - Dena Willmore moved we sign the liquor license; 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** - None.

7. **Volunteer Recognition** - The School Committee

8. **Announcements** - Rabies Clinic, Saturday, February 29, 2020, Shelburne Falls Veterinary Hospital, Route 2, 10:00 a.m. - 12:00 noon. Nomination Papers are available at Town Clerk's Office.

At 7:38 p.m., Barry Del Castilho moved to adjourn; Dena Willmore seconded. **VOTED** unanimously in favor. Meeting adjourned at 7:38 p.m..

**SELECT BOARD, TOWN OF BUCKLAND  
TOWN ADMINISTRATORS UPDATE  
FEB. 25, 2020**

**Early Voting**

The Town Clerk is set up for early voting for the March 3, 2020 primary election. As of this afternoon 14 residents have been in to vote. Early voting for the March 3rd Primary Election dates and times:

Monday, Feb. 24th	8am to 4pm
Tues., Feb. 25th	8am to 3pm
Wed. Feb. 26th	8am to 12noon
Thurs. Feb. 27th	8am to 4pm

There will be no early voting hours on Friday, Feb. 28th. Towns are required to hold Early Voting during their normal business hours and the Town Clerk's office is not open on Fridays. Early Voting will take place in the Town Clerk's Office, 17 State St., Buckland. Absentee ballots are also available and can be requested by the calling the Clerk's office. This information can be found on the Town Clerk's page of the Buckland website.

<https://www.town.buckland.ma.us/town-clerk/news/early-voting-march-3rd-primary-election>

**Senior Center Director:**

Cathy Buntin announced her plans to resign as the Senior Center director effective May 22, 2020 and has submitted her letter of resignation to the Shelburne Selectboard. She will be retiring from 31 years of public service, including 13 1/2 years of service with our seniors.

The Director's position will be filled according to the Senior Center Consortium Agreement as follows:

**"IV. Senior Center Personnel**

B. In the event the position of the Director becomes vacant, a Search Committee will be established. The Search Committee shall be comprised of one COA member from each member town and one Selectboard member from each member town or their designee. The Search Committee shall then select one additional member-at-large. The Search Committee shall present its recommendations for the finalists (if possible, at least three finalists) to the Shelburne Selectboard who will make the final hiring decision."

The Board would like the hiring to be done prior to Cathy's departure for a smooth transition with the goal of introducing a new director at annual town meetings this Spring.

**Highway Garage:**

The architect was onsite yesterday and worked through the items on the building punch list. Most of the items have been addressed but there are a handful outstanding, not including the site work we are anticipating this spring. We continue to hold a retainage.

**Excise Bills:**

We sent out just under \$140,000 in excise tax bills last week. Payments have been steady and we thank everyone for their prompt payment.

**Call Fire Firefighters:**

The Buckland and Shelburne Falls Fire Districts are looking for new call recruits. Call firefighters are asked to complete first responder training and a physical and to attend regular monthly

trainings. In return they are paid \$15.00 a hour and plenty of glory.