

**BUCKLAND SELECTBOARD
NOTICE OF MEETING
Buckland Town Hall
17 State Street
Tuesday, Nov. 12, 2019, 5:30 p.m.**

Listing of Topics

1. Appointments

5:30 p.m. Parking Ticket appeals

6:30 p.m. Linda Overing, Breezeway Consulting, CDBG Public Hearing, FY18 funding request

2. Agenda Items

a. Town Clerk's position, elected v. appointed

b. Greenfield Savings Bank donation and marker placement

c. Dec. 24 meeting date change

d. License & Permit fees annual review, tabled from 10-21-19

e. Highway Facility update

3. Documents to Sign

a. Minutes of Oct. 8, 2019 and Sept. 10, 2019

b. Franklin County Emergency Communications System (FCECS) MOU

c. Grant Administration Contract, FY19 CDBG

d. Weston & Sampson agreement, Ch 90 or FY18 CDBG

4. Town Administrator Updates

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

6. Public Comment:

7. Volunteer Recognition: Shelburne Falls Woman's Club for a spectacular season on the BOF.

8. Announcements: Final Senior Center Expansion hearing on site selection Nov. 18 at 6 p.m. in Ashfield Town Hall

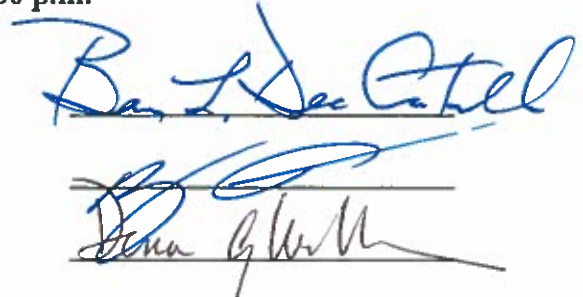
9. Adjourn the Meeting

BUCKLAND SELECT BOARD
MEETING MINUTES
Buckland Town Hall
17 State Street
Tuesday, November 12, 2019, 5:30 p.m.

Barry L. Del Castilho

Zachary J. Turner

Dena G. Willmore



Attendees: Barry Del Castilho, Zack Turner, Dena Willmore, Heather Butler, Elizabeth Cerone, Justin Costa (Community Action), Marilyn Kelsey, Linda Overing (Breezeway Farm Consulting), Janice Purington, Harvey Schaktman, James Sullivan (Falls Cable)

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

1. Appointments

5:30 p.m. Parking Ticket Appeals

Dena Willmore moved to grant the parking ticket appeal for Ivy Skinner for \$15.00 for overtime parking on William Street; Barry Del Castilho seconded. Ivy Skinner said her car was towed for being unregistered and parked in the same parking spot for five days. She said she was not objecting to the fact that her car was towed but that she received the \$15.00 ticket in the mail after the fact.

VOTED unanimously in favor.

Dena Willmore moved to not grant the parking ticket appeal for Harvey Schaktman for \$15.00 for prohibited parking on William Street; Barry Del Castilho seconded. Mr. Schaktman said he was parking in front of the rear entrance to Town Hall and that the space used to be a legal parking space. Harvey Schaktman stated he noted the no parking sign had been moved and that the space was now included in the prohibited parking area but parked there anyway to attend a Planning Board meeting. He said he did not believe the Town should change the parking rules without notifying residents.

Barry Del Castilho exited the meeting room. When he returned he noted that he could see the holes in the siding where the *no parking* sign was originally located and withdrew his second. The motion failed for lack of a second. Barry Del Castilho made a new motion to grant the appeal; Zack Turner seconded. The motion carried 2-1 with Dena Willmore abstaining.

2. Agenda Items

a. **Town Clerk Position - Elected vs. Appointed** - Dena Wilmore said she would like the Board to consider whether it is time to change the Clerk's position from elected to appointed as the current Town Clerk is set to retire in June after 30 years. Dena Willmore said an appointed Clerk would give the Town the opportunity to hire a Clerk with experience as opposed to electing someone without experience.

Town Clerk Janice Purington said she strongly objects to changing the position from elected to appointed because the Clerk serves as the chief election official and therefore should not have to be appointed by people who are themselves elected. The Clerk position should remain neutral, she said. Dena Willmore said it is often difficult to find people to run for elected offices and appointing

a Clerk would ensure the Town is never without. Janice Purington said there has always been a resident willing to serve in the Town's history. She said she was not experienced when she first sought election but made sure to get the training she would need to perform the job. She said she has also appointed an Assistant Town Clerk who has been learning the job and would likely seek election to replace her. Willmore asked Assistant Town Clerk Elizabeth Cerone whether she wouldn't be more comfortable being appointed so she wouldn't have to worry about being elected every three years. Cerone said the election process is not a problem for her and thinks it would provide her with a positive endorsement that residents felt she was doing a good job by re-electing her. Janice Purington said 83 percent of towns with populations of less than 10,000 have elected clerks and that the percentage is higher for towns with populations of less than 3,000. The Board tabled the discussion for the time being.

b. **Greenfield Savings Bank** - The Board discussed a complaint from a resident regarding the location of a small plaque recognizing the donation of an elm tree planted at the Town Cemetery behind the Town Common. The resident stated, in an email to the Board, that the plaque is an advertisement because it has the Greenfield Savings Bank's name on it and that an advertisement does not belong in the cemetery. Barry Del Castilho asked for a reminder of how the donation had occurred. Town Administrator Heather Butler said Greenfield Savings Bank sent the Select Board a letter offering the tree in recognition of the Bank's 150th Anniversary. She said the Board had voted to accept the tree and the location of the tree was designated to Dena Willmore.

Dena Willmore said she chose the location because it fills in a space where trees once stood along the front of the cemetery and because it is was near a watering source. She said she was not sure if the tree and the plaque are actually on cemetery property as the fencing was recently replaced and was not put in the same place as the original fence. Zack Turner asked the issue be tabled to allow him the opportunity to go see the tree and the marker.

c. **December 24, 2019 Meeting** - The Board noted their second December meeting would fall on Christmas Eve and should be rescheduled. Barry Del Castilho said he did not want to cancel the meeting altogether because that would leave five weeks between meetings. He suggested the Board meet on Thursday, January 2, 2020 instead. There were no objections from other Board members.

d. **Review 2020 License Fees** – After a discussion about increasing some license fees, Zack Turner made a motion to increase fees for Liquor License pouring licenses from \$925.00 to \$1,000.00 and Liquor License Retail Licenses from \$715.00 to \$800.00. Barry Del Castilho seconded. **VOTED** unanimously in favor. Zack Turner made a motion to eliminate the \$50.00 fee for Dealer Plates. Dena Willmore seconded. **VOTED** unanimously in favor.

6:30 pm FY18 CDBG Public Hearing

Zack Turner opened a Public Hearing for the Community Development Block Grant program and read the hearing notice into the record.

Grant Administrator Linda Overing said this was an opportunity for the Board to hear from the public regarding the FY18 CDBG project goals. Community Action Director Justin Costa was present to provide feedback about how the program's support benefits the area's food pantry program. The Board also heard feedback regarding the reconstruction of William Street Phase I and accepted a punch list written by the project engineer and agreed to by the contractor.

Linda Overing said there were unexpended funds in the FY18 grant and asked the Board to consider a proposal to reallocate the funds to implement future Wayfinding Tools, as determined through a DLTA grant with Shelburne and to reconstruct the parking lot behind the Town Hall. Barry Del

Castilho made a motion to reallocate the funds as requested and authorized Chairman Zack Turner to sign the amendment form; Dena Willmore seconded. **VOTED** unanimously in favor.

3. **Documents to Sign**

a. **Selectboard Meeting Minutes – October 8, 2019, September 1, 2019** – Dena Willmore moved approval; Barry Del Castilho seconded. **VOTED** unanimously in favor.

b. **Franklin County Emergency Communications System (FCECS) MOU** – Barry Del Castilho moved to sign the Memorandum of Understanding after some discussion. The Board asked for clarification regarding the assessment obligations for the Buckland Fire Department and the Shelburne Falls Fire District, the location of equipment in Buckland and the availability of an annual report. Dena Willmore seconded. **VOTED** unanimously in favor.

c. **CDBG Grant Administration Contract** – Dena Willmore moved to sign a contract with Breezeway Farm Consulting Inc. for the management of the FY19 CDBG Grant and the preparation of the FY20 CDBG Application; Barry Del Castilho seconded. **VOTED** unanimously in favor.

d. **Weston & Sampson Agreement** – Dena Willmore moved to sign a contract with Weston and Sampson to provide engineering services for the parking lot area behind the Town Hall. The total cost, \$5,400 is to be paid for with Chapter 90 funds. Barry Del Castilho seconded. **VOTED** unanimously in favor.

4. **Town Administrator Updates** – Heather Butler said she attended one of the three forums for the Senior Center Expansion project site selection process and has brought back the power point presentation for the Board's review. She said the Town is still waiting to hear whether its request for a Brownfield assessment at the Buckland Police Station will be accepted by FRCOG; that the Town's FY20 Mass Works grant application for the reconstruction of Charlemont Road was not successful. Meanwhile Upper Street is finishing up and after two rainouts we hope to have final pavement down on this Friday.

Heather Butler said the draft minutes for the Board's Tax Classification hearing are attached and show the Board's vote to maintain a single tax rate. Heather Butler said members of the Recreation Commission have moved ahead with the creation of a Friends of Buckland Recreation, Inc. and now have an EN numbers so they can move forward with a Pool fundraising program. Also, she said that the Open Space and Recreation Committee has published a survey on the Town's website soliciting opinions from residents regarding the communities goals.

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

6. **Public Comment** – Marilyn Kelsey asked whether the Senior Center Expansion Committee's meeting for Nov. 13, 2019 had been cancelled as it was not posted correctly. Heather Butler noted it had been.

7. **Volunteer Recognition** – The Shelburne Falls Women's Club for their annual maintenance of the Bridge of Flowers.

8. **Announcements** – A final site selection forum for the Senior Center Expansion project will be held at 6:30 p.m. in Ashfield on Monday, Nov. 18, 2019.

At 7:25 p.m., Dena Willmore moved to adjourn; Barry Del Castilho seconded. **VOTED** unanimously in favor. Meeting adjourned at 7:25 p.m..