

**BUCKLAND SELECTBOARD
NOTICE OF MEETING
Buckland Town Hall
17 State Street
Tuesday, September 25, 2018, 5:30 p.m.**

Listing of Topics

1. **Appointments**

5:45 p.m., Verizon Pole Hearing – Avery Road job 1A2Z7RM

2. **Agenda Items**

- a. Selectboard Marijuana Host Agreement Application Policy
- b. Town Email Address – Use and Policy
- c. Committee/Board Appointments – Selectboard Policy
- d. Special Town Meeting/Special Town Election – Highway Garage Schedule
- e. Complete Streets Prioritization Grant Submission
- f. Hog Hollow Road Status
- g. Highway Advisory Committee
- h. Liaison Reports

3. **Documents to Sign**

- a. Selectboard Meeting Minutes: August 7, 2018, August 21, 2018

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
September 25, 2018, 5:30 p.m.

Barry Del Castilho

Zachary J. Turner

Dena G. Willmore



Attendees: Barry Del Castilho, Zack Turner, Dena Willmore, Paul Davis (Verizon), John Gould, Lyn Kelsey, Christopher Lenaerts, Andrea Llamas, Jeffrey Rose, James Sullivan (Falls Cable)

Dena Willmore opened the meeting at 5:30 p.m.. A sign-in sheet is attached.

2. Agenda Items

a. **Selectboard Marijuana Host Agreement Application Policy** – Barry Del Castilho suggested a list of items to be addressed in the required Community Outreach Meeting. Zack Turner suggested detailed site plans be provided at the Outreach Meeting. Dena Willmore suggested escrow funds be submitted in advance of application as indicated by K-P Law. Barry Del Castilho indicated the law says it should be a give and take process, not ‘unreasonably impractical’. Zack Turner suggested an environmental study. Discussion about Selectboard requiring applicants to get permitting done first – questions will be referred to K-P Law.

Appointments

5:45 p.m., Verizon Pole Hearing – Avery Road, Job 1A2Z7RM – Dena Willmore opened the Pole Hearing at 5:45 p.m.. Paul Davis, Verizon, indicated the pole will be situated on the Langford property to enable Eversource to update the service. Dena Willmore asked for Public Comment; there was none. Zack Turner moved to accept the Petition; Barry Del Castilho seconded. **VOTED** unanimously in favor. Zack Turner moved to close the Pole Hearing; Barry Del Castilho seconded. **VOTED** unanimously in favor.

Paul Davis left the meeting at 5:48 p.m..

Back to Agenda Items

a. **Selectboard Marijuana Host Agreement Application Policy** – Dena Willmore asked for Public Comment; there was none.

b. **Town Email Address – Use and Policy** – Andrea Llamas indicated this would be very useful for archiving board emails. Could set up one email address for each board and committee; cost would be about \$500 a year. Barry Del Castilho suggested other boards and committees would decide how to use this. Andrea Llamas will work on the Use Policy.

c. **Committee/Board Appointments – Selectboard Policy** – Barry Del Castilho obtained a policy, and Andrea Llamas revised. Board to review and submit comments.

d. **Special Town Meeting/Special Town Election – Highway Garage Schedule** – Andrea Llamas indicated a dollar amount is necessary for ballots to be printed. Award construction bid on October 23. November 13, 2018 for Special Town Meeting; November 14, 2018 for Special Town Election.

e. **Complete Streets Prioritization Grant Submission** – FRCOG recommended including Ashfield Street intersection by train tracks (pedestrian marking) in grant application due on Monday. Regarding a question about North Street, there may be a program called Safe Streets to School we

could leverage. Zack Turner moved to sign the Complete Streets grant application; Barry Del Castilho seconded. **VOTED** unanimously in favor.

f. **Hog Hollow Road Status** – Received a letter from a resident regarding Hog Hollow Road. The Highway crew anticipate being on Hog Hollow Road for another week (weather permitting).

g. **Highway Advisory Committee** – Discussion about having a Highway Advisory Committee as done in other towns. Zack Turner indicated it gives the residents a platform for having a say; the actual budget for repairs is very small. Andrea Llamas indicated a very clear charge would be needed. Dena Willmore suggested increasing the role of the liaison to departments. Andrea Llamas suggested that the Highway Superintendent come in monthly to update status of projects.

h. **Liaison Reports** – Zack Turner had nothing to report on Police and Highway Departments. Town Hall updating software and servers in Assessors and Tax Collector offices.

3. **Documents to Sign**

a. **Selectboard Meeting Minutes: August 7, 2018, August 21, 2018** – Zack Turner moved we accept the Minutes; Dena Willmore seconded. **VOTED** unanimously in favor. Barry Del Castilho abstained.

4. **Town Administrator Updates** – Open Space Plan Update – Will have more information in two weeks on updating of the document which could cost up to \$15,000 – a grant program may be available. Comcast – waiting for pole cost (Verizon).

5. **Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting** – Town Hall Use Request by GSFABA for October 23, 2018 Mass. Cultural Council Retreat – Zack Turner moved we let them use the Town Hall for \$45.00; Barry Del Castilho seconded. **VOTED** unanimously in favor.

6. **Public Comment** – Jeff Rose expressed concern about possible disruption on Boards when appointing new members; there should be input by Boards themselves. Christopher Lenaerts expressed concern about how he was treated as an Agricultural Commission member at a recent meeting. Lyn Kelsey spoke about emails, and guidelines with Boards. Spoke about Co-Chairs on the Planning Board.

7. **Volunteer Recognition** – Dan Fleuriel and Matt Ahearn for hanging art work and awards in Town Hall.

8. **Announcements** - Colonial Days on Columbus Day weekend.

At 7:00 p.m., Barry Del Castilho moved to adjourn the meeting; Zack Turner seconded. **VOTED** unanimously in favor. Meeting adjourned at 7:00 p.m..