

**Buckland Select Board
Meeting Minutes
July 13, 2021 5:30 p.m.
Buckland Town Hall**

Agenda

Appointments

5:30 p.m. Conway Street TIP Project, Shelburne Falls Water District

6: p.m. Municipal ADA Improvement Grant final report - Megan Rhodes FRCOG

Agenda Items

Reorganization

FY22 Appointments Continued

Emergency Management Team (one year term) - Heather Butler

Hazardous waste coordinator (one year term) - Select Board member

Select Board Adm. Assistant - Pamela Guyette

Street Lister - Karen Blom

Town Accountant - FRCOG

Other Select Board Positions

Mowing Bid - revisions to specifications

Bleacher set-up, Cricket Field

Designation of Election Workers, Special Town Election

Town Administrator - Goal setting

Documents to Sign

Minutes, June 29, 2021

PARC Grant application letter of support

Outdoor Dining Permit, Floodwater brewery

FRCOG MOU's for FCCIP and FCECS

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

Select Board Member Concerns

Town Administrator's Report

Public Comment

Volunteer Recognition: Larry Langford of the Finance Committee

Announcements

Reminder, Special Town Election on Tuesday, August 31st

Attendees

Zachary Turner - Select Board Chair
 Barry Del Castilho - Select Board Member
 Clinton Phillips - Select Board Member
 Heather Butler - Buckland Town Administrator
 Karen Blom - Buckland Town Clerk
 Dana McNay - Falls Cable
 Mary Bolduc - Boards' Clerk
 Ronald Dobosz, Sr. - Shelburne Falls Water District
 Douglas Cole - Shelburne Falls Water District
 Rebecca McDermott - Shelburne Falls Water District
 Megan Rhodes - FRCOG
 Zachary Livingston - Floodwater Brewery

Meeting

Meeting was opened at 5:30 p.m. by Barry Del Castilho.

Reorganization - This agenda item was taken out of order to allow for the new Chair to preside at the meeting. Mr. Turner nominated himself as the new Board Chair, seconded by Mr. Phillips. Vote in favor of motion was unanimous.

Appointments -

5:30 p.m. Conway Street TIP Project - Ms. Butler gave an overview of the Water District's financial responsibilities/expectations for infrastructure improvements involved in the Conway Street TIP Project. Ms. Butler stated that it makes no difference to DOT whether water portion of project is done or not. However, in some places the water component cannot be removed. Mr. Turner asked whether the Water District cannot or would not appropriate the funds, to which Mr. Dobosz responded that while recognizing the need, the District realistically cannot afford the price tag. Discussion followed between Ms. Butler, water commissioners, and Board members covering timing of project, when payments will become due, what realistically the Water District can afford, collaboration on raising/appropriating the necessary funds, ramifications of not following current construction schedule, possible grants through the American Rescue Plan. Following their appointment at the Select Board meeting, Water District members were meeting as a board. They will check back in with Select Board next month. Documents pertaining to this item are available on the Town website as an attachment to this meeting.

6:00 p.m. Municipal ADA Improvement Grant final report, Megan Rhodes FRCOG - Ms. Rhodes explained the evaluation process and resulting findings. Ms. Rhodes gave examples of reasonable accommodations that may be required and ways to provide them; she is hoping to provide Select Board training. Some areas that need to be addressed are the Town website to better accommodate the visually impaired; better access to restrooms at the Buckland Recreation area, as well as easier to manage door handles; repainting handicap parking spaces; tactile signs. She stated

that the state has implementation grant money to accomplish the goals of the report. A brief Board discussion followed. The ADA Self-Evaluation and Transition Plan can be viewed on the Town website as an attachment to this meeting.

Agenda Items

Reorganization - As stated previously, this agenda item was addressed at the beginning of the meeting, prior to scheduled appointments.

FY22 Appointments continued -

Emergency Management Team (one year term) - Heather Butler. Mr. Del Castilho moved to approve Ms. Butler, seconded by Mr. Phillips. Vote in favor of the motion was unanimous.

Hazardous waste coordinator (one year term) - Select Board member. Mr. Turner moved to appoint Clinton Phillips, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous.

Mr. Del Castilho moved to approve Pamela Guyette as Select Board Administrative Assistant, Karen Blom as Street Lister, and FRCOG for Town Accountant. Mr. Phillips seconded the motion which was approved unanimously.

Other Select Board positions - Filling these vacancies was tabled until a future meeting.

Mowing Bid; revisions to specifications - Ms. Butler gave an overview of what the bid includes. Mr. Turner suggested that a facilities worker position be created to perform the duties outlined in the bid specifications in addition to repairs at Town Hall, etc. He explained his vision for such a position and that it would cover work which is currently contracted out. Ms. Butler recognized the need for the position, and will explore the financial possibility. She will report back to Board at the next meeting; this agenda item is tabled until that time. The Mowing Specs for Bid document is available on the Town website as an attachment to this meeting.

Bleacher Set-up, Cricket Field - Mr. Philips reported that a dumpster would be necessary to remove old bleachers and that he may possibly have a lead on a dumpster. Ms. Butler will speak to Highway Department for set up of new bleachers and stated that if the baseball league can provide the dumpster, the town has the equipment to load demolition material. Brief discussion followed regarding style of bleachers, installation, and process for taking out the old and setting up the new.

Designation of Election Workers, Special Town Election - Ms. Blom presented a list of poll workers noting that some are aging out, creating a need for others to be added to the list. She also reported that she is planning to have a training session for new workers. Mr. Turner moved to approve all with additions, seconded by Mr. Phillips. Vote to approve motion was unanimous. A list of poll workers is available on the Town website as an attachment to this meeting. Ms. Blom then explained the State requirements for party parity for the Board of Registrars and the fact that registrars cannot be elected or appointed to other board positions. Presented to the Board were Laura Scott for a 3 year term and Bob Dean for a 1 year alternate position. Mr. Del

Castilho moved to approve both appointments, seconded by Mr. Phillips. Vote to approve the motion was unanimous.

Ms. Blom inquired about timing of warrant for Special Election to allow for ballots to be printed. She would like to do a robo-call and advertising to educate residents regarding the August 31 election.

Town Administrator, Goal Setting - Ms. Butler asked if there was a specific format the Board would like her to follow in presenting her goals. Brief discussion on goal setting followed.

Documents to Sign

Minutes June 29, 2021 - Mr. Del Castilho moved to approve/sign seconded by Mr. Turner. Vote to approve/sign was unanimous.

PARC Grant application letter of support - Mr. Turner moved to sign, seconded by Mr. Phillips. Vote in favor of motion was unanimous. Letter is available on Town Website as an attachment to this agenda.

Outdoor Dining Permit, Floodwater Brewery - Mr. Livingston was in attendance to present his proposed outdoor seating plan and answer any questions the Board may have. Following a brief discussion, Mr. Del Castilho moved to sign the permit, seconded by Mr. Phillips. Vote in favor was unanimous. Permit application is available on Town website as an attachment to this agenda.

FRCOG MOU's for FCCIP (Franklin County Cooperative Inspection Program) and FCECS (Franklin County Emergency Communication System) - Ms. Butler explained the MOU's and recommended that the Board approve them. Mr. Del Castilho moved to approve/sign, seconded by Mr. Phillips. Vote in favor of motion was unanimous.

Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting - There were no such items at this meeting.

Select Board Concerns - There were no Select Board Concerns at this meeting.

Town Administrator's Report - Town Administrator's Report with attachments is available as an attachment to this meeting.

Public Comment - No public comment.

Volunteer Recognition - Larry Langford of the Finance Committee was recognized for the time and effort he continually dedicates. Mr. Del Castilho also commended Peggy Hart for her contributions to the Board of Health, particularly the opting out plan for mosquito spraying.

Announcements - A reminder was given for the Special Election on Tuesday, August 31, 2021. With no further business, Mr. Del Castillo moved to adjourn, seconded by Mr. Phillips. Motion to adjourn was approved unanimously. Meeting adjourned at 7:12 p.m.

Respectfully Submitted by Mary Bolduc, Boards' Clerk, July 27, 2021

Signed:

Zachary Turner



Barry Del Castillo



Clinton Phillips

