

**BUCKLAND SELECTBOARD  
SEWER COMMISSIONERS  
NOTICE OF MEETING  
Buckland Town Hall  
17 State Street  
Wednesday, December 26, 2018, 4:30 p.m.**

**Listing of Topics**

**1. Appointments**

4:30 p.m. School Committee – Rural School Aid

4:45 p.m. **Sewer Commissioners Meeting**

- a. Sewer Commissioners Minutes: July 9, 2018
- b. Abatement Request – 1 Kratt Avenue

6:00 p.m.: Interim Town Administrator Interview

6:30 p.m.: Interim Town Administrator Interview

7:00 p.m.: Interim Town Administrator Interview

**2. Agenda Items**

- a. Selectboard Appointments
- b. Agreement for Services with Ashfield for Fiber Network Services
- c. Warrant Approval Process
- d. 2019 Budget Update/Special Town Meeting

**3. Documents to Sign**

- a. Letter of Support for the Community Compact Regionalization Grant for Senior Center
- b. Wood Pellet Bag Recycling Shed Memorandum of Understanding
- c. Breezeway Farm Consulting - Ashfield Street Design Project Contract Amendment

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

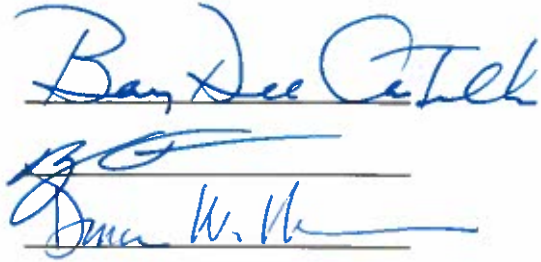
9. Adjourn the Meeting

**BUCKLAND SELECT BOARD  
MEETING MINUTES  
Buckland Town Hall  
December 26, 2018, 4:30 p.m.**

Barry Del Castilho

Zachary J. Turner

Dena G. Willmore



Attendees: Barry Del Castilho, Zack Turner, Dena Willmore, Marilyn Kelsey, Andrea Llamas, Dana McNay (Falls Cable Access), Robert Markel, Kevin Paicos, David Parrella, Martha Thurber

Dena Willmore opened the meeting at 4:30 p.m..

**Appointments**

**4:30 p.m., School Committee – Rural School Aid** – Martha Thurber asked for Board's support to sign a letter in support of Rural Aid. Looking at Chapter 70 funding formula; rural education is under-funded. Mass Schools Rural Coalition met a few weeks ago to urge consideration of a rural formula. Asking for Selectboards of member towns to sign the letter of support. Rural Day is in February; letters will be sent to government officials, etc.. Zack Turner moved we sign the Letter of Support; Barry Del Castilho seconded. **VOTED** unanimously in favor.

David Parrella and Martha Thurber left the meeting at 4:35 p.m..

**2. Agenda Items**

a. **Selectboard Appointments** – Chair will fill in for ADA Coordinator, Right-to-Know Coordinator, and Technology Committee. Zack Turner will be the Police Liaison, Barry Del Castilho will serve as Town Hall Liaison, and Dena Willmore will be the Highway Department Liaison. Zack Turner moved we approve the afore-mentioned changes for permanent ADA Coordinator, Right-to-Know Coordinator, and Technology Committee, and Liaisons; Barry Del Castilho seconded. **VOTED** unanimously in favor.

b. **Agreement for Services with Ashfield Fiber Network Services** – Waiting for final legal review.

c. **Warrant Approval Process** – Dena Willmore moved we allow the Town Administrator and a Selectboard person sign the warrants; Barry Del Castilho seconded. Leave in Treasurer's Office for other Board members to review. **VOTED** unanimously in favor.

d. **2019 Budget Update/Special Town Meeting** – Discussion about funds that may need Reserve Fund transfers to take care of audit expense, Highway Facility Project expenses, OPEB work, garage borrowing, etc.. Waiting for Free Cash number.

**4:45 p.m., Sewer Commissioners Meeting** – At 4:58 p.m., Dena Willmore opened the Buckland Sewer Commissioners Meeting. Dena Willmore moved to approve the July 9, 2018 Sewer Commissioners Meeting Minutes; Zack Turner seconded. **VOTED** unanimously in favor.

Abatement Request for 1 Kratt Avenue – Home still not connected to sewer. Zack Turner moved to approve the abatement request; Dena Willmore seconded. **VOTED** unanimously in favor.

At 5:00 p.m., Zack Turner moved to close the Sewer Commissioners Meeting; Barry Del Castilho seconded. **VOTED** unanimously in favor.

**3. Documents to Sign**

a. **Letter of Support for Community Compact Regionalization Grant for Senior Center** –

Zack Turner moved we sign the Letter of Support for the Senior Center; Barry Del Castilho seconded. **VOTED** unanimously in favor.

b. **Wood Pellet Bag Recycling Shed Memorandum of Understanding** – Zack Turner moved we sign the Memorandum of Understanding; Barry Del Castilho seconded. **VOTED** unanimously in favor.

c. **Breezeway Farm Consulting – Ashfield Street Design Project Contract Agreement** – Use Complete Streets funding; abate water going under railroad tracks near Ashfield Street. Zack Turner moved we sign the design amendment for Breezeway Farm Consulting; Barry Del Castilho seconded. **VOTED** unanimously in favor.

4. **Town Administrator Updates** – Andrea Llamas indicated she is working on closing out grants (EMPG Grant), updating MVP Community, Chapter 90 – waiting for 25% design from engineers. Nilman Road project progressing; hydrological study coming. Energy Committee working on LED street lighting; how much to convert; there are programs to do this, what would the payoff period be; next grant cycle is in February.

6. **Public Comment** – Marilyn Kelsey spoke about \$2.8million cost for the Highway Garage Project and how will it be funded. Andrea Llamas indicated we bid to get the best rates possible.

5. **Items Not Anticipated by Chair 48 Hours in Advance of Meeting** – Barry Del Castilho reported he got proposals from three search firms for a Town Administrator on Sunday evening; they are similar in scope. He indicated they know how to get appropriate candidates. Advertise in *The Beacon* in January; possibly an ad in *The Greenfield Recorder* and *The Gazette*. Because of confidentiality, might want to use a firm. Zack Turner agreed it could save time and work. Dena Willmore moved we authorize Barry Del Castilho to have discussions with each of the firms who sent proposals to give us an option to have a revised bid to reflect the role Barry Del Castilho will play; Zack Turner seconded. **VOTED** unanimously in favor.

7. **Volunteer Recognition** - Sherry for helping with gathering for Andrea Llamas. Dan Fleuriel and Matthew Ahearn for re-installing window inserts.

8. **Announcements** – Transfer Station will be open on Wednesday, January 2, 2019. Please drop by tomorrow to wish Andrea Llamas well for her new position in Northfield.

At 5:30 p.m., recess. Back in session at 6:00 p.m..

**6:00 p.m., Interim Town Administrator Interview – Kevin Paicos** – Mr. Paicos indicated he was a 43-year Town Administrator/Town Manager; upon retirement, was Interim Town Administrator and insurance consulting work. Indicated he would attend one evening meeting a week; two days in the office; do work from home. Active in his town and other various boards. Keeps a spreadsheet to track progress when working as Interim Town Administrator.

Mr. Paicos left the meeting at 6:28 p.m..

**6:30 p.m., Robert Markel** – Currently Interim Town Administrator in Beckett. Interim Town Administrator in other towns as well. Would work 20 hours a week; three days may work well. Would like Board to make a list of things to accomplish. Strengths – financial management, personnel management, grant administration. Enjoys creating teams with department heads and personnel.

Mr. Markel left the meeting at 7:04 p.m..

Dena Willmore moved we extend an offer to Robert Markel as our Interim Town Administrator; Zack Turner seconded. **VOTED** unanimously in favor. After discussion about pay rate, Zack Turner moved we give Barry Del Castilho the authorization to negotiate a pay rate with a cap at \$62.00 per hour, at 20 hours per week; Dena Willmore seconded. **VOTED** unanimously in favor. Board will check references.

At 7:14 p.m., Zack Turner moved to adjourn; Barry Del Castilho seconded. **VOTED** unanimously in favor. Meeting adjourned at 7:14 p.m..