

**Buckland Select Board
Meeting Minutes
August 10, 2021 5:30 p.m.
Buckland Town Hall**

Agenda

Appointments - n/a

Agenda Items

Public Works Discussion:

- > Highway vs Public Works Department
- > Superintendent - update and position posting.
- > Facilities and Grounds
 - Salt Shed
 - Dog Park

Boards and Committees - term length.

Town Administrator and Select Board - Goal Setting.

Documents to Sign

Sidewalk use permit

Minutes July 27, 2021

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

Select Board Member Concerns

Town Administrator's Report

Public Comment

Volunteer Recognition

Announcements

Attendees

Zachary Turner - Select Board Chair

Barry Del Castilho - Select Board Member

Clinton Phillips - Select Board Member

Heather Butler - Buckland Town Administrator

Mary Bolduc - Boards' Clerk

Donald Wheeler - Falls Cable

Meeting

Mr. Turner, Chair, opened the meeting at 5:30 p.m. Mr. Del Castilho explained his choice to wear a mask, out of an abundance of caution due to increasing COVID/Delta Variant numbers.

Agenda Items

Public Works Discussion -

>Highway vs Public Works Department - Mr. Turner wanted this subject included on the agenda for discussion. Though nothing may change from current department and job descriptions, he felt it was worth exploring. He solicited Board members' input to define their interpretation of and distinction between the two. Board discussion included the broader scope of public works responsibilities vs a highway department which is more restricted to roads. Ms. Butler was asked if there was text in the job descriptions which would help define the department, and she responded that she would call the Mass Municipal Association. She also asked Mr. Del Castilho to reach out to some of his contacts for input.

>Superintendent: update and position posting - Mr. Turner thanked Steve Daby for recently accepting a newly created position which will include snow removal, lawn care, and maintenance of Buckland properties and Town Hall. This will eliminate some jobs that are currently contracted out. Board discussion followed regarding posting of the Highway Superintendent position including, but not limited to: what to change in job description, what to leave the same, necessary certifications, requisition procedure, fleet maintenance record keeping, highway employee evaluations, and professional development.

Ms. Butler has also budgeted for a fourth Highway Department laborer. She supported the position by emphasizing the positive impact another person would make on the crew and the contracted jobs that would no longer be necessary. Mr. Turner stated that he would like to hire the superintendent first, then concentrated on the fourth laborer position. Mr. Del Castilho added that the superintendent may want input into the hiring of a member of his crew. Ms. Butler will let that position stand until next meeting. She also announced that Jake Purinton has stepped up as Acting Highway Superintendent.

>Facilities and Grounds

Salt Shed - Ms. Butler has reached out to Terry Reynolds, a consultant that worked on the town garage project and did a thorough assessment of the grounds. He will walk that property with Ms. Butler to determine if the Mayhew building can be used, or removed and replaced with a modified structure. He is aware of the water situation at that site. Ms. Butler also stated that free cash has been reduced by \$22,800 paid to LaBelle's Sales and Service, Inc. for equipment necessary to execute the newly created maintenance job description. If there is a Special Town Meeting in October, a request will be made for a funds transfer.

Dog Park - The creation of a dog park will hopefully alleviate the dog waste problem at local ballparks. Mr. Turner gave an overview of the proposed dog park area at Cricket Field. The recreation committee is in favor of a dog park and will explore alternate locations for a horse shoe group that currently meets at the site in question. Ms. Butler will price fencing. Mr. Phillips addressed replacing current fencing of the ball field. He stated that Buckland Shelburne Youth Baseball would be interested in

coordinating with the town to purchase the dog park and ball field fencing together. Ms. Butler will come back to the Board with pricing. Mr. Del Castilho raised the question of whether dogs could be prohibited at the Buckland Recreation Area and Cricket Field. Dog Park discussion will be continued at next meeting and perhaps a hearing date can be set.

Board and Committees; term length - This topic was tabled until a list of board and committee positions and their current term lengths is available for discussion.

Town Administrator and Select Board; Goal Setting - Ms. Butler and Board members had submitted prioritized lists of their goals. There was a brief Board discussion addressing the goals, categorizing them (i.e., Budget, Personnel, Infrastructure, etc) and prioritizing.

Documents to Sign

Sidewalk use permit - Kevin C. Jones submitted an application to perform live music in front of West End Pub and in the alley by McCusker's Market. He had letters of support/approval from both establishments. Application documentation was complete. Ms. Butler spoke in favor of live music in the downtown district. Mr. Del Castilho moved to approve the application seconded by Mr. Phillips. Vote in favor of the motion was unanimous.

Minutes July 27, 2021 - A motion to approve by Mr. Phillips and seconded by Mr. Del Castilho was rescinded due to corrections Mr, Del Castilho requested. Minutes will be edited to reflect the changes and be voted on at the next meeting.

Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting - There were no items introduced or discussed.

Select Board Member Concerns - No concerns were raised.

Town Administrator's Report -

Personnel -Ms. Butler announced the receipt of a resignation letter from Police Chief Hicks. Mr. Del Castilho moved to accept with regret the resignation of Chief Hicks; Mr Phillips seconded. Vote in favor of the motion was unanimous. Posting of the position will be on next agenda.

Lisa Blackmer, Collector/Treasurer, is attending is attending classes toward Collector/Treasurer certifications.

A new WWTF position has been created. The position will be employed full time by the Town of Buckland, with the salary being shared with the towns of Shelburne and Charlemont. FRCOG assisted with creation of an MOU to be signed by the three towns. The need for the position resulted from DEP reviews of our system and necessary changes to our permit. Mr. Del Castilho has ideas he wishes to share with Ms. Butler

regarding term of agreement, termination, and to whom the new position will report. Board discussion followed.

Ashfield Street and Charlemont Road - Ms. Butler updated the Board on the Ashfield Street project which is underway, and stated that an extra officer may be assigned to help with traffic detours. Ms. Butler is hopeful to have a schedule for the Charlemont Road project by the weekend; the contractor is currently working to secure materials.

Apple Valley - Bids due Wednesday, August 11.

Nilman Road - Still on schedule for November.

Public Comment - There was no public comment.

Volunteer Recognition - Members and parents of little league baseball were recognized for their work in removing the old bleachers at Cricket Field.

Announcements - A reminder was given for the Special Election on August 31, 2021. Ms. Butler stated that the Finance Committee is sending out letters to voters regarding debt exclusion. With no further business, Mr. Phillips moved to adjourn, seconded by Mr. Del Castilho. Vote in favor of the motion was unanimous. Meeting adjourned at 7:12 p.m.

Respectfully Submitted by Mary Bolduc, Boards' Clerk, August 24, 2021

Signed:

Zachary Turner_____

Barry Del Castilho_____

Clinton Phillips_____