

APPROVED

BOARD OF SELECTMEN / SEWER COMMISSIONERS MEETING

Wednesday, May 9, 2018 – 5:00 PM – Richmond Town Hall, 1529 State Road

PRESENT: Mr. Alan Hanson, Chair; Mr. Neal Pilson, Selectman; Mr. Roger Manzolini, Selectman; Mr. Mark Pruhenski, Town Administrator

GUEST: Ms. Pat Callahan, Municipal Building Cte.; Mr. Ted Andrews

The first order of business was determined to be **the Municipal Building Committee Report:** Ms. Callahan reported on the work of the Committee to date and their decision to move forward with an effort to get a Library for the Town and to obtain funds from the State to help the town to do that. With the Town's support next week of the warrant to apply for a grant from the State to fund the building of a new library, they would proceed with plans for a Library that also has Community space in it and consider whether further improvements to the current Town Hall building could be made that would keep the Town offices going for some time.

Given approval of the warrant to apply for the grant, the Committee would work with the Library Trustees to apply for State funding. Mr. Pilson noted that he felt the Committee had done an outstanding job. In their report, the Committee suggested that they continue as a Library Building Committee with a subcommittee which would focus on fund-raising. Mr. Pilson added his approval to that suggestion.

There was a discussion of the reason why the previous effort to build a new building failed. It was believed to be that the rather considerable cost was going to be funded entirely by the Town. With the information of the availability of a State Grant and establishment of a fund-raising effort, the financial burden to the Town should be significantly less and the project would, therefore, be much more likely to be approved. The consensus was that it had been wise of the Committee to focus on a building housing just the Library and a Community use space, rather than trying to include the Town Hall offices at this time. That would have made it necessary to plan for a very large and expensive project, which the Town may not have approved. Mr. Manzolini noted that an assessment of the cost to bring the current Town Hall up to code will be done. He felt that keeping those two projects separate would be prudent. Mr. Pilson agreed with that.

Mr. Manzolini also agreed with the Committee's request to be appointed to continue as a Library Building Committee. He felt, however, that fund-raising should be done by that Committee as part of their function, and not the purview of the Board of Selectmen. Mr. Pilson wanted to know if all the members of the current Municipal Building Committee were committed to going forward as the newly appointed Library Building Committee and whether there was any thought given to adding members to that new body. Ms. Callahan responded that she felt that the Committee was willing to go forward. However, there is no one currently

on the Committee that has expertise in construction or design and it would be wise to add those areas of knowledge to the body of the Committee.

Mr. Pilson moved that the Board accept the report of the Municipal Building Committee; affirm their decision that the site for the new building should be on land already owned by the Town adjacent to the School; that the current members of the Municipal Building Committee be appointed to a newly constituted Library Building Committee to which additional members having specific building construction and architectural expertise will be added. As to the matter of appointing a Fund-Raising Committee, Mr. Pilson felt that was another discussion best held to another day. Mr. Manzolini seconded the motion, which passed by unanimous vote.

The Board thanked Ms. Callahan for her time and her excellent leadership on this project.

One-Day Wine and Food Permits for Balderdash Wine Cellars: Mr. Christian Hanson was present to request approval of two applications received earlier that day. Mr. Pruhenski asked the Board for their approval of the application. An explanation of the details of the proposed event was provided and Mr. Manzolini moved that the application be approved. He was seconded by Mr. Pilson and the motion was adopted by unanimous approval.

Town Center / Town Barn: Ted Andrews: Mr. Andrews saw a notice in the *Richmond Record* that the Selectmen had decided to demolish the town barn and replace it with a steel structure. He asked whether the Board had given any thought to reshaping or improving the town center substantially (i.e. the Post Office, the Town Barn and the Town and Country Upholstery Shop).

Mr. Manzolini noted that the site has been incrementally improved, and it was watching the barn slowly disintegrate and become useless which resulted in the decision to remove it and raise a steel structure in its place. Mr. Manzolini also pointed out that the Upholstery Shop and some other properties in that area are not town property, but privately owned.

Mr. Andrews clarified his position as wanting the town to look at creating an improved town center. Making some small improvements in the appearance of the town center would reflect positively on the town in general and raise property values. Mr. Andrews thought that the cost involved would likely not be too great and that the benefit to the town would far outweigh whatever cost it would entail.

He would like to see a landscaper look at the area containing the Post Office and the Upholstery Shop as the most visible areas. A landscaper might propose planting a few trees, which could make a very big difference to what is currently a dusty parking lot. Mr. Andrews went on to suggest some other details that he felt would make an impact. Mr. Andrews was opposed to replacing the existing barn with a steel building.

Mr. Manzolini and Mr. Pilson explained the current situation in town that would make it difficult to present an extensive and costly renovation to the town center at this time. Mr. Pilson did say, however, that if some modest improvements could be made in that area at low cost to the town, that would be an excellent idea.

Mr. Andrews returned the conversation to the condition of the Town Barn and his concern over the intention to replace the existing structure with a steel building. He would like to see the existing wood structure repaired and maintained. He was advised that the Building Inspector has determined that the only viable option, given the deteriorated condition of the building, is to replace it or substantially repair it. Mr. Andrews continued to maintain that, regardless of the extensive repairs that would be needed, it would be less costly to repair the existing structure than to replace it with a steel building and that the result would be a building that would be an asset to the town.

Mr. Hanson suggested that a new assessment be made as to the cost of repairing the existing wooden structure or of going ahead with the plan to replace it with a steel structure. Mr. Paul Lisi reminded the Board that the two warrants concerning the town barn now scheduled for the Town Meeting would have to be tabled if there is a new option being offered. In addition, Mr. Lisi pointed out, there are no funds available for such a study.

Mr. Pilson suggested that the first thing that should be done is to get the warrant approved at the Town Meeting next week. Then, depending on how much money is available, they could open a discussion about other options. Mr. Pilson returned to the idea of dressing up the Town Center area. A discussion of how to go about making that happen followed.

Mr. Manzolini offered to put a notice in the weekly e-newsletter that the Town was looking for help to design a renovation of the Town Center.

Approval of Minutes of the April 25, 2018 meeting: Mr. Pilson moved that the minutes be accepted as revised with his comments. Mr. Hanson seconded that motion and it was passed by unanimous consent.

Sewer Advisory Committee Appointment: Mr. Pruhenski advised the Board that he had received a letter from Mr. Andy Kay advising him that Mr. Tom Plantier had offered to replace Ms. Boland to enable the Committee to achieve a quorum at meetings. Ms. Boland was never sworn in and attempts to reach her were unsuccessful.

Mr. Manzolini moved that the Board appoint Mr. Tom Plantier to the Sewer Advisory Committee, Mr. Pilson seconded the motion and it was passed by unanimous vote. Mr. Pruhenski will issue Mr. Plantier an appointment letter and get him sworn in. After the Town Meeting, Mr. Pruhenski will get the Sewer Advisory Committee back on track with meetings and have the members of the Board and Mr. Paul Lisi attend their first few meetings to help them get started.

Cable Advisory Committee Appointment: Mr. Pruhenski advised the Board that a fifth member for this committee has stepped up, Mr. Ed Fechner, who is already a member of the Long-Range Planning Committee and is known to the Board. Mr. Manzolini moved that the Board approve Mr. Fechner's appointment to the Cable Advisory Committee. He was seconded by Mr. Neal Pilson and the motion carried by unanimous vote.

Mr. Pilson noted that there is a meeting of the Cable Advisory Committee on May 22nd in Lenox at 3:00 to speak with officials about Charter Communications, who is now Spectrum, as noted in the Board's mail packet. He asked that one or more members of the committee and/or Mr. Pruhenski and/or Mr. Lisi attend that meeting. Mr. Pruhenski will circulate the notice of that meeting to the Cable Advisory Committee and ask for volunteers to attend.

One-Day Wine and Malt Permit – Bartlett Orchard's Blossom Festival: Mr. Hanson moved to approve the one-day wine and malt permit for Bartlett Orchard's Blossom Festival on Sunday, May 20, 2018 from 1:00 – 5:00 PM. The motion was seconded by Mr. Pilson and carried by unanimous vote.

Sewer Matters: Mr. Tom Grizey advised the Board that he has learned that replacement parts for the pumps are easily obtainable and can be delivered over night or the same day if need be. Mr. Grizey has a list of possible parts that could be needed and is prepared to go ahead on very short notice.

Green Community Grant Extension – for Signatures: Mr. Pruhenski reminded the Board that he had advised that the grant be extended while the town decides how best to expense those funds. The Extension Request was signed by Mr. Hanson and will be submitted to the DOER for approval.

Employee Performance Evaluations – Department Heads – Progress Update: Mr. Pruhenski distributed copies of the simple evaluation form that has given to the Department Heads to familiarize them with it. As a trial run, this year the employees will be asked to fill out an evaluation, Mr. Pruhenski will fill one out as well and then meet with each employee individually. The first forms will not become part of the employee's permanent record as it is a trial run.

Solar Project – Progress Updates, Discussion on Next Steps: Mr. Pruhenski distributed copies of the Power Purchase Agreement with the vendor. The Agreement is currently being reviewed by the town's legal counsel.

Updates: EverSource just approved our application with no additional fees required so there are no changes to the agreement as made originally. Once the agreement is approved by counsel, a date will need to be set for a Special Town Meeting to address this issue.

Mr. Pruhenski advised that there is a building permit fee of \$855.00 and Solect has asked the Town to waive that fee as it is a municipal project. Mr. Pruhenski brought the question to the Board for their consideration. A discussion ensued which resulted in a consensus that the response to Solect would be that the Town normally collects building fees from contractors doing work on any town property and that there does not seem to be any reason to waive it in this instance. Mr. Manzolini moved that the Town not waive the building permit fee of \$855.00. The motion was seconded by Mr. Pilson and approved by unanimous consent.

Memorial Day Parade Schedule: Mr. Pruhenski distributed copies of the draft of the schedule which was a week old. He cautioned that more changes will likely be forthcoming and this is only a draft at this time.

Town Administrator Updates:

Marijuana Bylaw Update: Mr. Pruhenski was asked by the Board to reach out to the Planning Board and determine the status of the permanent bylaw being developed. Mr. Pruhenski contacted the Chair, Mr. John Vittori, to determine the status of the that bylaw and was advised that the Planning Board is working on it and it is on the agenda of their next meeting. Mr. Manzolini asked that the Planning Board be provided with additional possible language for their consideration that would ban marijuana throughout the Town of Richmond.

The Tree Work Project: As of April 27th, the project was half completed. In a conversation last week, Mr. Pruhenski determined that they are able to move faster with the change to better weather and were more like two-thirds completed at that time. Mr. Pruhenski was also advised that as part of the work, they had cut lengths of hardwood and left them at various places around town. When the vendor returned with heavy equipment to pick them up, he discovered that they had all been taken, which was a disappointment as the price quoted to the town was based on his being able to use that wood for resale.

The Tree Warden is now surveying the southern section of town. When that survey is complete, Mr. Pruhenski will come back to the Board with a new list/survey to be put out to bid.

The Website: The website was launched last week. Mr. Manzolini looked at it and found that the biography for him that has been posted was the wrong one. Mr. Pruhenski will look at that and make sure the correct one is on the site. Mr. Pruhenski is working with Revize on a long list of edits that are needed. A banner was posted today to announce the Annual Town Meeting and some outdated information was deleted.

Mr. Pruhenski has worked with the Town Clerk, Marie Ryan, to show her how to upload agendas. He cautioned the Board that navigating the site to make changes is very cumbersome and it will take time for people to learn their way around.

Pittsfield Airport Construction: The Town's Highway Superintendent, Mr. Peter Beckwith, has contacted Maxymillian and requested that they change their route from Swamp Road to Rte. 41 and avoid the roads the Town has recently had repaved. They have agreed to that change.

No-Smoking Signs: A kiosk at the Town Beach will have half of its surface covered with the new no-smoking sign, and the other half will be reserved for the regulation.

Brass plaque for Jackie's photograph: Mr. Pruhenski has ordered that and expects delivery by next week.

The Town Picnic: Mr. Pruhenski had talked to the staff at the Department Head meeting and decided to hold the picnic on Friday, July 20th at noon. Mr. Pruhenski asked that the Board reserve that date.

The flag outside the Town Hall was replaced this morning and a new Massachusetts State Flag has been ordered.

Town Administrator's Vacation: Mr. Pruhenski advised the Board that he has more vacation time available to him than he can use before the end of the fiscal year and he was asking the Board to either buy out one week of that time or allow him to carry over the extra week to the next fiscal year. Mr. Manzolini would be in favor of whichever choice Mr. Pruhenski deemed appropriate without compromising his responsibility to the town. He will support whichever decision Mr. Pruhenski makes. The other Board members noted their agreement.

Selectmen's Matters:

Pittsfield/Richmond agreement for the Sewer Connection: Mr. Pilson noted that he had read the document and advised Mark that his interpretation of that agreement is that Richmond's financial obligation is limited to the one-time connection fee of \$450,000.00 and Annual Fees based on a rate of 1.5 times the Pittsfield Resident Sewer Rate. Therefore, Mr. Pilson felt that Richmond is not liable for any increase other than the increase that will go into effect for the Pittsfield residents as applied to Richmond. Mr. Lisi pointed out that the town will have to consult with its legal counsel, particularly as the agreement in question is in force only until the end of its tenure. Mr. Pilson found wording in the agreement that said it will run for twenty years and be renewable for successive ten-year periods by mutual agreement. That leaves seven more years that this agreement is in force.

Mr. Pilson had a question for Mr. Paul Lisi: The packet of information that will be provided to local real estate brokers, which will include the thumb drive and information about the school. Can that packet also include the list of families that, at one time, agreed to be contacted. Mr. Lisi would have Mr. Pruhenski run that question by legal counsel to determine if there is a need for a marketing sign-off from those people as we are providing access to personal phone numbers. Mr. Pruhenski will contact legal counsel for an answer.

Mr. Pilson reminded Mr. Pruhenski of his redraft of the letter about the school that was to be included in the packet. He asked that Mr. Pruhenski determine whether the school is now closed to new choice students. Mr. Paul Lisi will be able to confirm that with Mr. Peter Dillon, School Superintendent.

Mr. Manzolini asked who is supposed to be called to report a road kill on a state road? He was advised to call the Mass. State Department of Transportation for routes 41 and 295, Peter Beckwith for local roads.

Mr. Hanson spoke about the Town Clean-up effort. He noted that his neighbor jogs along local roads every day and every day picks up a lot of trash. Since there is a \$500 fine for littering and

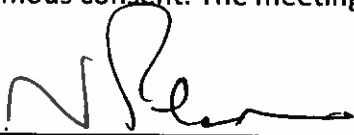
the probability is very great that it is not Richmond residents who are responsible, what should be done is to note the license plate number and turn them in. Mr. Pilson said that what he does when he goes for a walk is to bring plastic bags with him and police the road as he goes. If more of our residents did that, a lot of that trash would be dealt with. The County Jail has provided some help as well in the past.

Next Meeting Date: May 30, 2018 at 6:00 PM: The date was agreed to by all present.

Mail / Warrants to Sign: The Board signed all as appropriate.

Receipt of Petition for Zoning Enforcement – Dated April 26, received May 9, 2018. A resident, Mr. John Hamilton, came before the board to submit a letter of complaint for a property located on View Drive. The property will have to be inspected and a response issued by the Zoning Enforcement Officer within 30 days of receipt of the petition. The letter will be given to the ZEO for an investigation and response.

Adjournment: There being no further business before the Board, Mr. Hanson moved to adjourn the Selectmen's Regular Meeting. He was seconded by Mr. Pilson and the motion carried by unanimous consent. The meeting was adjourned at 6:35 PM.

A handwritten signature in black ink, appearing to read 'Neal Pilson', written over a horizontal line.

Neal Pilson, Chairman.