

**TOWN OF BELCHERTOWN
BOARD OF SELECTMEN'S MEETING MINUTES
MONDAY, DECEMBER 2, 2019
Selectmen's Meeting Room, Lawrence Memorial Hall**

Present: Ed Boscher, Gail Gramarossa, Nicholas O'Connor

Absent: Jen D. Turner, Brenda Q. Aldrich

Call to Order: Chairman Boscher called the meeting to order at 7:15 p.m. with the Pledge of Allegiance.

2) Sign Documents:

- a) Warrant # 2023 was signed for \$1,135,170.30 bringing the year to date total to \$31,098,158.90.
- b) Routine documents
- c) Approval of Minutes: None.

3) Additions to the Agenda:

4) Appearances Before the Board:

- 7:18 p.m. Public Hearing – Amend Ownership of College Town Auto Sales' Class II Dealer's License, 1131 Federal Street, Belchertown: Mr. O'Connor read the public hearing notice and opened the hearing.

Mr. Boscher asked the town administrator to present details to the Board. The license has been issued for a number of years. It was issued to James and Christine Pratt. Mr. Pratt passed away earlier this year. Mrs. Pratt has asked to identify the daughter, Alison, as one of the license holders. There have never been any complaints filed against them. The planning board has requested that the Board be a little bit more cognizant of housekeeping at the site.

Mr. Boscher questioned Mrs. Pratt if she had seen the note from the planning board. She indicated that she had not seen it. She confirmed that she and her daughter do not do business that way and that they will keep it clean, neat and orderly. She has gotten rid of all the old vehicles and there will be nothing left until they start to buy new cars for the business. Alison Pratt assured the Board that the business will be handled differently and that it will be neat and orderly.

Hearing no comments from the audience, Mr. O'Connor moved the Board close the public hearing. Motion seconded by Ms. Gramarossa. Motion passes 3 – 0.

Mr. O'Connor moved the Board amend the current Class II License for College Town Auto Sales at 1131 Federal Street to remove James Pratt from the license and to add Alison Pratt as documented. Motion seconded by Ms. Gramarossa. Motion passes 3 – 0.

- 7:35 p.m. Public Hearing – FY2018 Belchertown CDBG Reserves Fund Application: Mr. O'Connor read the public hearing notice and opened the hearing.

Mr. Boscher requested the town administrator to give a brief overview. Mr. Brougham listed the tenants association, groups, agencies and town employees who have been a part of working with Sportshaven Mobile Park. There have been regular visits to the Hampshire County Housing Court. Recently a more sustainable solution to the lasting on going infrastructure problems has been made. If we are successful in obtaining the CDBG grant to redesign the water and septic systems and probably construct a new drinking

water system which most of the group feels is the top priority it will allow the owners of the mobile park and the legal community to allow the transition of the deed to the tenant's association to allow the tenants to become owners of the park. The association has been working really hard trying to address situations at the park including condemned properties, they have repaired nine significant water leaks, they are having septic systems pumped that haven't been pumped in years, and there is a reliable plow contractor now. There has been a lot of cooperation between a number of state agencies and the tenant's association. The CDBG may become available through the reserve fund and it is a non-competitive grant. One of the conditions of the grant is that we work with Pioneer Valley Planning Commission. Jim Mazik of PVPC has taken the lead in submitting the grant application. We are hopeful that we will be awarded the full amount.

Mr. Mazik handed out information to the Board members including a more detailed breakdown of the funding as well as two recommended motions that need to be made tonight. This grant is called reserved funding from the Department of Housing and Community Development and is solely at the discretion of the director. Belchertown was invited to apply for the grant. It is recaptured funds from prior fiscal years or money that has been returned. By being put in a pool there is no guarantee but he feels that the town is in a very good position because we would not have been invited if they didn't want to fund the project.

He passed out sign in sheets which is part of the requirement for the public hearing to see who was in attendance. The application is about 95% complete and is an online application. The minutes from tonight's meeting must be included with the application as well as the sign in sheet. Once he has both of those he just has a few tweaks and the application will be complete. The application is for \$1,000,000.00 for the design of both septic and water and the water related construction, backup power and supply lines. If it is awarded ideally contracts would be out to bid in early spring for design work with that being completed sometime in the "summerish" then the town could bid out for the construction of the water. There are start-up pieces that include environmental review and clearance. There is a contract piece with special conditions that delays some of the start-up process. He feels that we should be in good shape.

Upon hearing no objections for filing the application, Mr. O'Connor moved to close the public portion of the hearing. Motion seconded by Ms. Gramarossa. Motion passes 3 - 0.

Ms. Gramarossa thanked everyone for showing up for the public hearing. She served on the Board of Health for a long time and realizes the struggles that have happened at Sportshaven. She is gratified to see that the tenant's group has come together. She questioned if the tenant's association needed any additional help over time as this goes forward. She thinks that there may be other resources that might be able to help them in terms of them working together as a tenant's association.

The Tenant Association members introduced themselves to the Board of Selectmen as there are new members. The members commented on changes that have taken place in the park and the struggles that they have had in getting contractors to come in and do the work just because of the past reputation of the park. It was mentioned that they could check with Pathfinder to see about having the students in the plumbing area come out to get things done at the park. They work under the watchful supervision of their instructors. Another place to check with is the Quaboag Hills Chamber of Commerce.

Mr. O'Connor moved the Board's authorization to submit the proposed FY 2018 Belchertown Reserves Fund grant application to the Massachusetts Department of

Housing and Community Development in an amount not to exceed \$1,000,000 as detailed in the public hearing and to include funding for potable water and wastewater disposal improvements. Motion seconded by Ms. Gramarossa. Motion passes 3 – 0.

Mr. O'Connor moved the Board's authorization for execution and submission of all required forms, documents, letters, and authorizations pertaining to the proposed FY 2018 Belchertown Reserves Fund grant application. Motion seconded by Ms. Gramarossa. Motion passes 3 – 0.

5) Discussion/Action Items:

- a. Vote to Waive Hearing for Class III License (P&T Enterprises): Mr. O'Connor presented the details. The law requires a public hearing to award the license or a vote of the Board of Selectmen to waive the hearing. There are no complaints or non-compliance issues with this business. Mr. O'Connor moved the Board vote waive the hearing for the Class III License renewal for P&T Enterprises. Motion seconded by Ms. Gramarossa. Motion passes 3 – 0.
- b. Endorse Extension of Cell Tower Lease: Mr. Boscher presented the details. Crown Castle has a lease for property located at 70 State Street with the Town. The lease expires in February 2, 2020. The extension will give the town time to go through the Request for Proposal (RFP) process and allows Crown Castle to operate until February 2, 2021. Mr. Brougham remarked this is the cell tower that is behind the police station, its 195 ft. tall and that all of our public safety antennas are on top of it. The tower is owned by Crown Castle and was built 19 years ago with the intention of it eventually being turned back to the town. There are two co-locations on it that pay rent to the town and they are a little anxious about the pending lease expiration which is why Crown Castle has asked for an extension of one year.

Mr. O'Connor moved the Board extend the lease to February 2, 2021 as requested. Motion seconded by Ms. Gramarossa. Motion passes 3 – 0.

Mr. O'Connor amended the motion to the Board authorize the Chairman of the Board to endorse the lease extension. Motion seconded by Ms. Gramarossa. Motion passes 3 – 0.

- c. Endorse Council on Aging Grant: Ms. Gramarossa presented the details to the Board. This is a grant that the Council on Aging will be receiving in the amount of \$28,920.00. Ms. Gramarossa moved the Board authorize the Chairman to endorse the Standard Contract Form for the grant to the Council on Aging. Motion seconded by Mr. O'Connor. Motion passes 3 – 0.
- d. Appointment of Deputy Tax Collector: Per the recommendation of Lisa Banner, Treasurer-Collector, Mr. Boscher moved the Board re-appoint Arthur P. Jones to the position of Deputy Tax Collector for the period January 1, 2020 through December 31, 2020. Motion seconded by Mr. O'Connor. Motion passes 3 – 0.
- e. Miscellaneous Matters: None.

6) Town Administrator's Report:

- The new veterans' agent was on the job as of 8:00 a.m. this morning. She will be working for the next 3 or so weeks with our outgoing veterans' agent.
- Today was our first major winter storm event. Highway workers were very busy all day keeping roads clear.
- There are several hearings scheduled in the next couple of weeks. Next week is the tax classification hearing. New values will be submitted to the State for approval.
- There is also a scheduled discussion with the Department of Public Works on December 9th. This discussion will be about the explosive rates centered on trash disposal. The cost of disposing of the products is stifling. The numbers are almost equal for recyclables as

for solid waste. Mr. Williams is trying to find the best way to manage the cost of operating the transfer station under the enterprise system. There will be some increases in bags as well as sticker prices heading into the New Year.

- There was supposed to be some discussion with American Cannabis. They have found a new location. They are no longer interested in 55 Main Street. They have asked to come in on December 16th.
- Licenses will be ready for the Board's signature for the 2020 licenses. Mr. O'Connor questioned if there had been any violations with last drink reports. Mr. Brougham responded that there haven't been any notifications of violations resulting in what is known as the last call; however, we received notification today from ABCC for carryout. He believes the violations happened in August at which time the ABCC had a sting operation in town. Town Mart and the Ye Olde Grog Shoppe have both been cited for underage sales. They have an administrative hearing at the State level for both businesses. Currently there is no action required by the town. He confirmed that one of these licenses is a full liquor license and the other is a beer and wine license.

7) **Review of Weekly Mail:** Reviewed, no discussion held.

8) **Individual Board Members' Reports:**

Ms. Gramarossa:

- She thanked the Winter Night Light Committee and the Cultural Council – the town common looks beautiful.
- She hoped residents had a chance to take advantage of the Saturday Small Business event that just happened.
- She asked that if residents are in a position to that they check on their neighbors during the winter storms particularly those that are not able to get to places like the senior center.
- She spoke about the work being done to upgrade the town website. She noticed that the Town of South Hadley just won the award for the best municipal website in the State. We should look at their site and get some ideas from them. She congratulated them on their award.

Mr. O'Connor:

- The Carriage Drive / Jackson Street interchange is now open. There are sidewalks on both sides of Carriage Drive.
- The chain link fences around the tennis courts have been removed. There was testing done on the hard pack material underneath that requires some additional disposal above what the DPW is able to do. That part will have to wait for the spring.
- The recreation department is applying for a Community Preservation Grant for the new location of the disc golf at the Constantino Field. A vendor has been identified and they have been working with them for the last couple of weeks to determine that is a viable spot.

Mr. Boscher:

- He recently attended a recreation committee meeting at which time they talked about an ice rink. He mentioned that while the Board is open to the idea they have to find the volunteers. Mr. O'Connor mentioned that he has been in touch with the recreation director and the ice skating rink will be on the next recreation committee meeting.
- He spoke with Steve Williams about the hard pack on the tennis courts. He did find a low bidder to remove the material but they may have to wait until it thaws out. The bidder they found will only take a load a day so it will not be a quick process when it does begin.

- The town accountant sent him the most recent fiscal year closed budgets which is in line with their previous discussion about budgets. It will be a good time to reach out to respective liaisons to see about their wish lists for next year. They should be prioritized.
- Updated the Board on Kronos time keeping system. His understanding is that they are writing the code for things like shift differential. It should go live in the March timeframe.

9) **Questions from the Press:** No questions from the press.

10) **Adjournment:** Meeting adjourned at 8:03 p.m.

Minutes submitted by Gary L. Brougham, Town Administrator

Board approved/endorsed: 1/13/2020

Board of Selectmen - Town of Belchertown

Endorsed by a majority:



Ed Boscher, Chairman



Gail Gramarossa



Nicholas O'Connor

(absent)
Brenda Q. Aldrich

(absent)
Jen D. Turner