

**TOWN OF BELCHERTOWN  
BOARD OF SELECTMEN'S MEETING MINUTES  
MONDAY, MARCH 9, 2020  
Selectmen's Meeting Room, Lawrence Memorial Hall**

**Present:** Ed Boscher, Gail Gramarossa, Jen D. Turner, Brenda Q. Aldrich, Nicholas O'Connor

**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 # 2037 was signed for \$421,990.45 bringing the fiscal year to date total to \$48,964,393.64.
- b) Routine documents
- c) Approval of Minutes: Ms. Turner moved the Board accept the minutes of February 24, 2020. Motion seconded by Ms. Gramarossa. Motion passes 4 – yes, 1 – abstain (O'Connor). Ms. Turner moved the Board accept the minutes of March 2, 2020. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.

**3) Additions to the Agenda:** None.rs

**4) Appearances Before the Board:**

- 7:20 p.m. Senator Eric Lesser: Due to a scheduling conflict Senator Lesser has postponed his appearance before the Board and rescheduled it for April 13<sup>th</sup>.
- 7:50 p.m. Steven Williams, Director of Public Works
  - 7:50 p.m. Layout of Carriage Drive as a Public Way: Steve Williams, Director of Public Works appeared before the Board to present the details. The EDIC and its partner, Mass Development has asked the town to accept Carriage Drive as a public way. In doing so there are some alterations that need to be made on Front Street. Tonight the Board needs to vote their intention to layout Carriage Drive as a public way and referring it to the planning board. They will review the roadways acceptance plans and refer it back to the Board of Selectmen. When that happens he will be back in front of the Board for a second vote to actually layout the public ways and defer to town meeting. He has been working with Ms. O'Neill from Mass Development to make sure all the easements are written properly. They will come before the Board to endorse all the easements. People are now using the road and traffic is flowing well. The traffic circle seem to be doing its job slowing people down.

Mr. Boscher moved that the Board of Selectmen vote its intention to layout Carriage Drive as a public way, all as shown on a plan entitled "Layout Discontinuance, Layout Alteration and Street Acceptance Plan Front Street, Jackson Street and Carriage Drive" Plan of Land in Belchertown, MA prepared for Belchertown Economic Development Industrial Corporation," dated February 26, 202, prepared by Sherman & Frydryk, on file with the Town Clerk, and to forward this vote and plan to the Planning Board for its

comments and recommendations pursuant to G.L. c. 41, §§81G and 81I, motion seconded by Mr. O'Connor. Motion passes 5 – 0.

Mr. O'Connor moved the Board authorize the Chairman of the Board to sign on behalf of the Board for the remainder of the meeting. Motion seconded by Ms. Turner. Motion passes 5 – 0.

- 7:55 p.m. Alter Layout of Front Street as a Public Way: Mr. O'Connor moved that the Board of Selectmen vote its intention to alter the layout of Front Street as a public way, as shown on a plan entitled "Layout Discontinuance, Layout Alteration and Street Acceptance Plan Front Street, Jackson Street and Front Street" Plan of Land in Belchertown, MA prepared for Belchertown Economic Development Industrial Corporation," dated February 26, 2020, prepared by Sherman & Frydryk, LLC, on file with the Town Clerk, and to forward this vote and the plan to the Planning Board for its comments and recommendations pursuant to G.L. c. 41, §§and 81I. Motion seconded by Mr. Boscher. Motion passes 5 – 0.

**5) Discussion/Action Items:**

- a. Review Planning Board Accessory Apartment Special Permit Application – 63 Mountain View Drive: Ms. Turner presented the details. The applicant is looking to build an accessory apartment for a family member. There will be a public hearing on March 24<sup>th</sup>. Mr. O'Connor remarked as it is private water and septic they need to pay attention to the Board of Health comments. Mr. Boscher questioned if these public hearings are advertised as all other public hearings. It was confirmed for him that they do. The abutters are also notified directly. If anyone has concerns they should attend the March 24<sup>th</sup> public hearing. A letter will be sent to the planning board asking them to work with the board of health on water and septic.
- b. Endorse Heating Fuel #2 Contract: Mr. Boscher commented that Saudi Arabia and Russia got into a price war today so we should lock our price in soon. Mr. Brougham indicated this is the transportation contract which is necessary before the town can issue a buy order for the heating oil. Heating oil futures this morning were trading at \$1.18.

Steve Williams, Director of Public Works commented that this is the same contract we have participated in for a number of years and is administered by the Lower Pioneer Valley Educational Collaborative. This contract is for a period of one year with two one-year extensions as an option. If everything goes well we will exercise that option. He doesn't believe there will be any problem carrying this contract for three years. As soon as we get this contract signed by both parties the town can get their buy order in. He pointed out that the school department does their own contract. He hopes that they also act fast on their contract.

Mr. Boscher moved the Board endorse the Roberts Energy, LLC contract for the supply of Heating Fuel Oil #2 for the fiscal year commencing July 1, 2020 and ending June 30, 2021. Motion seconded by Mr. O'Connor. Motion passes 5 – 0. Mr. O'Connor amended the motion authorizing the Chairman of the Board to endorse the contract. Motion seconded by Ms. Gramarossa. Motion passes 5 – 0.

- c. Endorse CDBG Reserves Contract: Ms. Gramarossa presented the details. This is for the work that is being done to Sportshaven Mobile Home Park. It is the contract with the department of housing & community development. They are willing to fund improvements on the trailer park up to one million dollars.

The grant will be used particularly to improve the water and septic systems in the park. Ms. Gramarossa moved the Board endorse the CDBG Reserves contract. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.

Mr. Boscher also moved that the Board authorize the town administrator as the authorized signatory. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.

The town administrator commented that there are four components to the contract. The 1<sup>st</sup> is the standard contract form which requires the signature of the Chairman of the Board; the 2<sup>nd</sup> is the disclosure of financial interest that the chairman must sign that he has no conflicting businesses or intent on bidding on any of this work; the 3<sup>rd</sup> is the form if the chairman of the board is going to continue signing the paperwork but the Board has already authorized the town administrator so the Board does not have to go through steps three and four.

Mr. O'Connor moved the Board authorize the Chairman of the Board to sign on behalf of the Board. Motion seconded by Ms. Gramarossa. Motion passes 5 – 0.

Mr. O'Connor moved the Board authorize the Chairman to sign the disclosure form. Motion seconded by Ms. Turner. Motion passes 5 – 0.

The town administrator remarked the next essential function in this process will be a contract with the Pioneer Valley Planning Commission for design services. That cannot be done until the CDBG Reserves contract is completed. There was a conference call last Thursday with multiple agencies to talk about the next steps in this process. The next court appearance is March 23<sup>rd</sup>.

- d. Miscellaneous Matters: Mr. Boscher sent the evaluation form out to the members of the Board. He received comments back from Ms. Gramarossa. Instead of a numeric system she would like to see exceeds expectations, meets expectations and needs improvement. Mr. Boscher will finish the form this evening. He questioned how long the town administrator will need to complete the self-evaluation. The town administrator will have it completed this week and will send it to the Board members for their review prior to next weeks' meeting.

**6) Town Administrator's Report:**

- Update on the corona virus. He had a meeting last week with public safety departments and ways to protect themselves. They also spoke of what could happen in the future with this virus. There is a lot of unknown. There is a lot of anxiety building with the town employees. He is having another meeting this week with department heads and employees. There are questions now if employees should be handling cash. Judy Metcalf has been working on it almost non-stop.

- He spent time with Claire O'Neil from Mass Development and got an update on the former State School property. They also talked about what's in line for demolition.
- If we start to see financing for CDBG Reserves he would like to see a new well in the ground at Sportshaven this year.
- There is the budget meeting Wednesday evening at Pathfinder.

7) **Review of Weekly Mail:** No discussion held.

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

Ms. Aldrich: Received calls from residents with concerns about the trailer that is next to the railroad tracks on Bay Road. She questioned what is going to be done with the trailer. Mr. Brougham indicated the police department is anxious to have it moved; however, whoever moves it is going to be stuck with it. There is no title and no VIN# on the trailer. He heard from Chief Pronovost that the railroad is agreeable to have it towed at their expense but the question is where does it go and does it get scraped.

Ms. Gramarossa:

- She attended the meetings with the town administrator on the corona virus. The good news is we have a highly trained, skilled public health director. There will be information up on the town's website regarding the corona virus. There is guidance out at the State level as well as from professional organizations. We are doing all that we can with the information that we have.
- She thanked the staff and the Tenant's Association at Sportshaven but particularly the Town Administrator, Lisa Banner, Jay Whelihan and Doug Albertson as we are getting close to some kind of consensus about what we will do about the tax abatement prior to going before the judge.

Mr. O'Connor:

- The next recreation committee meeting isn't until the 25<sup>th</sup>.
- He spoke with the Community Preservation Committee and they are going to move forward and recommend the \$14,000 that was applied for disc golf.
- Senior Award Night is on June 3<sup>rd</sup> and the Scholarship Committee will present scholarships at that time.
- He wants to have a date in early April to have the Technology Advisory Committee come before the Board to begin thinking about our contract renewal negotiations with Charter Communications.

Ms. Turner: She went for a walk today along the Lake Wallace trail and was amazed that it's so close to Rt. 202 and you feel like you're in the middle of the woods.

Mr. Boscher:

- The Board recently sat down with the School Committee to go through their initial draft budget. He was very happy with their presentation.
- Good news – the Board received a letter for Chapter 90 monies. The Town is receiving \$624,000 for the roads.
- Mr. Williams is going to reach out to an electrician to see what it would take to get the lights figured out near the old tennis courts.

9) **Questions from the Press:** Steve Hill from the *Sentinel* asked about the alterations to Front Street. Mr. Williams explained the alterations.

10) **Adjournment:** Meeting adjourned at 7:49


Minutes submitted by Gary L. Brougham, Town Administrator


Board approved/endorsed: 3/16/2020

Board of Selectmen - Town of Belchertown

Endorsed by a majority:

  
\_\_\_\_\_  
Ed Boscher, Chairman

  
\_\_\_\_\_  
Brenda Q. Aldrich

  
\_\_\_\_\_  
Gail Gramarossa

\_\_\_\_\_  
Jen D. Turner

  
\_\_\_\_\_  
Nicholas O'Connor