

**TOWN OF BELCHERTOWN
BOARD OF SELECTMEN'S MEETING MINUTES
MONDAY, JUNE 10, 2019
Selectmen's Meeting Room, Lawrence Memorial Hall**



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

Call to Order: Chairman Boscher called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

2) Sign Documents:

- a) Sign Warrant, Invoices: Mr. Boscher commented that the Board has typically in the past voted to endorse the warrants; however, in order to be more efficient and given the fact that they don't have to vote to sign them they will just continue to sign them.
- b) Routine documents
- c) Approval of Minutes: Ms. Gramarossa moved the Board accept the minutes of May 6, 2019. Motion seconded by Ms. Aldrich. Motion passes 4- yes, 1 – abstain (Turner). Ms. Aldrich moved the Board accept the minutes of May 28, 2019. Motion seconded by Ms. Gramarossa. Motion passes 5 – 0.

3) Additions to the Agenda:

4) Appearances Before the Board:

- 1. 7:05 p.m. Anthony Parrinello, Evergreen Strategies: Mr. Parrinello came before the Board indicating his wish to move his proposed business location from the Mariettos Plaza to the Richmond Plaza across the street. He indicated that parking has become a major contention with other tenants in the initial plaza.

Ms. Gramarossa would like an outreach meeting advertised more broadly and on the town website and bctv. Mr. Parinello was in agreement with this request.

Mr. O'Connor moved to rescind the prior agreement with Mr. Parinello at 39 Federal Street. Motion seconded by Ms. Aldrich. Motion passes 5 – 0.

Mr. O'Connor moved to approve the agreement at 20 George Hannum Street. Motion seconded by Ms. Gramarossa. Motion passes 5 – 0.

5) Discussion/Action Items:

- a. North Washington Street Purchases – Acceptance of Deed: Mr. O'Connor presented the details. At the May special town meeting voter's approved the purchase of two lots on North Washington Street abutting the Jabish Brook Middle School. The acceptance of the deed was prepared by town counsel and needs to be endorsed by the entire Board but will need to be notarized so one member of the Board will have to have their signature notarized tomorrow.

Mr. O'Connor moved the Board accept the acceptance of deed to be signed by the Board. Motion seconded by Ms. Aldrich. Motion passes 5 – 0. Mr. Boscher will sign tomorrow with a notary in the town clerk's office.

- b. Schedule Hearing Date – La Trattoria's Application to Change Corporate Structure; Transfer of License: Ms. Gramarossa presented the details
- c. Review/Endorse Amendment to Wu Fu LLC's DBA (from Wu Fu to Wong Garden): Mr. O'Connor moved the Board endorse the proper document to correct an error made on their submitted paperwork and let the license reflect the correct DBA show as Wong Garden. Motion seconded by Ms. Gramarossa. Motion passes 5 – 0.
- d. Appointment of Full-Time Police Officer: Ms. Aldrich presented the details to the Board. Per the request of Chief Pronovost, Ms. Aldrich moved to appoint Michael Jablonski as a conditional full-time police officer contingent on his successful graduation from the Municipal Police Academy commencing on June 10, 2019. Motion seconded by Ms. Gramarossa. Motion passes 5 – 0.
- e. Accept Part-Time Police Officer's Resignation: Ms. Aldrich presented the details to the Board. Part-time police officer Marissa Ann Smith has submitted her letter of resignation as she has accepted a position as a full-time police officer position in the town of Deerfield. A letter will be sent to Officer Smith thanking her for her service to the town.
- f. Accept Cultural Council Member Resignation: The Board acknowledged the resignation of Jennifer Turner from the Cultural Council. A letter will be sent thanking her for her service to the town.
- g. Appointment of Cultural Council Member(s): Ms. Turner moved the Board appoint Sarah Maroney to the Cultural council with a term to expire June 30, 2019 as well as Trista Hevey, term to expire June 30, 2020. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
- h. HCOG FY20 Bid Awards: Per the recommendation of Steve Williams, Director of Public Works, Mr. O'Connor moved to award HCOG FY20 Bids as follows:
 - Hot Mix Asphalt – Picked-up @ \$62.00 per ton
Eurovia Atlantic Cost, LLC
311 East Mountain Road
Westfield, MA 01086
 - Hot Mix Asphalt – Applied (In-Place) @ \$63.55 per ton
Palmer Paving Corporation
25 Blanchard Street
Palmer, MA 01069
 - Stone Seal – (20% Rubberized) – Applied (In-Place) @ \$4.68 sq. yd.
All States Asphalt, Inc.
325 Amherst Road, P.O. Box 61
Sunderland, MA 01375
 - Full Depth Reclamation – (Calcium Chloride) @ \$2.10 sq. yd. (total)
 - Reclaim Pavement w/fine grading and vibratory compaction \$1.06 sq. yd.
 - With addition of Calcium at 1 gallon sq. yd. = \$1.04.

All States Asphalt, Inc.
325 Amherst Road, P.O. Box 61
Sunderland, MA 01375

- Bituminous Concrete Excavation by Cold Planer (Milling) \$1.78 sq. yd.
Rafferty Fine Grading
57 South Road
Enfield, CT 06082

Motion seconded by Ms. Aldrich. Motion passes 5 – 0.

- ZBA Variance Application – Timothy and Kathy Goodale, Laurel Ridge Drive: Ms. Gramarossa presented the details to the Board. They are asking for a side yard setback variance. They previously had permission to do a clean-up on a parcel of town owned property abutting their property. They now want to construct a barn on a concrete slab in close proximity to the town owned lot. While they have a lot of their own acreage it is very steep and not a good place for this barn which is why they are requesting the variance. Their hearing in front of the Zoning Board of Appeals is scheduled for June 19th. If we are in agreement the Board can do a letter supporting the application still maintaining the town's rights to the adjoining property but also lets the Goodale's do what they need to do. Mr. Brougham gave further details regarding the property but indicated that Ms. Gramarossa had covered everything.

Mr. Boscher had some concerns regarding it being placed three feet from the line. What happens if it has not been surveyed correctly? He also questioned if anyone from the town had gone out and looked the survey pins. Mr. Brougham commented that the director of public works has been up there a number of times working with the excavating contractor and the contractor who wants to build the barn and he has had multiple visits from all of them. We will make sure that it is done with whatever conditions the Board of Selectmen or the Zoning Board of Appeals deem necessary.

Ms. Gramarossa moved the Board supports this application and that the town administrator write a letter in regards to that as well as suggest that the ZBA will to be sure that the 3 ft. buffer zone is as closely adhered to as possible. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.

- Begin Annual Appointment Process: Mr. Boscher commented that this is one of his favorite things as it is a chance to thank all of the volunteers who step forward and try and make this community better.

Mr. Boscher moved to re-appoint the following individuals as noted:

<u>Name</u>	<u>Position</u>	<u>Term</u>
Nicole Miner	Full Member	06/30/22
Jim Luippold	Full Member	06/30/22

Belchertown Opioid Awareness Task Force (BOAT)

<u>Name</u>	<u>Position</u>	<u>Term</u>
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Jill Panto	Full Member	06/30/20
Selectmen's Liaison to BOAT	Full Member – Selectman	06/30/20
Kevin Pacunas	Full Member – Police Dept.	06/30/20
Jason Krol	Full Member – School Resource Officer	06/30/20
Judy Metcalf	Full Member – Health Dept.	06/30/20
Kimberly Dion	Full Member – Medical Community	06/30/20
Phyllis Ducomb	Full Member – School Nurse Leader	06/30/20
Neil Lozier	Full Member – Police Dept.	06/30/20
Carrie Latulippe	Full Member – Public Nurse	06/30/20

Civil Defense Director

<u>Name</u>	<u>Position</u>	<u>Term</u>
Edward F. Bock	Civil Defense Director	06/30/20

Community Preservation Committee

<u>Name</u>	<u>Position</u>	<u>Term</u>
Megan Manitsas	At-Large Member	06/30/22
Peg Louraine	At-Large Member	06/30/22

Conservation Commission

<u>Name</u>	<u>Position</u>	<u>Term</u>
Edward T. Knight	Full Member	06/30/22
Heather McCann	Full Member	06/30/22
Katerina Korolov	Associate Member	06/30/20
Mark Brownell	Associate Member	06/30/20

Council on Aging

<u>Name</u>	<u>Position</u>	<u>Term</u>
James Dowling	Full Member	06/30/22
Timothy Niejadlik	Full Member	06/30/22

Motions seconded by Ms. Aldrich. Motions pass 5 – 0.

Ms. Gramarossa moved to re-appoint the following individuals as noted:

Cultural Council

<u>Name</u>	<u>Position</u>	<u>Term</u>
Nicole Carlson	Full Member	06/30/22
Sarah Maroney	Full Member	06/30/22

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<u>Name</u>	<u>Position</u>	<u>Term</u>
William A. Terry	Government Seat	06/30/22
Jonathan Spiegel	At Large Seat	06/30/22
Beth Maroney	Financial Seat	06/30/22

<u>Fair Committee</u>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Mark Nute	Full Member	06/30/20
Cindy Brown	Full Member	06/30/20
Kevin Brown	Full Member	06/30/20
Cathy A. Terry	Full Member	06/30/20
Scott Brown	Full Member	06/30/20
Carla Chaisson	Full Member	06/30/20
William Austin	Full Member	06/30/20
Wendy Chevalier	Full Member	06/30/20
Shawn Lindholm	Full Member	06/30/20

<u>Family Center Committee</u>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Nicole Dunham	Full Member	06/30/22
Roger Allen	Full Member	06/30/22

<u>Historical Commission</u>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Patrick Bierly	Full Member	06/30/22

<u>Historic District By-Law Commission</u>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Thomas Stockton	Resident/Property Owner in District	06/30/22

Motions seconded by Ms. Aldrich. Motions pass 5 – 0.

Ms. Aldrich moved to re-appoint the following individuals as noted:

<u>Lakes Committee</u>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Bonnie Strickland	Full Member	06/30/22
John Soja	Recreation Representative	06/30/22

<u>Memorial Committee</u>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Patrick Loftus	Full Member	06/30/22
George Archible	Full Member	06/30/22

PVTA Advisory Board

<u>Name</u>	<u>Position</u>	<u>Term</u>
Brian O'Leary	Representative	06/30/20

PVPC Alternate Commissioner

<u>Name</u>	<u>Position</u>	<u>Term</u>
Douglas Albertson	Alternate Commissioner	06/30/20

PVPC Joint Transportation Committee

<u>Name</u>	<u>Position</u>	<u>Term</u>
Steven J. Williams	Representative	06/30/20
Douglas Albertson	Alternate	06/30/20
Gary Brougham	Alternate	06/30/20

Police Department

<u>Name</u>	<u>Position</u>	<u>Term</u>
Kevin Pacunas	Lieutenant	06/30/20
Bruce Jenks	Sergeant	06/30/20
Steve Henn	Sergeant	06/30/20
Michael Beaupre	Sergeant	06/30/20
Edward Oey	Patrol Officer	06/30/20
Valerie Austin	Patrol Officer	06/30/20
Adam Brougham	Patrol Officer	06/30/20
Neil Lozier	Patrol Officer	06/30/20
John Raymer	Patrol Officer	06/30/20
Jason Krol	Patrol Officer	06/30/20
Dennis Fitzgerald	Patrol Officer	06/30/20
Michael Roney	Patrol Officer	06/30/20
Robert Mann	Patrol Officer	06/30/20
Christopher Mayo	Patrol Officer	06/30/20
Jordyn Bradway	Patrol Officer	06/30/20
Jeremy Burns	Patrol Officer	06/30/20
Andrew Letendre	Patrol Officer	06/30/20
Jared LaValle	Patrol Officer	06/30/20
Michael Jablonski	Patrol Officer	06/30/20
Robert Ivey	Part Time Patrol Officer	06/30/20
William Panto	Part Time Patrol Officer	06/30/20
Vincent Daponte	Part-Time Patrol Officer	06/30/20
Matthew Menard	Part-Time Patrol Officer	06/30/20
Hanna Hulse	Part-Time Patrol Officer	06/30/20
Joseph Boyle	Auxiliary Officer	06/30/20
Stephen Rose	Auxiliary Officer	06/30/20

Motions seconded by Ms. Turner. Motions pass 5 – 0.

Mr. O'Connor moved to re-appoint the following individuals as noted:

Quaboag Valley Business Assistance Corporation

<u>Name</u>	<u>Position</u>	<u>Term</u>
Krista B. Wilson	Belchertown's Representative	06/30/20

Scholarship Committee

<u>Name</u>	<u>Position</u>	<u>Term</u>
Lorraine Alves	Pathfinder School Comm. Rep.	06/30/20
Donna Lusignan	At Large Member	06/30/20
Ruby Bansal	Belchertown School Comm. Rep.	06/30/20
Erica Rose	At Large Member	06/30/20
Sarah Edwards	School Council Representative	06/30/20
Lisa Aiken	Home Schooling Rep.	06/30/20
Brian Cameron	Belchertown Superintendent of Schools	06/30/20

Skate Park Committee

<u>Name</u>	<u>Position</u>	<u>Term</u>
Lori Allen	Skate Park Committee	06/30/22

Superintendent of Insect Pest Control

<u>Name</u>	<u>Position</u>	<u>Term</u>
Steven J. Williams	Superintendent	06/30/20

Technology Advisory Committee

<u>Name</u>	<u>Position</u>	<u>Term</u>
Frank Lomanno	Full Member	06/30/20
Lew Louraine	Full Member	06/30/20
Brian Weng	Full Member	06/30/20
Michael Zoufaly	Full Member	06/30/20
Cynthia Caporale	Full Member	06/30/20

Town Accountant

<u>Name</u>	<u>Position</u>	<u>Term</u>
Jill Panto	Town Accountant	06/30/22

Motions seconded by Ms. Aldrich. Motions pass 5 – 0.

Ms. Turner moved to re-appoint the following individuals as noted:

Town Counsel

<u>Name</u>	<u>Position</u>	<u>Term</u>
KP Law	Town Counsel	06/30/20

Town Common Lighting Committee

<u>Name</u>	<u>Position</u>	<u>Term</u>
James Phaneuf	Full Member	06/30/22

Trail Stewardship Council

<u>Name</u>	<u>Position</u>	<u>Term</u>
Erica Cross	Town's Representative	06/30/20
Douglas Albertson	Town's Alternate Represent.	06/30/20
Jane Bryden	Landowner Representative	06/30/20

Treasurer-Collector's Office

<u>Name</u>	<u>Position</u>	<u>Term</u>
Lisa Banner	Treasurer-Collector	06/30/22
Jane Wolfe	Assistant Treasurer-Collector	06/30/20

Veterans' Services Advisory Board

<u>Name</u>	<u>Position</u>	<u>Term</u>
George Archible	Full Member (VFW)	06/30/22
Robert Vigneault	At Large Member	06/30/22
William Bowen	At Large Member	06/30/22
Keith Poulin	Associate Member	06/30/20

Zoning Board of Appeals

<u>Name</u>	<u>Position</u>	<u>Term</u>
Brian Gibbons	Full Member	06/30/22
Wayne Versace	Associate Member	06/30/20
Nolan Smith Fernandez	Associate Member	06/30/20

Motions seconded by Mr. O'Connor. Motions pass 5 – 0.

- k. Discuss Social Media Policy: Mr. O'Connor feels that more work is to come once the policy is adopted. It was questioned if there is a policy in place for professional conduct.

There will be annual training that should train on the open meeting laws. Not all users will be authorized or required to be trained on compliance. There should be a moderator for the committee or town department that chooses to use social media. Only official town sites will be appropriate for use. The official town social media sites should be using official town emails to set them up for record retention.

It was questioned if the unions will need to sign off on the policy.

The Board will retain the right to remove inappropriate content or things that are off topic. We have to be upfront that the town retains the right to remove inappropriate content.

Mr. O'Connor wants to have another review of the policy and send it out to all departments and volunteer committees to get their feedback.

1. Discuss Proposal to Consider Changing Name of Board of Selectmen to Select Board: Ms. Gramarossa presented the details to the Board. Some residents are interested in officially changing the name of the Board of Selectmen to Select Board. It is a multi-step process and could be fairly lengthy. She proposes that the Board hold a public hearing and to do it as part of the Selectmen's meeting.

Ms. Gramarossa moved the Board hold a hearing in the fall regarding officially changing the name of the Board of Selectmen to Select Board. Ms. Aldrich commented that she is not in favor of changing the name and has heard from residents who are both in favor of the change and those who want to keep it as it is. Motion seconded by Ms. Aldrich. Motion passes 5 – 0.

- m. Discuss Solarize MA Status: Ms. Gramarossa presented the details to the Board. The State will fund Belchertown up to \$5,000 for outreach. The committee may select a vendor in about a month. Residents will have six to seven months to participate.
- n. Discuss/Assignment of Liaison Duties: Mr. Boscher suggest that it may not be appropriate for any one member to serve in any liaison position too long but one year is not enough. He assigned the liaison duties as follows:

- Ms. Aldrich: Board of Assessors; Historic District By-Law Commission; Historical Committee; Personnel Board; Police Department; Fire-Rescue; Police Candidate Review Committee; Civil Defense; Animal Control Department; Animal Control Advisory Board; Law Account
- Gail Gramarossa: Agricultural Commission; Board of Health; Lakes Committee; Pathfinder School; Belchertown School Department and School Committee; Council on Aging and Senior Center; Housing Authority
- Jen Turner: Zoning Board of Appeals; Planning Board; EDIC; Town Common Lighting Committee; Pioneer Valley Planning Commission; Conservation Commission; Community Preservation Committee; Cultural Council; Fair Committee
- Nicholas O'Connor: Technology Advisory Committee; IT Department; Belchertown Opioid Awareness Task Force; Trail Stewardship Council; Family Center; Scholarship Committee; Parks, Beach and Recreation Committee; Recreation Department; Patrick Center Re-Use Committee; Skate Park Committee

Mr. Boscher had comments regarding the Skate Park Committee and the Board's recent re-opening of the skate park under the "use at your own risk" he wonders if there should be a skate park committee or if it should be along the lines of something like the "Friends of the Rec" endeavor. Ms. Aldrich thinks they should look at how Jessica's Boundless Playground is set up. Ms. Gramarossa questioned if the skate park was in the process or if they ever thought about becoming their own non-profit group. It will be added to a future agenda for further discussion. Mr. O'Connor as their liaison will also have a discussion with the skate park committee.

- Mr. Boscher: Board of Registrars & Election; Inspection Services; Moderator; Rent Control Board; Tax Title Committee; Town Accountant; Town Clerk; Treasurer-Collector; BCTV; IDFA; Finance Committee; Department of Public Works (Sidewalks, Street Lighting, Cemeteries, Transfer Station, Maintenance, Wastewater Treatment Plant); Non-School Buildings & Grounds, Town Common; Town Clock; PVTA; Professional Engineering; ADA Committee; Willard Stebbins Trust Fund for Lake Vale Cemetery; Veterans' Services Advisory Board; Veterans' Graves; Memorial Committee

Ms. Gramarossa questioned if a list of all liaison duties would be given out to the Board members. A new list will be printed up in the office and distributed. Mr. Brougham commented that Ms. Gramarossa has strength in drug addiction and recovery and feels it would be a step back to not keep her close to the committee that meets on a regular basis in town hall addressing addiction and recovery. The committee usually meets during the day. Ms. Aldrich was in agreement that she would like to see Ms. Gramarossa stay with BOAT. Mr. O'Connor had no objection and feels that maybe it does belong with the Board of Health. Ms. Gramarossa was okay with staying with BOAT. Mr. Boscher was in agreement with the change. Mr. O'Connor moved to approve the liaison duties to include the change of liaison to BOAT from O'Connor to Gramarossa. Motion seconded by Ms. Aldrich. Motion passes 5 – 0.

- o. Discuss Planning Session – Goals and Objectives: Mr. Boscher presented the details reminding the Board that there had been a discussion regarding meeting outside of normal meetings. It would be to talk about the future of the town and how we would like to see things go. Board members were in agreement to holding a planning session and agreed a Saturday morning would be best. The Board will meet for a planning session on Saturday, August 17th at 8:00 a.m.
- p. Miscellaneous Matters: None.

6) Town Administrator's Report:

- He and Judy Metcalf again attended the court session at Hadley Hampshire Housing Court regarding Sportshaven Trailer Park. Unfortunately Judge Fields was assigned to a different court so there was a judge with no history of the case. Also the clerk magistrate was promoted and a new one has not been assigned. There have been ongoing discussions regarding Sportshaven and various funding to get the trailer park repaired.
- The email server was very old and very tired. IT replaced that server last weekend. Now we can move forward on fixing the town website.
- He and Ms. Aldrich have been meeting with three of the collective bargaining units. Police dispatchers have voted to ratify their new agreement. He and Steve Williams have been meeting with the DPW units and he received a memorandum of agreement that was delivered on Friday. Fire-EMS cancelled their meeting scheduled for tomorrow but thinks we will have something soon.

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

8) Individual Board Members' Reports:

Ms. Aldrich: She, Ms. Gramarossa and Ms. Turner were at the Kalyx meeting on Monday night. She went not as a selectman but because it will be operating next to the business that she manages. It was very informative.

Ms. Gramarossa:

- Reminded everyone the Farmer's Market is up and running. Take advantage of it.
- For history buffs the Porter-Phelps Huntington Museum in Hadley they are having a Belchertown Community Day. Take a tour for free.
- Congratulations to all High School Graduates!
- The strategic planning group has completed their work

Ms. Turner: Food Truck Friday is June 21st on the common. There will be 16 trucks on the common. There will also be donkeys on the common.

Mr. Boscher:

- He and Mr. Brougham had a very productive meeting and feels they are off to a good start.
- There was another accident on Route 9 and Allen Road. At some point he thinks it should be brought up on a future agenda to see what steps can be taken to make this intersection safe.

9) **Questions from the Press:** None.

10) **Adjournment:** Meeting adjourned at 8:40 p.m.

Minutes submitted by Gary L. Brougham, Town Administrator

Board approved/endorsed: 6/24/19

Board of Selectmen - Town of Belchertown

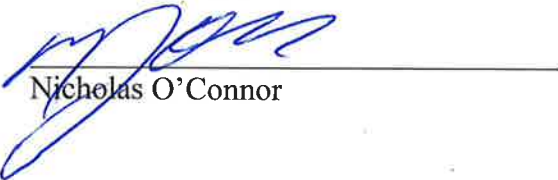
Endorsed by a majority:



Ed Boscher, Chairman



Gail Gramarossa



Nicholas O'Connor



Brenda Q. Aldrich



Jen D. Turner