



**TOWN OF BELCHERTOWN**  
**BOARD OF SELECTMEN'S MEETING MINUTES**  
**MONDAY, JUNE 24, 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) Routine documents
- b) Approval of Minutes: Ms. Aldrich moved the Board accept the minutes of May 13, 2019. Motion seconded by Mr. O'Connor. Motion passes 4 – yes, 1 – abstain (Turner). Ms. Turner moved the Board accept the minutes of June 10, 2019. Motion seconded by Ms. Aldrich. Motion passes 5 – 0.

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

**4) Appearances Before the Board:**

- 7:03 p.m. – E and J Supply, LLC – Host Community Agreement: Attorney Jeff Farrington on behalf of E and J Supply was present for the hearing as was Justin Nevins and Emory Snell. They have worked with Gary Brougham, Town Administrator to figure out the best way to have their company fit in with Belchertown. The address of their business is 401 Mill Valley Road which is directly across from the Mill Valley Country Club. The area of the building they are leasing 6,500 sq. ft. of the back portion of the building. It is a small business.

E and J will annually pay an Annual Community Impact Fee in the amount of 3% of the gross wholesale value of marketable marijuana or marijuana products produced by the Facility. They will also give certain contributions to causes in the town running years two through five.

Mr. O'Connor asked about the experience they had in growing the marijuana. Mr. Nevins commented that since it's become legal they have been experimenting with grows and getting their foot in the door. He has always been around it and used it on and off. This was a good business opportunity for them. Mr. O'Connor confirmed that this is their first operation. Mr. Snell was in the business about 15 years ago in Portland, Oregon when it first became medically legal in that state. They supplied cancer patients with organic medicine. He has a commercial understanding of growing organic medical marijuana.

Mr. O'Connor questioned them as a grower who would be their client. He was told it would be dispensaries and manufacturers. They have no specific dispensary lined up as it is difficult to negotiate price without having product tested where you can bring hard data to the customer. Mr. Nevins explained about their security

system. Attorney Farrington took all their ideas on the security and compared it to the State regulations. The application they are hoping to submit to the Planning Board includes all the nitty-gritty details they have expanded upon. They have also posted the bond that is required by the State. Mr. O'Connor questioned what if any interaction they have had with the Belchertown Police Department. He was told they have not had any as they were waiting for the Marijuana Host Agreement. The next step would be to go over the security plan and hash out any details. Mr. O'Connor wants to know the feedback from the Chief of Police.

Mr. Boscher questioned if the Board agrees to the Host Agreement now or does the Board wait for the Police Chief's feedback.

Mr. Gramarossa commented that was also one of her concerns was if there had been any consultation with the police department. She recommends they have that consultation with the police chief and if he has any comments that they be added into the Host Agreement. She does recognize that the cultivating aspect is different than the retail business so they will be different requirements. She would like to see some additional language regarding odor control. She works with other communities who have cultivators in the town or are in talks with them and there have been serious concerns about odor control. There should be some language in the agreement that says they would consult with the Board of Health and particularly with the Health Director so that they install the best state of the art odor control rather than having to retrofit afterward she has happened in some other communities. She believes they should not skimp on investing their money on the odor control.

Ms. Aldrich noted that Attorney Farrington is from Belchertown and that his parents still live in town. She feels he has a good grasp on the community and will be looking out for what works the best with the town. She appreciates that the business owners have him on their team.

Ms. Gramarossa also thanked them as they are not obligated to but the charitable contributions that they are considering making even though unlike a retailer it will take them awhile to get there so it is reasonable to think that they will not make them until year two. She is open to them even having to postpone it further out as she realizes that a cultivator is not going to necessarily see that money coming in as quickly as a retailer.

Mr. Boscher questioned how the Board feels about asking them to go back and talk to the police chief first and then come back to the Board's next meeting. Mr. O'Connor commented that this is the first cultivation the Board has seen. The retail agreements have been reviewed by the chief of police and he endorsed them or at least has no concerns. He also feels it would be a good idea for the Board of Health to be involved. He wants to support legal businesses in town but because of the type of business it is he wants the chief to sign off on the security that is in place.

Mr. Boscher advised the applicants to get in touch with the chief of police and let him know that they are seeking a host agreement with the town and ask for his input on their security. Attorney Farrington questioned if the chief of police would be present at their next meeting or if the Board would just rely on them to give the specifics. He was told that the chief of police would communicate with the Board of his findings. The same will hold true with the Board of Health. Ms. Gramarossa recommended contacting the town of Monson regarding odor control as they had problems with odor. They will come back to the Board's meeting on July 8, 2019.

**5) Discussion/Action Items:**

- a. Appointment of WWTP Laborer: Per the recommendation of Steve Williams, Director of Public Works, Mr. Boscher moved to appoint David C. Clegg Jr. to the position of Wastewater Treatment Plant Laborer, effective July 1, 2019. Motion seconded by Ms. Aldrich. Motion passes 5 – 0.
- b. Appointment of Social Services Outreach Assistant/Shine Counselor: Per the recommendation of Jessica Langlois, Executive Director of the Council on Aging, Ms. Gramarossa moved to appoint Heather Woodworth as the Social Services Outreach Assistant/SHINE Counselor, effective immediately. Motion seconded by Ms. Aldrich. Motion passes 5 – 0.
- c. Accept Council on Aging Member Resignation: The Board accepted the resignation of Timothy Niejadlik from the Council on Aging, effective June 30, 2019. A letter will be sent to Mr. Niejadlik thanking him for his service to the town.
- d. Disband Marijuana Host Agreement Task Force: Ms. Gramarossa presented the details to the Board. The charge of the task force was to craft host agreements for both the retail side of the marijuana businesses as well as thinking about the cultivators (growers). The task force achieved their goal as we have host agreement drafts and retail ones that have already been signed. Ms. Gramarossa moved the Marijuana Host Agreement Task Force be disbanded as they have completed the task they were asked to perform. Motion seconded by Mr. O'Connor. Mr. Boscher thanked the committee for all the work they did. Motion passes 5 – 0.
- e. Endorse Municipal Transfer of Appropriations: Mr. Boscher presented the details. Last week the Finance Committee did some routine budget transfers. The Board now has to vote on each of them.
  - Mr. Boscher moved the Board transfer \$4,000.00 from Highway Uniforms to Maintenance Wages due to snow removal. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
  - Mr. Boscher moved the Board transfer \$3,500.00 from Street Lighting to Highway Wages due to snow removal. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
  - Mr. Boscher moved the Board approve the transfer of \$5,000.00 from Highway Hired Services to Highway Wages due to snow removal. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.

- Mr. Boscher moved the Board approve the transfer of \$2,500.00 from Street/Construction/Maintenance to Highway Wages due to snow removal. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
  - Mr. Boscher moved the Board approve the transfer of \$4,500.00 from Sewer Expense to Sewer Wages due to snow removal. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
  - Mr. Boscher moved the Board approve the transfer of \$1,500.00 from Landfill Expenses to Landfill Wages due to snow removal. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
  - Ms. Aldrich moved the Board approve the transfer of \$39,000.00 from Fire Department Expenses to Fire Department Wages due to staff coverage, injured on duty. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
  - Ms. Aldrich moved the Board approve the transfer of \$15,000.00 from Police Department Wages to Fire Department Wages due to staff coverage, injured on duty. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
  - Ms. Aldrich moved the Board approve the transfer of \$8,000.00 from Council on Aging Wages to Fire Department Wages due to staff coverage, injured on duty. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
  - Ms. Aldrich moved the Board approve the transfer of \$500.00 from Council on Aging Wages to Accountant Wages due to staff coverage. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
- f. Review Planning Board Accessory Apartment Application – Hasbrouck, 125 Gold Street: Ms. Turner presented the details to the Board. The planning board will hold a public hearing on July 9, 2019. Mr. Boscher mentioned that the Planning Board needs to take into account the abutters specifically and to any other comments from Boards or Committees. The Board had no comments and remanded the plan back to the Planning Board for their review.
- g. Review Planning Board Special Permit Application – Non-Medical Marijuana Establishment (Retail) – Kalyx, LLC, 125 North Main Street: Ms. Turner presented the details to the Board. The Planning Board will hold a public hearing on July 23, 2019. Mr. O'Connor commented that a special permit is required for any marijuana establishments. Ms. Gramarossa wanted to note that at their community outreach meeting a number of abutters were present with minimal concerns. They have an extensive traffic analysis and have done their best to make sure there is a good traffic study. Mr. Boscher commented that Kalyx has gone through all the steps consistently and with good detail. The Board will send the plan back to the Planning Board with their acceptance with the understanding that they review the traffic analysis in detail.
- h. Complete Annual Appointment Process: Ms. Aldrich presented the details to the Board. Ms. Aldrich moved to re-appoint the following individuals as noted:

<u>Name</u>	<u>Inspection Services</u>	<u>Position</u>	<u>Term</u>
Paul Adzima	Zoning Enforcement Officer		06/30/20
Richard Rosazza	Sealers of Weights & Measures		
	Electrical Inspector		06/30/20

Mitchell Staszko	Electrical Inspector	06/30/20
David Sedelow	Electrical Inspector	06/30/20
Michael T. Henry	Assist. Inspector of Buildings	06/30/20
Chris Rice	Assist. Inspector of Buildings	06/30/20

**Police Department**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Neil Lozier	Sergeant (was voted 6/10/19 as a patrol officer)	06/30/20

**Agricultural Commission**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Judith Fuller Gillan	Full Member	06/30/22
Tom Roberts	Full Member	06/30/22
Tammy Ryan	Associate Member	06/30/20
Sandra Brougham	Associate Member	06/30/20
Louise Butler	Associate Member	06/30/20

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

- i. Further Discussion – Status Skate Park Committee: Mr. O'Connor presented the details. He reminded the Board that the Skate Park is re-opened. The Board is questioning if a formal committee is needed for the skate park. It has been questioned if it should be managed under the Recreation Department – to have eyes on it and not necessarily opening and closing it. Also, should the skate park committee be more of a fundraising group – a friends of. All of this will need to be discussed with the Recreation Committee and the Skate Park Committee. Mr. O'Connor will reach out to both committees prior to the Selectmen's next meeting.
- j. Discussion – 6 Berkshire Avenue, Grant Application: Ms. Turner presented details to the Board. There is a collaborative workforce grant that opens up that is approved by the State through Mass Development. She explained how the grant works indicating there are two parts to it. It is a matching grant. They have been working on it. The town owns the building but Gary Ewing who owns Great Threads and manages the building. They would be looking at working with the owner of Great Threads about sharing the building. There are a lot of different opportunities for partnerships. This particular grant closes on July 12, 2019 which does not give a lot of time to get it done. April Jasak-Bangs and Sarah Maroney are willing to do some work on the grant application to get it done. The question is who applies for the grant – is it the town as it owns the building or is it some additional non-profit. She will be meeting with Claire O'Neill from Mass Development to talk through some of her concerns regarding which grant they should apply for. She is looking for support from the town.

April Jasak-Banks commented that they are looking for a collaborative work space, artisan maker space, and she is looking for space for her own photography

business. She commented that it is difficult to find good, affordable space in town. There has been a lot of outpouring of support.

Sarah Maroney has a vested interest in the second phase of the grants. She is looking for a community kitchen kind of shared space where she can do culinary education and she wants to find a commercial kitchen to use as a shared space. It is very hard to find space that is affordable in town.

Mr. Boscher thinks it is an awesome idea but feels there are a couple of concerns. If they go through the grant process and whatever money gets invested into this building is a start-up cost. A second concern that has been raised is that Great Threads which is currently there and has been a great tenant for many years. He hopes that this program would find a way to co-exist. Ms. Turner indicated they have had many discussions with Gary Ewing. His concern is that he has put a lot of money in the building and doesn't want to feel like they came in and took it over.

Ms. Gramarossa questioned if they look at the feasibility study do they have anyone in mind to do that. Who would be conducting the feasibility study? Could the feasibility study look at the cost of maintaining the building should it be built out? She was told that looking at the cost could be part of the feasibility study. They also know a consultant in the area that specializes in economic development. Ms. Gramarossa also questioned if getting the feasibility study sets them up for being more competitive for a larger grant. She was told it does. She confirmed that the feasibility grant is for the 6 Berkshire Avenue building with an application deadline of July 12, 2019. Ms. Turner commented that as long as the grant is available it can be applied for in multiple years. She also feels it would be more strategic to apply for #6, #8 Berkshire Avenue and the Administration building.

Ms. Turner commented the next step would be for them to do more strategic discovery about what needs to happen, how they can apply for it and which type of grant to apply for at this point in time. They will need a letter of support from the town.

Mr. O'Connor commented his big concern was the operational impact to the town once the building would be up and running. What happens if we get it up and running and the grants run out? The town is now responsible. It's not free and there may be some sustainability built into the business plan. He feels this is another opportunity for the town to invest in ourselves.

Mr. Boscher confirmed that the Board supports it and will write a letter at the appropriate time.

- k. Further Discussion – Social Media Policy: He inserted the feedback from the various departments and committees. He also received some feedback from Kevin Hannon and in particular the social media policy of a couple of nearby communities. He also used pieces of that for our social media policy. He feels

the policy should be sent out to the departments for awareness and to ask if there are any concerns. The unions should be included this time around as well as committees. The Board should be prepared to vote on it at the next meeting. The office staff will re-circulate the policy out to everyone for their awareness. Mr. O'Connor commented that the Board is going to have to start using Belchertown.org email addresses.

- l. Letter of Support – PARC Grant: Mr. O'Connor presented the details. This was approved at the annual town meeting. Letters of support are being obtained from various department heads. Mr. O'Connor moved the Board endorse the letter that Mr. Boscher has written on behalf of the Board in support of the PARC Grant. Motion seconded by Ms. Aldrich. Motion passes 5 – 0.

m. Miscellaneous Matters: None.

6) **Town Administrator's Report:** None.

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

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

Ms. Aldrich: Thank you to the Belchertown Police Department for their annual blood drive. She couldn't get an appointment as they were full.

Ms. Gramarossa:

- She is looking forward to getting some of her new liaisons. Later this week she will be going to the Council on Aging meeting.
- The community outreach meeting for Evergreen Strategies will now be held in the space that they are moving to across the street from the Antonio's plaza. Their meeting is July 2, 2019 at 6:30 p.m. at their new location across the street.

Mr. O'Connor:

- Is also meeting with new liaisons.
- He got word back from Conservation that disc golf will not be able to take place at Piper Farm. They are searching for a new location.

Ms. Turner:

- Food truck was held on Friday. It was well attended. There were 16 food trucks. She thanked all of the volunteers on the Cultural Council for putting it together.
- She attended the EDIC meeting.

Mr. Boscher:

- He is also getting to know his liaisons, the department of public works in particular. He thanked Director Williams for all the time he spent with him.
- He attended the Food Truck Friday. It was very well attended. He was pleasantly surprised how well the common was cleaned following it.
- The 4<sup>th</sup> of July holiday is coming up. The agenda will need to be posted earlier than usual.

9) **Questions from the Press:**

10) **Adjournment:** Meeting adjourned at 8:00 p.m.

Minutes submitted by Gary L. Brougham, Town Administrator

Board approved/endorsed: 7/8/2019

Board of Selectmen - Town of Belchertown

Endorsed by a majority:




Ed Boscher, Chairman



Gail Gramarossa



Nicholas O'Connor



Brenda Q. Aldrich



Jen D. Turner