

**TOWN OF BELCHERTOWN  
BOARD OF SELECTMEN'S MEETING MINUTES  
MONDAY, JUNE 12, 2017  
Selectmen's Meeting Room, Lawrence Memorial Hall**

**Present:** Brenda Q. Aldrich, Nicholas O'Connor, Ronald E. Aponte, George D. Archible, William R. Barnett

**Call to Order:** Chairman Aldrich called the meeting to order at 6:45 p.m. with the Pledge of Allegiance.

**2) Sign Documents:**

- a) Warrant #1750 was signed for \$1,211,356.90.
- b) Routine documents
- c) Approval of Minutes: None.

**3) Additions to the Agenda:**

- Revised Green Communities Adoption of Fuel Efficient Vehicle Policy: Mr. Archible noted that the Department of Public Works is requesting the Board review and adopt the revised Fuel Efficient Vehicle Policy. He asked Steve Williams to present the details to the Board.

The Department of Public Works has applied for another Green Communities Grant. It is for up to \$190,000 to upgrade the lighting in town buildings. As part of the process it was brought to the town's attention that our fuel efficiency vehicle policy is outdated. The town has met the 5-year energy 20% reduction plan but the 5-year mark expired back in January. In order to get the town's records current and up to date to remain eligible for this grant he is requesting the Board to adopt this policy which is a revised policy of the old one with the exception of the five year time frame which was removed.

Mr. Archible moved the Board adopt the Fuel Efficient Vehicle policy. Motion seconded by Ms. Aldrich. Motion passes 5 – 0.

**4) Appearances Before the Board:**

- 6:45 p.m. Executive Session – MGL Chapter 30A, Section 21(a)(1): Mr. Aponte moved the Board enter executive session prior to the start of their regular session pursuant to MGL Chapter 30A, Section 21(a)(1) to reconvene in open meeting at the conclusion of executive session. Roll call vote: Aldrich – yes, O'Connor – yes, Aponte – yes, Archible – yes, Barnett – yes.

**\*\* Open Meeting reconvened at 7:17 p.m.**

- 7:33 p.m. Continuation - Pole Hearing #2017-05, Summit Street: Mr. Aponte read the initial notice and spoke briefly on the intents of the placement and the concerns that were voiced.

Steve from Nationalgrid indicated Jill Wilson from Nationalgrid and Steve Williams (DPW Director) met on site and discussed the situation with the abutters.

After explaining the complications with the other options the abutters agreed with the initial concept; however, asked for a street light as a condition of approval. Steve Williams spoke in favor of agreeing to this request.

There were no abutter or public comments.

Mr. Aponte moved to close the public hearing. Motion seconded by Mr. Archible. Motion passes 5 – 0.

Mr. Aponte moved the Board grant petition #2017-05. Motion seconded by Mr. Archible. Motion passes 5 – 0. Mr. Archible moved that the DPW director install a street light on that pole as discussed. Motion Seconded by Mr. O'Connor. Motion passes 5 – 0. Motion passes 5 – 0. Mr. Aponte clarified that this is not precedent setting, this street light is specific to this location with the curve in the road; a new pole will not mean a street light on it.

**5) Discussion/Action Items:**

- a. Appointment of Heavy Equipment Operator I: Mr. Archible presented the details to the Board. Per the recommendation of Steve Williams, Director of Public Works, Mr. Archible moved to appoint Brendan Kennedy to the position of heavy equipment operator, effective June 13, 2017. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.
- b. Appointment of DPW Laborer(s): Mr. Archible presented the details to the Board. Per the recommendation of Steve Williams, Mr. Archible moved to appoint Jaime Williams to the position of Wastewater Laborer, effective June 9, 2017. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.

Mr. Archible also moved to appoint Lawrence Belbin to the position of Maintenance Laborer, effective June 9, 2017. Motion seconded by Mr. Aponte. Motion passes 5 – 0.

- c. Appointment of Home Schooling Member to Scholarship Committee: Ms. Aldrich presented the details to the Board. Per the recommendation of the Scholarship Committee, Ms. Aldrich moved to appoint Lisa Aiken to fill the homeschool vacancy position on the scholarship committee. Motion seconded by Mr. Aponte. Motion passes 5 – 0.
- d. Appointment of Firefighter/Paramedic: Mr. Aponte presented the details to the Board. Per Fire Chief Bock's recommendation, Mr. Aponte moved to appoint Joshua J. DeForge as a Firefighter/Paramedic. Motion seconded by Mr. Archible. Motion passes 5 – 0.
- e. Appointment of Part-Time Police Dispatcher(s): Per the recommendation of Chief Pronovost, Mr. Aponte moved to appoint Lauren Bock to the position of part-time police dispatcher, effective Friday, June 16, 2017. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.

Per the recommendation of Chief Pronovost, Mr. Archible moved to appoint Elaine Guan to the position of part-time police dispatcher, effective, Friday, June 16, 2017. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.

- f. Begin Annual Appointment Process: Ms. Aldrich read and moved to appoint the following individuals to their positions:

<b><u>Agricultural Commission</u></b>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Will Shattuck	Agricultural Commission	06/30/20

<b><u>Animal Control Advisory Board</u></b>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Audrey Safford	Full Member	06/30/20
Brian Breveleri	Full Member	06/30/20
Carol Kasabian	Full Member	06/30/20

<b><u>Belchertown Opioid Awareness Task Force (BOAT)</u></b>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Jill Panto	Full Member	06/30/18
George Archible	Selectman	06/30/18
Kevin Pacunas	Police Department	06/30/18
Jason Krol	School Resource Officer	06/30/18
Craig Bodamer	Fire/Rescue	06/30/18
Judy Metcalf	Board of Health	06/30/18
Kimberly Dion	Medical Community	06/30/18
Phyllis Ducomb	School Nurse Leader	06/30/18

<b><u>Civil Defense Director</u></b>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Edward F. Bock	Civil Defense Director	06/30/18

<b><u>Community Preservation Committee</u></b>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Judy Healy	At-Large Member	06/30/20

<b><u>Conservation Commission</u></b>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Nicholas A. Burns	Full Member	06/30/20
Eric Wojtowicz	Full Member	06/30/20
Linda Leduc	Associate Member	06/30/18

<b><u>Council on Aging</u></b>		
<u>Name</u>	<u>Position</u>	<u>Term</u>
Maura Guzik	Full Member	06/30/20

Robert Farrington                      Full Member                      06/30/20

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

**Cultural Council**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Jennifer Meighan	Full Member	06/30/20
Jennifer Turner	Full Member	06/30/20
Rachel Martins	Full Member	06/30/20

**EDIC**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Richard Kump	Real Estate Seat	06/30/20

**Fair Committee**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Mark Nute	Full Member	06/30/18
Cindy Brown	Full Member	06/30/18
Kevin Brown	Full Member	06/30/18
Cathy A. Terry	Full Member	06/30/18
Scott Brown	Full Member	06/30/18
Carla Chaisson	Full Member	06/30/18
William Austin	Full Member	06/30/18
Wendy Chevalier	Full Member	06/30/18
Shawn Lindholm	Full Member	06/30/18
Sandra L. Brougham	Full Member	06/30/18
Bonnie Brouwer	Full Member	06/30/18

**Historical Commission**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Alexander Loss	Full Member	06/30/20
Leslie Squires	Full Member	06/30/20

**Historic District Commission**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Irene Mariettos	Real Estate Seat	06/30/20

**Inspection Services**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Paul Adzima	-Building Commissioner	06/30/20
	-Zoning Enforcement Officer	06/30/18
	-Sealers of Weights & Measurers	06/30/18
Richard Rosazza	Electrical Inspector	06/30/18
Mitchell Staszko	Electrical Inspector	06/30/18
David Sedelow	Electrical Inspector	06/30/18

Michael T. Henry	Assist. Inspector of Buildings	06/30/18
Chris Rice	Assist. Inspector of Buildings	06/30/18

**Mr. Aponte moved to re-appoint the following individuals:**

**Lakes Committee**

<u>Name</u>	<u>Position</u>	<u>Term</u>
LeeAnne Connolly	Conservation Representative	06/30/20
Jenicca Gallagher	Full Member	06/30/20

**Memorial Committee**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Raymond Janke	Full Member	06/30/20

**Parks, Beach and Recreation Committee**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Tilo Schiffer	Full Member	06/30/20

**PVTA Advisory Board**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Brian O'Leary	Representative	06/30/18

**PVPC Alternate Commissioner**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Douglas Albertson	Alternate Commissioner	06/30/18

**PVPC Joint Transportation Committee**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Steven J. Williams	Representative	06/30/18
Douglas Albertson	Alternate	06/30/18
Gary Brougham	Alternate	06/30/18

**Police Department**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Bruce Jenks	Sergeant	06/30/18
Kevin Pacunas	Sergeant	06/30/18
William Panto	Sergeant	06/30/18
Steve Henn	Sergeant	06/30/18
Edward Oey	Patrol Officer	06/30/18
Valerie Austin	Patrol Officer	06/30/18
Adam Brougham	Patrol Officer	06/30/18
Neil Lozier	Patrol Officer	06/30/18
John Raymer	Patrol Officer	06/30/18

Jason Krol	Patrol Officer	06/30/18
Dennis Fitzgerald	Patrol Officer	06/30/18
Michael Roney	Patrol Officer	06/30/18
Michael Beaupre	Patrol Officer	06/30/18
Robert Mann	Patrol Officer	06/30/18
Christopher Mayo	Patrol Officer	06/30/18
Jordyn Bradway	Patrol Officer	06/30/18
Jeremy Burns	Patrol Officer	06/30/18
David Conkey	Part Time Patrol Officer	06/30/18
Peter Gaj	Part Time Patrol Officer	06/30/18
Jeremiah McBride	Part Time Patrol Officer	06/30/18
Edward Smith	Part Time Patrol Officer	06/30/18
Robert Ivey	Part Time Patrol Officer	06/30/18
Michael Jablonski	Part Time Patrol Officer	06/30/18
Andrew Letendre	Part Time Patrol Officer	06/30/18
Joseph Boyle	Auxiliary Officer	06/30/18
Stephanie Cusson	Auxiliary Officer	06/30/18
Vincent Daponte	Auxiliary Officer	06/30/18
Hanna Hulse	Auxiliary Officer	06/30/18
Matthew Menard	Auxiliary Officer	06/30/18
Zachary Parker	Auxiliary Officer	06/30/18
Marissa Smith	Auxiliary Officer	06/30/18

**Mr. Archible moved to re-appoint the following individuals:**

**Quaboag Valley Business Assistance Corporation**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Krista B. Wilson	Belchertown's Representative	06/30/18

**Scholarship Committee**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Francesco Dell'Olio	Pathfinder School Comm. Rep.	06/30/18
Karol Coffin	Belchertown Superintendent	06/30/18
Donna Lusignan	At Large Member	06/30/18
Michael Knapp	Belchertown School Comm. Rep.	06/30/18
Theresa Przybylowicz	At Large Member	06/30/18
Donna Robbins	High School Council Representative	06/30/18
Lisa Aiken	Home Schooling Rep.	06/30/18

**Skate Park Committee**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Michelle Ricker	Full Member	06/30/20

**Superintendent of Insect Pest Control**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Steven J. Williams	Superintendent	06/30/18

**Technology Advisory Committee**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Frank Lomanno	Full Member	06/30/18
Lew Louraine	Full Member	06/30/18
Yosef Nimni	Full Member	06/30/18
Michael Zoufaly	Full Member	06/30/18
Cynthia Caporale	Full Member	06/30/18

**Town Counsel**

<u>Name</u>	<u>Position</u>	<u>Term</u>
K-P Law	Town Counsel	06/30/18

**Trail Stewardship Council**

<u>Name</u>	<u>Position</u>	<u>Term</u>
LeeAnne Connolly	Town's Representative	06/30/18
Douglas Albertson	Town's Alternate Represent.	06/30/18
Jane Bryden	Landowner Representative	06/30/18

**Veterans' Services Advisory Board**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Keith Poulin	Associate Member	06/30/18
Janet Jourdain	Full Member	06/30/20
William McClure	Full Member	06/30/20

**Zoning Board of Appeals**

<u>Name</u>	<u>Position</u>	<u>Term</u>
Robert Vigneault	Associate Member	06/30/18
Jennifer Sharrow	Full Member	06/30/20

Mr. Aponte moved that all above individuals be re-appointed to their appropriate committees with the above delineated term dates. Seconded by Mr. Archible. Motion passes 5 – 0.

- g. Acknowledge Notice of Retirement from Senior Center Program & Volunteer Coordinator: Mr. Aldrich presented the details to the Board. Susan Shea has submitted a letter indicating that she plans on retiring from the Senior Center on September 8, 2017. Mr. Aldrich moved the Board accept the letter of retirement from Ms. Shea. Motion seconded by Aponte. Motion passes 5 – 0.
- h. Accept WWTP Laborer Resignation: Mr. Archible presented the details to the Board. Anthony Hurtado submitted his letter of resignation from the Wastewater Treatment Plant, his last day of work will be Monday, June 12, 2017. The Board accepted Mr. Hurtado's resignation. A letter will be sent thanking him for his service to the Town.
- i. Accept Firefighter Paramedic Resignation: Mr. Aponte presented the details to the Board. Adam Maroney has submitted his letter or resignation as a

Firefighter/Paramedic; his last shift will be on Saturday, June 10, 2017. The Board accepted the resignation of Adam Maroney. A letter will be sent thanking him for his service to the Town.

- j. Accept Resignation from At-Large Member of the CP Committee: Mr. O'Connor presented the details to the Board. Betsy Loughran submitted her letter of resignation from the CP Committee as she has moved out of state. The Board accepted Ms. Loughran's resignation. A letter will be sent to her thanking her for her service to the Town.
- k. Accept Part-Time Police Officer Resignation: Mr. Aponte presented the details to the Board. Joseph Bergdoll has submitted his letter of resignation as a part-time police officer. His last day will be Friday, June 9, 2017. The Board accepted Mr. Bergdoll's resignation. A letter will be sent thanking him for his service to the Town.
- l. Award HCOG FY18 Bid #1143 – Hot Mix/Asphalt/Stone Seal and Reclamation: Mr. Archible presented the details to the Board.

Mr. Archible moved the Board award the bids as follows:

- Hot Mix Asphalt – Applied-(In Place) @ \$55.70 p/ton  
Warner Bros. LLC  
325 Amherst Road, P.O. Box 61  
Sunderland, MA 01375
- Hot Mix Asphalt – Picked-Up Price @ \$60.00 p/ton  
Lane Construction  
P.O. Box 491  
Westfield, MA 01086
- Stone Seal – (20% Rubberizes) – Applied (In-Place) @ \$4.45 p/sq. /yd.  
All States Asphalt, Inc.  
325 Amherst Road, P.O. Box 61  
Sunderland, MA 01375
- Full Depth Reclamation – (Calcium Chloride) @ \$2.00 per sq. yd. (total)
  - Reclaim Pavement w/fine grading and vibratory compaction \$1.02 per sq. /yd.
  - With addition of Calcium at 1 gallon per square yard + \$0.98 cents.  
All States Asphalt, Inc.  
325 Amherst Road, P.O. Box 62  
Sunderland, MA 01375

Motion seconded by Mr. Aponte. Motion passes 5 – 0.

- m. Review Special Permit Application – Loftus, 35 Lake Drive: Gary Brougham, Town Administrator presented the details. The applicant is proposing to remove two existing sheds, construct a sizable addition to an existing seasonal home, and secure variances on several dimensional setback requirements. There may be issues in the winter months as the road is narrow and there is not a lot of room for the trucks to plow/turn around. If areas of improvement can be made in this regard they should be looked at.



The Board has no concerns at this time and will send it back to the Zoning Board of Appeals. They do ask that the Board listen to any concerns from other town boards/committee or abutters. The ZBA should review previous submittals which may have been denied.

- n. Review Site Plan Application – Hillside 141, LLC – Don’s Auto Service, 141 Sargent Street: Mr. Brougham presented the details to the Board. This is a plan seeking approval to expand the existing business. It is to construct an addition to the existing building, to the rear of the building. The request is consistent with the existing facility and business use. The property is properly zoned. He recommends the planning board do everything they can to help these business owners expand.

Mr. Archible moved the Board refer the application back to the Planning Board to get the plan approved. Motion seconded by Mr. O'Connor. Motion passes 5 – 0.

- o. Discuss letter from V.J. Patel, Owner of Sunoco Station, 122 Federal Street: Ms. Aldrich indicated that Mr. Patel is asking the Board again for a wine and malt license. He was robbed recently and with the increase in the age to buy tobacco he has had a loss in his business.

Mr. Archible stated he was against it when Mr. Patel originally came before the Board with the request five years ago and he is still against it. He’s against the location and what Mr. Patel is trying to do. There are three other licensed businesses within a quarter or a mile that sell alcohol. Mr. Aponte indicated the board can’t disallow it because the other businesses are in close proximity.

The board can’t tell from the plans if he is proposing an outdoor type refrigerator. His cover letter talks about a non-conforming cooler. It also states he wants to expand the store from 550 sq. ft. to 1700 sq. ft. Years ago there had been a considerable amount of gasoline released into the ground there and a vapor recovery system was put in place. Also the existing building is up against the property line and he may have to obtain a number of variances.

The board will send a letter to Mr. Patel informing him that he should take his plan and file an application with the Planning Board to see if this expansion is even possible.

- p. Review Liaison Duties: Ms. Aldrich presented an overview. She and Mr. O'Connor spoke about the liaison duties and agreed that if the duties are changed every year it becomes difficult to really get to know the committees and the duties that go along with them. She is going to keep the duties the same this year to keep consistency with only a few minor changes.
- q. Miscellaneous Matters:

## 6) **Town Administrator’s Report:**

- At the annual town meeting money was appropriated to replace some ceiling tiles at the building that was being used by the Belchertown Day School. Hopefully by the middle of July the Family Center will be moved to that building.

- The town held a tax title auction several weeks ago and based on town counsel's advice we were told that the Franklin School building couldn't be auctioned. The town will need to do a RFP with the building. The Belchertown Lions Club is asking for an opportunity to speak to the town about the possibility of gaining access to that building. He is asking the board for guidance.

Mr. Aponte is open to speaking with the Lions Club regarding the building knowing that the town will have to walk a fine line. If the town does speak with the Lions Club and allows them access to the building will they have to do that for everyone that shows interest? Ms. Aldrich expressed the same concerns. Ms. Aldrich questioned if the RFP can look at the purpose the building is to be used for and not just the highest bidder.

Mr. Brougham will check with KP Law and draft a RFP in the best interest of the Town.

- The groundbreaking for the Assisted Living Facility occurred this past Friday. A preliminary road design has been given to the Conservation Commission that will be reviewed on June 26<sup>th</sup>.

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

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

Mr. Archible: The groundbreaking ceremony was very good. He attended the MPO meeting with Steve Williams two weeks ago and updated the Board.

Mr. Aponte: Belchertown High School held their graduation. Tomorrow the Citizens Police Academy graduates. Thank you to Chief Pronovost and the police department for starting up the citizen's academy again.

This past Friday was a momentous day for the town with the groundbreaking ceremony for the assisted living facility. It was very well attended with our legislative team. Former Senator Candaras was present and it was very nice to see that she received proper recognition for her work towards getting this off the ground.

Mr. Barnett: He enjoyed the Memorial Day services held inside the church due to the threat of rain. He also attended the groundbreaking ceremony for the assisted living facility. He attended an event at Western New England University regarding senior programs.

Mr. O'Connor: Attended the Coach's Challenge in honor of Ms. Higgins who passed away several years ago. That money goes back into the sports activities. Mr. O'Connor will not be present for the town meeting as he is travelling for business.

Ms. Aldrich: Next Monday is the continuation of the Town Meeting. Tomorrow is the graduation ceremony for the Citizens Police Academy and she is looking forward

to that. She congratulated Mr. Aponte and Mr. Brougham for all the hard work that they did getting the assisted living facility off the ground.

9) **Questions from the Press:**

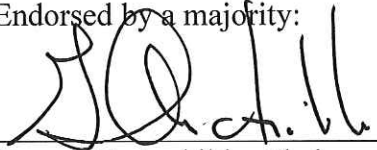
10) **Adjournment:** Meeting adjourned at 8:25 p.m.

Minutes submitted by Gary L. Brougham, Town Administrator


Board approved/endorsed: June 26, 2017

Board of Selectmen - Town of Belchertown

Endorsed by a majority:



George D. Archible, Chairman



Brenda Q. Aldrich



Ronald E. Aponte



William R. Barnett



Nicholas O'Connor