

Town of Sandisfield
Board of Selectmen
Selectmen's Minutes of meeting Monday, June 18, 2018 at 7:00 p.m. at the Town
Hall Annex.

Officials present: Board Members: Mark Newman, Chairman, Brian O'Rourke, and George Riley. Other Officials present: Town Administrator Fred Ventresco; Dawn Lemon; Conservation Commission Chair Paul Gaudette; and Public Works Superintendent Bobby O' Brien.

1. Highway Dept. updates

Public Works Superintendent Bobby O'Brien informed that the painting on the bridge is done. It has a 25-year product guarantee. We will have to see however if it lasts that long since we did not have a 100% clean surface in all areas for it to seal optimally; however, the manufacturer will still guarantee it for the 25 years, as they have faith in their product. Thermo Rust is the paint manufacturer. The only thing that is not painted on the bridge is the very top beam and the galvanized parts. The Superintendent explained as well that the painting was a very thorough and innovative process with the joints and bolts receiving a special sealing product as well which should give them added durability.

Bobby spoke with Joe Crocker. They signed the contract with paver All State for doing the paving in the pipeline area. It should be done by the end of July. Dave was on vacation last week so the grading of the dirt roads was slowed somewhat. We will be doing Bosworth and Lower West Street, among others, this week. Tomorrow they are on Town Hill doing repairs as well. Someone asked about the Garage rebuilding. Bobby said that this depends on the Conservation Commission's decision at the meeting tomorrow night; as long as they approve the Notice of Intent (NOI) plans we submitted it should be a go right away. Paul Gaudette from the audience confirmed this as well.

2. Paul Gaudette in from the Conservation Commission to review and discuss the Town's Generic NOI and culvert NOI requirements

Mr. Gaudette spoke and explained that the Town has to put together a new generic Notice of Intent (NOI) and bring it to the Conservation Commission for approval. The Town's current plan expired on June 8, 2018. He warned that the Town cannot do any culverts, ditching, and similar work in "jurisdictional" areas until it is

renewed. This includes even culvert replacements. He asked that they please do not do any more work until it is renewed, as he does not want to be in the position of having to cite the Town for a violation. Mr. Gaudette recalled a meeting with DEP's Mark Stinson last fall where this was discussed and former Board Chairman John Skrip indicated that he did not like some things with the current NOI and was going to change it. Selectman O'Rourke asked what they can do to expedite getting a new generic NOI in effect ASAP. Mr. Gaudette responded to get a written NOI to the Commission and he will try to hold a meeting as soon as possible. O'Rourke also asked if anyone knew this was coming, was there any communication. Bobby said he did know it was expiring "at the end of June" but he does not have the money in the current FY 2018 budget. We will need the assistance of an engineer/professional consultant to assist with the NOI. Bobby has been consulting with Emily Stockman and they will be ready. We have to wait until July for the new budget to begin. He did not budget for it this year as he thought it was lasting longer than this year. Mr. Gaudette reiterated to please not put him in a position of having to cite the Town for a violation, so please do not do any culverts or ditching in the meantime in "Jurisdictional" areas. Chairman Newman assured him that this is not the Board's intent.

3. Consideration and vote on Cemetery Committee software.

Selectman Riley spoke, as he and Kathy Burrows have been working on the project, as was planned at last week's meeting. They have selected a vendor and are going with the lease/service option for now. \$1,295 is the base price for the software and \$300/year for a support/license. They checked with a number of other Towns and received very good feedback about the chosen company, CIMS. We could buy the software outright and not get any tech support, but we would be doing everything, including all the set up with our limited staff and no tech. person on staff, Selectman Riley explained. For the price, they felt the support was well worth it. Responding to a question from the audience, Riley explained briefly that the software was for storing and managing cemetery records, which are now only stored in shoe boxes. Selectman O'Rourke asked Kathy Burrows if she/the Committee was OK with what has been explained; she responded, definitely.

Motion by Selectman Newman to approve the purchase of the Cemetery software as described here tonight; the motion was seconded by Selectman O'Rourke. All voted in favor.

4. Bulky waste update

Chairman Newman stated that it was a smashing success and was extended for two weeks which ended yesterday. We will be doing it again in the fall.

5. Discuss annual appointment process

This was tables until the Town Clerk is back from vacation, next week's meeting.

6. Selectmen's updates

Selectman/Chairman Newman has nothing this week, as he was quite busy.

O'Rourke announced that he and the Building Committee would be having a meeting next Monday to discuss progress and especially about the new doors for the Town Buildings. They asked Town Administrator Ventresco about the re-tiling of the floor downstairs in the senior center. He said that they should be done tomorrow and it is going as planned. O'Rourke reminded that Tolland has a meet-and-greet tomorrow night for the local Towns' Selectpeople. They all plan to go.

7. Town Administrator updates

Town Administrator Ventresco updated the Board about the un-permitted trailers/campers. He, Town Code Officer Eric Munson, and Board of Health Sanitarian Victor Hryckvich had a phone conference with the Town's attorney. The attorney recommends that we send out new letters to all violators that he will word. However, we should have a Zoning Board of Appeals in place in case someone wants to appeal. The Town Administrator reported that he found out that all seats on the ZBA are and have been vacant for a number of years. We need to appoint people there ASAP he explained. Alex Bowman and Paul Gaudette volunteered from the audience. John Burrows said that if we really need someone he would serve, and Chairman Newman announced that John Skrip has told him that he would be willing to serve. According to Town By-Laws, the ZBA has three regular and two alternate seats. We will have it on next week's agenda to officially appoint these new Members to the ZBA.

Bobby O'Brien asked for clarification about this topic. He wanted to know if the case is that if he has land and wants to occasionally have a camper on it and stay there it is permissible, even if he is not preparing to build. If his camper has water and is not dumping sewage is this not OK? Mr. Ventresco explained that the way he understood the attorney, if someone has just a piece of land with no permitted buildings on it that they could not park a trailer there and use it, even occasionally; however, if they already had a permitted structure on the land they could bring a trailer/camper in on occasion. It was noted from the audience and read from the Town By-Laws, however, that the only time this is permitted is if one is building a structure, and only for one year, and only by special permit. Fred relayed that the attorney also said that some common sense has to be used as well in these cases.

The Board seemed to be in agreement that it was not their intention to stop someone from occasionally using their land for a camper/trailer if no one complained about it.

We got the punch list for going forward with becoming a Green Community, following up on last week's presentation by Jim Barry from the State program. We are moving forward with these steps as soon as possible. Selectman Riley emphasized the preliminary grant that is due on a strict and short timeline in July. Chairman Newman asked if the Town Administrator and Selectman Riley could work on this grant.

8. Discuss future agenda items

Town Administrator Ventresco updated the Board on some upcoming agenda items. As mentioned before, the solar company Sunpower wants to come before the Board to explore some options for solar in Town. It will be on the agenda for next week. Also, Adam Brown will be on next week's agenda to present some ideas on Yanner Park and to ask to appoint a committee for Yanner, and any related discussion.

9. Review and sign warrants

10. Review and sign minutes of meetings

11. Review mail

12. Topics not reasonably anticipated by the Chair

Motion by Selectman Riley to adjourn at 8:02 PM; motion seconded by Charmian Newman. All were in favor.