

Town of Sandisfield

Select Board

June 6, 2022

Minutes for Select Board meeting held on Monday, June 6, 2022 at 7:00PM at the Town Hall Annex, 66 Sandisfield Road, Sandisfield, MA

Members present: Steve Seddon, Alex Bowman, John Field, Jonathan Sylbert

Called to order at 7:00PM

1. Call to order: Note that the meeting is being recorded

2. Brad Curry in for DPW Updates

Brad put the library roof out to bid a couple weeks ago. Only one bid has been received, which is from Adam Quenneville for around \$9,000. The bid includes an estimate for re-sheeting the entire underside of the roof should it be rotted for an additional \$7,000. John Field questions the cost of installing new plywood, noting it seemed high. Jonathan Sylbert notes a bid needs to be chosen before the end of the month, so funds can be encumbered.

Repairing the septic system at the DWP garage was also put out to bid. Parson's supplied the best bid and are ready to move forward with the perc test and design. Money for this project must be encumbered also.

Brad will work with Jonathan to acquire the extra \$100,000 of WRAP grant money for other highway projects. He also submitted a fleet list which includes equipment that will need replacing in the future. Equipment that already needs repair/replacement are the salt shed, freight liner, and chipper. The DPW is currently renting a roller while they look for a new one; the DPW's current roller has the potential to break down while in use and Brad did not think it reasonable to put more money towards repairs.

Brad provides a list to the Select Board of FY22-FY23 projects that he plans to address. Alex requests he include an expected start and end date for each of the projects, as well as an estimated cost.

A road grading schedule will be posted on the website later this week. Road grading allows for a smoother ride, and includes leveling potholes and maintaining drainage ditches/crowns. Grader training for DPW employees and contracting out is discussed to guarantee proper grading procedures.

The bid documents for the culvert bridge replacement by 90 Sandisfield Road are being prepared. The documents will then be bid out to contractors and plans will be designed. This project will begin late this year or next year. Alex questions whether this project can occur during the school year, for it will disrupt bus routes. Brad will check up on this. It's

suggested he evaluate the bridge erosion and either cap the holes or set up some kind of barrier to avoid potential accidents.

3. Discuss process of fire truck purchase

Steve Seddon summarizes that the town voted to approve \$700,000 for a new, used, or demo firetruck. Since then, Steve has requested from the Fire Department a spec sheet of what they are looking for in a truck. Jonathan notes there is another bidding cooperative called HGACBuy which may be of use when looking for equipment. Jonathan will be doing training for the site and will sign Sandisfield up as a user to access the inventory. The company will take care of the bidding, advertising and work alongside equipment vendors.

The Select Board reviews the status of the firetrucks and current Fire Department procedures to obtain background in what might be necessary for the town moving forward. The Select Board notes the importance of establishing a schedule to upgrade vehicles/equipment after a certain amount of time.

4. Accept Jeff Bye's resignation from Green Communities

Steve motions to accept Jeff Bye's resignation from Green Communities. Alex seconds. Motion passes unanimously.

5. Appoint Katie Murray to Recreation Committee

Steve motions to appoint Katie Murray to Recreation Committee. John seconds. Motion passes unanimously.

6. Appoint Karema Almeida and Alexcia Adams to Cultural Council

Steve motions to appoint Karema Almeida and Alexcia Adams to Cultural Council. Alex seconds. Motion passes unanimously.

7. Re-appoint Jennifer Hibbins and Jennifer Lenzi to second term for Cultural Council

Steve motions to re-appoint Jennifer Hibbins and Jennifer Lenzi to second term for Cultural Council. John seconds. Motion passes unanimously.

8. Disband the Broadband Committee

Steve reads a letter from Jeff Bye requesting the Select Board disband the Broadband Committee. Since Spectrum has completed their installation of their broadband wires, and has begun installing high-speed internet to Sandisfield homes, Jeff believes the Broadband Committee has served its purpose.

Steve thanks the Broadband Committee for their hard work and dedication to getting broadband to Sandisfield. Steve motions to disband the Broadband Committee. John seconds. Motion passes unanimously.

9. Interim Town Manager Updates

Jonathan updates that an email has been sent to all Boards/Committees/Departments notifying them that all bills should be submitted before June 30, 2022. Notification of any obligations remaining in FY22 should also be provided so funds can be encumbered.

Equipment information needs to be compiled in order to start the process for selling some of the older town owned equipment, including purchase dates, specs, photos, etc. He expects to complete the preliminary process by the end of the month.

Jonathan spoke to the Town Administrator in New Marlborough and can finally close out the Mass Grant for work done in conjunction with New Marlborough, and will be receiving a reimbursement check for \$119,165.83.

A candidate for Finance Committee reached out to Jonathan for more information about the commitment. Carl Nett notes he has two other possible candidates, one with a degree in economics and the other serving as an intellectual property lawyer.

Jonathan notes there is a potential budgeting issue when applying the 3% COLA to positions that vary in hourly rates. He also notes another revolving fund, this time the sanitation fund, is not operating properly, for it is not emptying out at the end of every fiscal year as it should.

Alex Bowman received an email from the DPW Union Representative noting employee evaluation bonuses were to be paid by June 1. The reviews have been completed by Brad and looked over by the Select Board. Jonathan encourages the Select Board to vote to pay the bonuses now, under topics not anticipated.

Alex motions to pay the individual union members the meets-expectations bonus of \$300 for FY22. Steve seconds. Motion passes unanimously.

An official agreement needs to be made with Tolland in regards to ambulance responses. Currently, Sandisfield receives \$500 for every call. The Accountant will find the letter sent to Tolland, so Sandisfield can respond formally. There is also a possibility of renegotiating the agreement.

10. Select Board Updates

Alex motions to accept Dawn Lemon's resignation from the Recreation Committee. Steve seconds. Motion passes unanimously.

Citation forms that can be issued to bylaw violators have been located. Alex notes there is a Mass General Law that must be adopted, which will authorize any fine not paid will become a lien on the violator's property.

John Field reached out to King Information Systems, who will confirm if all the documents in the storage container must be kept. Should there be documents that can be disposed of, Sandisfield can petition the state to destroy them.

The amendment for broadband spending to the Joint Ways and Means Committee, which would allow for money to be spent against debt was not approved.

Southern Berkshire Health Collaborative will be announcing the possibility of Sandisfield joining their program at their meeting on Friday, June 10. The COA is unhappy with their current healthcare provider, Berkshire Public Health Alliance who has been accepting grants on behalf of Sandisfield, but not providing the appropriate services throughout the pandemic.

Carl Nett suggests the Select Board proactively establish the Cannabis Citizen Committee. The Committee could then guide potential cannabis establishments through the process and give advice.

11. Future agenda items

- Sign Temporary Occupancy of Mobile Home/Travel Trailer Permit
- Senior Tax Write-Off Program
- Job postings/Appointments
- Special Town Meeting date

12. Discuss and sign Year-End Transfers

Steve motions to transfer \$12,586.38 to Fire/EMS Compensation and \$2,504.81 to Operations, Maintenance and Repair both from Public Safety Officer Salary. Alex seconds. Motion passes unanimously.

13. Review and sign minutes of meetings, purchase orders, warrants, and mail

14. Adjourn Meeting

Meeting adjourned at 9:52PM.

Steve Seddon

Alex Bowman

John Field