

Town of Sandisfield

Select Board

Minutes for Select Board meeting held on Monday, August 22, 2022 at 6:30PM at the Town Hall Annex, 66 Sandisfield Road, Sandisfield, MA

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

Called to order at 6:30PM

- 1. Call to order: Note that the meeting is being recorded**
- 2. Sign State Primary Warrant**

The Select Board signs.

3. Discuss Police Department Purchase Order for A&M Work

The taillight on the police cruiser was broken due to a minor accident. To get the repairs done a body shop would take three weeks. Michael Morrison made the decision to have the work done at A&M to avoid the time restraint.

Steve notes that a purchase should not be made without prior approval from the Select Board. Mike explains he considered this an urgent situation. The Select Board agree to make Jonathan the point person for purchase order approval in emergency situations.

Jonathan will provide the Fire/Police Dept and DPW with a MIIA insurance claim form for any future incidents. He notes that if a claim is filed quickly, the repairs can typically be done quickly as well.

Alex motions to make the Town Manager the primary approver of purchase orders and the Select Board the alternate. Steve seconds. Motion passes unanimously.

4. Discuss Michael Morrison complaint regarding hiring local businesses

Mike believes the town should always give preference to local establishments for any town business. Carl Nett notes that he does not support hiring local businesses if it will cost significantly more than outsourcing.

Jonathan suggests contracting for all town vehicle service work. This contract could specify the type of work, hourly cost, etc. Ralph Morrison reports he has a state ethics document signed by the Select Board Chair and Town Clerk at the time, approving Ralph's A&M work on town equipment. The current Town Clerk should have a copy, and Ralph will locate his copy as well.

5. NO-NAME Culvert Bridge on Route 57 Update

It had been recommended that the work deadlines for the culvert bridge be adjusted so that all labor would have to occur in summer 2023. This would avoid any school busing issues, or requirement of a detour on a dirt road during mud and ice season. However, another project extension would need to be filed and approved, and it is very unlikely that a company will bid on a project that will not begin for another year because prices could change drastically.

After speaking to Mike Morrison about this, Jonathan still recommends moving forward with the bidding process, and hopefully the project can be done this fall. It's in the requirements that the project duration cannot be longer than 28 days.

Silverbrook Road will have signs designating the road for emergency vehicles only. A map will be given to Lisa Leavenworth, so she can adjust her mail route accordingly.

6. Schedule joint meeting with Planning Board

The Planning Board would like to hold a community outreach meeting. The three main discussions will be short-term rentals, dark sky bylaw, and fossil fuel usage. This meeting will also give townspeople the opportunity to give feedback/suggestions on the direction of Sandisfield. The meeting is scheduled for Friday, September 23, 2022 at 7:00PM.

7. Discuss Cannabis Sub-Committee Bylaw Amendment Request

Steve reads a letter from Cannabis Sub-Committee Chair, Leslie Garwood requesting a sentence in the Cannabis Bylaw be changed to state, "The Select Board shall create a representative group of 3-5 members consisting of full and part-time residents, to advise the Town Manager." In the letter she notes that this change would allow the committee to avoid holding public meetings and exclude them from following open meeting law since they are an ad-hoc committee.

Steve expresses the requested amendment prevents public input and participation. Carl Nett, who also serves on the Cannabis Sub-Committee, relates some of the success of the School Options Explorations Committee was because they could meet impromptu to accomplish their tasks. Should the Cannabis Sub-Committee operate the same way, he anticipates seeing similar results.

It's suggested the amendment be taken to Town Meeting and allow the residents to decide how to proceed. Another option would be to remove the Cannabis-Sub Committee from the Cannabis bylaw entirely, and then form an ad-hoc committee that reports to the Town Manager afterwards. Carl will send over the exact wording for the STM warrant to be reviewed by Town Counsel.

8. Discuss Financial Policies

Item is tabled.

9. Interim Town Manager Updates

There are four to six vehicles that will be removed from the MIA insurance policy, and three that will be added, the new ATV, firetruck, and grader.

Paul Greene sent another letter to Jennifer Pilbin notifying her of her violation and the balance of her fees, which now totals \$9,000. An article at the STM will allow the town to vote to put a tax lien on properties who do not pay their violation fees.

10. Select Board Updates

Early voting is Saturday, August 27, 2022 at 9:00AM-1:00PM.

Town Clerk hours will be expanding soon. Current hours are Wednesdays 12:00PM-2:00PM, but Town Clerk, Douglas Miner will start to become available in the afternoon as well. Hours will be posted online once determined.

Alex spoke with Michael Baldino from MBI to see if they could change their amendment to include a sentence that stated the project was not complete until the double polls are removed. Michael will see if he can resolve the issue without having to change the amended agreement.

The Select Board will schedule interviews with the two Town Manager candidates.

Mary Turek reports there has been some confusion among residents as to which building is the official Town Hall. Sandisfield currently has an "Old Town Hall" building and a "Town Hall Annex" building. It decided that "Old Town Hall" will remain "Old Town Hall," and "Town Hall Annex" will now be known only as "Town Hall." The word "Annex" will be removed from the front of the building, and an "Old Town Hall" sign is suggested to be installed at 3 Silverbrook Road.

11. Future agenda items

- Change name of "Town Hall Annex" to "Town Hall"

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

All department heads will receive an updated expense report at the end of every week to help them manage their budget spending.

Alex suggests requiring all departments to file and submit an incident report to the Select Board, should an accident occur while using town equipment.

It's suggested that the DPW include brush-hogging town owned fields in the mowing contract term. This will allow the DPW crew to work on more pressing tasks.

13. Adjourn Meeting

Meeting adjourned at 8:47PM.

Steve Seddon

Alex Bowman

John Field