

**Board of Selectmen/Sewer Commissioners  
Finance Committee  
October 12, 2016 Minutes  
Town Hall, 1529 State Road, Richmond, Massachusetts**

ATTENDING: BOS: Roger Manzolini, Chair; Alan Hanson and Neal Pilson; Mark Pruhenski, Town Administrator; Katherine Zahn, Town Secretary  
FC: Robert Gniadek, Chair; Stevan Patterson; Patricia Callahan; John Mason  
Others Attending: John Whitney, Town Moderator; Jeff Grant; John Mason; Steve Traver, Fire Chief; Paul Lisi, Treasurer; Gerald Coppola, DPW Superintendent; Katherine DeSantis; Ken Kelly

Mr. Manzolini opened the joint meeting at 6:00 p.m.

The Board reviewed the draft of a warrant for the October 26<sup>th</sup> Special Town meeting. A copy is attached for reference. Legal counsel has reviewed the draft.

The Selectmen requested that the STM be convened at Town Hall rather than the RCS. Article 1 was described by Mr. Pruhenski and Mr. Lisi as a matter of urgency since the current server is not functioning well and apparently not backing up data.

Discussion ensued concerning the language of the Articles. Legal counsel advised that “or any amount” be used in the articles. Mr. Whitney pointed out that the Town’s policy on voting financial articles at Town Meeting is “not one penny more”. He referenced information from the Massachusetts Moderators Association and explained that it is not acceptable to vote on an increase of an amount at Town Meeting. He suggested that the language be amended to “or any other lesser amount”. The Board agreed to this amendment and agreed to add the language “or any lesser amount to Articles 1, 5, 8 and 9. Mr. Lisi commented that if additional funds are needed a request for an amount up to \$15,000.00 can be presented to the Finance Committee and Board of Selectmen.

The Board agreed to strike the language ”or take any other action relative thereto” from each of the warrant Articles.

A free cash calculation sheet dated 9/28/16 was reviewed, a copy is attached. It was acknowledged that for the purposes of funding the articles in this warrant the use of free cash is preferred rather than use of the stabilization fund.

Mr. Pruhenski explained that the proposal in Article 2 for funding the purchase of computers for Town Hall and DPW will establish compatible computers for these workstations. He added that a capital plan is being developed to track and plan for replacements. Mr. Pruhenski explained that 14 new computers comprised of 10 pc’s and 4 laptops all with the same operating system are proposed.

The Board agreed to amend the language in Article 2 by removing “fund the balance of the” and inserting “purchase”.

Discussion ensued regarding Articles 3 and 4. An outright purchase would result in less money spent over time but lease options may be presented to voters. Mr. Whitney pointed out that articles on a warrant may not be skipped over but must each be voted on at the meeting.

The Selectmen directed that the order of the Articles in the draft warrant be changed so that the final version of the warrant will reflect the order and subject of Articles 5-9 to wit:

Article 5 –transfer of \$13,000.00 or any lesser amount to create technology hardware account

Article 6-transfer of \$12,000.00 or any lesser amount to technology hardware account.

Article 7-appropriate from certified free cash sums to fund previous fiscal year expenses.

Article 8-appropriate from free cash \$11,000.00 or any lesser amount to fund a cafeteria tracking system

Article 9- appropriate from free cash \$15,000.00 or any lesser amount to replenish Town Building Maintenance account.

Mr. Manzolini made a motion, Mr. Pilson seconded and the Selectmen voted unanimously to strike Article 10 from the draft warrant and to establish a committee to review the Town’s ambulance service.

Mr. Gniadek called for a vote on the warrant by the Finance Committee.

Mr. Mason made a motion, Ms. Callahan seconded and the Finance Committee voted unanimously to approve Article 1 as amended.

Mr. Mason made a motion, Mr. Patterson seconded and the Finance Committee voted unanimously to approve Article 2 as amended.

On Article 3 Ms. Callahan made a motion, Mr. Mason seconded and a question was posed about the language in the article possibly being an alternative course of action. It was agreed that the explanation of the Article would be used as a reference to describe the course of action of a lease rather than a purchase. Question and discussion ended and the Finance Committee voted unanimously to not recommend Article 3.

Ms. Callahan made a motion, Mr. Mason seconded and the Finance Committee voted unanimously to not recommend Article 4.

On Article 5 Mrs. Callahan made a motion, Mr. Mason seconded and the Finance Committee voted unanimously to approve Article 5.

On Article 6 Mr. Mason made a motion, Mr. Patterson seconded and the Finance Committee voted unanimously to approve Article 6.

On Article 7 Mr. Mason made a motion, Ms. Callahan seconded and Mr. Patterson queried if payment is denied can a vendor resubmit a bill. Mr. Lisi explained that the town is liable to pay these bills. Question and discussion ended and the Finance Committee voted unanimously to approve Article 7.

On Article 8 Mr. Mason made a motion, Mr. Patterson seconded and a question was posed if school choice reserve funds can be used for this expense. Mr. Lisi explained that ongoing operational expense for this item will be planned in the FY-18 budget. Question and discussion ended and the Finance Committee voted unanimously to approve Article 8.

On Article 9 Ms. Callahan made a motion, Mr. Mason seconded and the Finance Committee voted unanimously to approve Article 9.

Referring to Article 10 on the original draft warrant discussion ensued concerning the Town’s ambulance service. Chief Traver related that out of 116 calls 68 were missed and 48 were responded to. County ambulance services the Town and has offered a one year contract at no cost to the Town. Coverage would not include West Stockbridge. Chief Traver recommends considering this option.

Katherine Desantis, who has provided 20 years of service on the Town ambulance, advised the Board that a minimum of 2 hours is spent on a call. This time could be

lessened with the use of a computer system. She described the ambulance as older and in need of repair. She noted that having local ambulance service enhances services to Town residents since the local EMT's are familiar with the Town roads and more likely to know the residents. She described the offer of free service from County Ambulance as enticing but questioned the response time.

The Board agreed that discussion of the ambulance service is a topic for a future meeting and will place the matter on a future meeting agenda. The Finance Committee having concluded business adjourned from the meeting.

Ken Kelly of the Richmond Pond Association spoke to the Board about preserving fishing access to Richmond Pond. He referred to an article in *Fish and Stream* magazine that rated Berkshire county ponds fishing access a 2:5.

Mr. Kelly described an area of Richmond Pond shoreline, part of a 10 acre parcel owned by the Town situate in the city of Pittsfield northerly of the Town Beach. A footpath traverses this shoreline northerly then easterly toward the Christian Camp property. It is one of the few public access areas open to fishing. He provided photos of the trail and some trail information. Some parts of the trail need maintenance and he asked if the DPW and/or volunteers could help maintain it. Mr. Coppola pointed out that the area borders the railroad and nothing can be disturbed within that buffer zone. Over the years the DPW has obtained permission to place rocks strategically to keep ATV's out of the Town Beach and trail area. The Board recognized the public fishing access and trail on the property and advised Mr. Kelly to coordinate with Mr. Coppola. Mr. Kelly and Mr. Coppola agreed to arrange a meeting at the site.

Mr. Coppola appeared before the Board this evening to discuss creation of a DPW foreman position. Mr. Coppola described the job as being one posted within the department. He recommended the Board make the hiring decision. The Board expressed concern that this may create contention within the department. Mr. Coppola related that steps need to be taken in order to efficiently operate the department. The Board suggested that a memo be created directing that the orders given by the DPW superintendent are to be followed. Mr. Pruhenski agreed to create a draft for the Board to review. The Board agreed to table the matter to a future meeting. Discussion followed regarding the creation of a Town personnel policy including identifying a chain of command.

Jeff Grant, 549 Sleepy Hollow Road appeared before the Board this evening to express concerns about the lack of dust control on dirt roads. He related that no dust control was applied last year to Sleepy Hollow Road and noted a dust control application was applied this past August and with autumn grading done recently the road is a "storm of dust".

Mr. Coppola explained that the DPW applies dust control to the dirt roads and uses water spray in the fall to manage dust. The roads are graded later in the year to manage potholes.

Mr. Grant opined that the job is not being done properly and complained that the DPW mowed the Town right of way along March Hare Road which extends into his hayfields. He asked that this practice cease. Further, he related that he understood from previous interaction with the Board that the large DPW grader was not to be used on March Hare Road. He asked why the DPW mows into the field then blows leaves into fields. He invited the Board to drive by and see the area. He referred to the right to farm law. The Board stated that supervision and

maintenance of the Town roads is the purview of the DPW superintendent. Discussion ensued concerning legal road maintenance requirements. Mr. Grant pointed out that grading has widened the roads and asked that the roads not be graded in the fall.

The Board reviewed the November 8, 2016, State Election warrant and executed same. A copy is attached.

The Board signed the warrants.

The Board reviewed the warrant for the October 27, 2016 Special Town Meeting and executed same. A copy is attached.

There was no mail to review.

There were no sewer matters to discuss. Mr. Grizey noted that the pipe spanning the Richmond Shores canal will be painted soon.

Mr. Hanson and Mr. Manzolini related that they cannot attend the upcoming Selectmen's Association dinner. Mr. Pilson and Mr. Pruhenski plan to attend.

The Board agreed to table review of previous meeting minutes to the next meeting.

Mr. Pilson related that Peter Cohen would like to film the October 27<sup>th</sup> Special Town Meeting. The Board was amenable to this.

Mr. Pruhenski updated the Board on the complaint concerning dogs at 2171 State Road. He remarked that Town by-law is silent on the number of dogs licensed by an individual. ACO, John Springstube, investigated the complaint. He spoke with the dog's owner and asked him to consider the impact on the neighborhood.

Mr. Pruhenski advised the Board that a note was sent to Jim Biancolo thanking him for his service to the Town.

Mr. Pruhenski related that Guardian will be conducting energy audits at the RCS, DPW and Town Hall so that the green community energy conservation projects can be fast-tracked. There was no change to the solar array project timeline.

Meeting adjourned at 9:00 p.m.

  
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Roger Manzolini, Chair