

**Board of Selectmen/Sewer Commissioners**  
**July 13, 2016 Minutes**  
**Town Hall, 1529 State Road, Richmond, Massachusetts**

**ATTENDING: Alan Hanson; Roger Manzolini, Chairman; Neal Pilson; Mark Pruhenski, Town Administrator**

Absent: Katherine Zahn, Town Secretary

Others Attending: Stevan Patterson; Linda Morse

Mr. Manzolini opened the meeting at 6:00 p.m. and announced that the meeting is being recorded.

The Board reviewed the minutes of July 6, 2016. Mr. Manzolini made a motion, Mr. Pilson seconded and the Board voted unanimously to approve the minutes of July 6, 2016. Mr. Manzolini signed the approved minutes from the June 22nd meeting.

Mr. Manzolini opened discussion of an appointment to fill the vacant seat on the ZBA. Mr. Pilson related that subsequent to tendering his resignation from the ZBA he spoke with Dick Miller, ZBA Chair and Mr. Miller spoke with Linda Morse who is interested in becoming a member of the ZBA. Ms. Morse stated that she served the Town on the Planning Board for ten years and confirmed that she has no hidden agenda. Mr. Manzolini made a motion, Mr. Hanson seconded and the Board voted unanimously to appoint Ms. Morse to the ZBA for a term through June 30, 2018. The Board thanked Ms. Morse for her continued service to the Town.

Mr. Manzolini opened discussion of the Energy Committee updates. He confirmed that the ECC met its initial charge and requested that the ECC follow up with a solar array project investigation to determine if such a project is feasible for the Town. Mr. Patterson acknowledged the request and proceeded to elaborate on the ECC having completed its charge. He explained that he and the previous Town Administrator, Matt Kerwood, had discussed a solar array site at the RCS. To the best of Mr. Patterson's knowledge, based upon a cursory review of the site by Mr. Kerwood, there seems to be lack of critical mass or demand to justify a solar array built by a third party. Funds were budgeted for an engineering study which fell short of the actual cost estimated for a complete study, however, it seems that the RCS roof may be insufficient to support a roof-mounted solar array. Also there were issues relating to heating/boiler and insulation. Given that the RCS is the largest consumer of energy in Town and that energy audits were done for the DPW and Town Hall, and in order to comply with the green community act plan with the goal of reducing overall Town energy usage by 20% in five years Mr. Patterson suggested that an engineering study specific to an energy usage audit of the RCS be done. Approximately \$115,000.00 remain for the purposes of conducting energy audits and implementing energy conservation measures. The Board agreed to determine what energy saving measures were implemented at the DPW. Discussion ensued concerning the release and use of funds. Mr. Pruhenski confirmed that expenditures require DOER approval in order to release the funds. Mr. Manzolini suggested that the energy audits and the ECC findings be reviewed to determine if any

other measures need to be taken at the DPW and Town Hall and that follow through of an energy audit of the RCS be undertaken to determine feasible energy saving measures. Having determined that the ECC met its charge Mr. Patterson related that Joan Chapman Bartlett was a member of the ECC and mentioned Nate Steele as a person who lived "off the grid" in New Mexico prior to relocating here and that he may be helpful in investigating the feasibility of a solar array project. Mr. Pilson confirmed that Mr. Patterson's conversations with Mr. Kerwood took place more than six months ago. He pointed out that a substantial period of time has past since those conversations took place and in the meantime activity in the solar array field has increased. He suggested that the RCS may have the capacity as a site. Mr. Patterson remarked that a tax credit is not issued when a municipality mounts a solar array so the most economical way to fund is through a third party buy in. In terms of meeting critical mass the Mass Energy Insight website can be accessed to research municipal energy usage. Mr. Manzolini invited Mr. Patterson to make other recommendations of people who may champion a municipal solar array project and thanked him for his efforts. Mr. Pruhenski commented that the state capped a previous solar array project program; he will look into the current state program. Mr. Hanson asked why an engineering study of RCS needs to be done for a solar array. Mr. Manzolini explained that engineering study of the roof would be needed for a roof-mounted array; a ground mounted array would not require this. Mr. Hanson asked about the Town landfill area as a potential site for a solar array.

Mr. Manzolini opened discussion of the request of Kenneth Liebelein for a stop sign at the intersection of Rossiter and West Roads. The Board reviewed a drawing of the area. Mr. Pilson reported that line of sight at the intersection is clear with the exception of visibility partially obstructed by a bush on the northwest corner. The Board agreed to determine if the bush is within the Town right of way and to remove it if so. The Board directed the DPW Superintendent look at the sight. Mr. Pruhenski will relay this to Mr. Coppola who is expected to attend the next Selectmen meeting and can report accordingly at that time. Mr. Pruhenski explained that Mr. Liebelein said that contractors and visitors to his home had almost been in accidents at the intersection. Mr. Hanson related that the state required a report of accidents and deaths before placing a traffic signal at the intersection of Lenox and Swamp roads. Mr. Pilson confirmed that Mr. Liebelein did not specify a four way stop sign but requested some type of signage be placed there.

Mr. Pruhenski related that Mr. Coppola will attend the next Selectmen meeting to report on various projects in Town. The Board reviewed the DPW contracts. The Board discussed fiscal year budgeting and Mr. Manzolini confirmed that school contracts were recently negotiated for a three year term but have yet to be signed. Mr. Pruhenski confirmed that the recent DPW hiree's vacation time is limited to four weeks maximum. The DPW contracts salaries reflect the 3% raise for FY-17. Mr. Manzolini made a motion, Mr. Pilson seconded and the Board voted unanimously to approve the DPW contracts for FY-17 and executed same. Mr. Hanson asked if the percentage of increase should be adjusted in accordance with the teachers contract. Mr. Pilson suggested the Board resolve to do that for the next fiscal year budget. Mr. Pruhenski remarked that

when the teachers contracts are signed those figures can be used to budget for the next two fiscal years.

The Board reviewed the application of Bartlett's Orchard for a one day special license. Mr. Pruhenski related that he was told today that the event may be canceled. No request for traffic control was made. Mr. Manzolini made a motion, Mr. Pilson seconded and the Board voted unanimously to approve the request and issued the license with the understanding that if the event is indeed canceled a refund of the fee will be issued.

The Board discussed the appointment of an alternate delegate to the BRPC. Mr. Pruhenski will confirm who is the appointed the delegate. Mr. Manzolini made a motion, Mr. Hanson seconded, Mr. Pilson abstained and the Board appointed Mr. Pilson as alternate delegate to the BRPC.

The Board discussed the appointment of an alternate Plumbing and Gas Inspector. Mr. Hanson related that Mr. Gennari , the Plumbing and Gas Inspector had requested Bob Krupski be appointed for the position based upon professional relationship. Mr. Pruhenski remarked that Mr. Gennari was not aware that Paul Manzolini had submitted a letter of interest to the Board and he confirmed that Mr. Krupski subsequently submitted a letter of interest as well. Mr. Hanson made a motion, Mr. Pilson seconded and the Board voted unanimously to appoint Robert Krupski as Alternate Plumbing and Gas Inspector.

The Board discussed the BOS August meeting schedule. Mr. Pruhenski will be out of town on the 10th. The Board voted unanimously to meet on August 3rd, if needed and to meet on August 24th with the understanding that another meeting may be held should the need arise.

The Board reviewed the mail.

The Massachusetts Selectboards Association will meet on July 26th in Plymouth, MA. Mr. Pruhenski will register those Board members interested in attending.

Mr. Pilson shared the email from Ken Kelly of the Richmond Pond Association regarding construction at Interprint.

Mr. Pilson relayed a message given to Mrs. Pilson by a citizen. According to signage and the rules the Town beach closes at 7:00 p.m. which seems early during the summer evenings. Mr. Grizey confirmed that the beach parking lot is routinely checked by DPW employee Bob Navin, usually after 7:00 p.m., before the gate is locked for the night. The Board agreed to not change signage or rules and to advise Mr. Navin to lock the gate at 8:00 p.m. This plan will be conveyed to the citizen.

Mr. Pilson related that active wildlife on East Road routinely attack the garbage that is out for pick up on Monday mornings. He requested a notice be placed in the *enews* asking folks to clean up the trash as soon as possible should this occur. Mr. Pruhenski related that the notice is already posted in this weeks *enews*.

Mr. Manzolini asked about the status of the DPW JD tractor the purchase of which was authorized at the last Annual Town meeting. Mr. Pruhenski received a registration today for the JD tractor to add to the insurance policy. Mr. Manzolini commented that the reason the new tractor was purchased was to provide rollover protection. The old Ford tractor used for roadside mowing does not have this protection. Mr. Hanson related that the new tractor has a narrower width wheel base and a higher profile that effects mowing position and not all the DPW employees are comfortable operating it. He suggested that wheel spacers be used on the rear end. Mr. Manzolini asked if the old Ford tractor will be surplus. Mr. Pruhenski explained that the DPW has some equipment to be declared surplus and will come before the Board to make a request. Presumably the old Ford tractor will be included in the surplus request.

Mr. Hanson related a message from the COA that they are being besieged with requests for rides. It was suggested that the COA look into using the BRTA. Historically the BRTA had many restrictions on usage and the COA opted to purchase the hydraulic lift equipped van which provided more ridership flexibility and scheduling options. Mr. Hanson spoke with BRTA Director, Bob Malnati who advised that the BRTA no longer restricts rider usage to medical only appointments. There seems to be a movement among the COA toward obtaining another van. BRTA vehicles are available free of charge through an application process. The Board discussed acquiring another van. The Town would bear the cost for service pursuant to warranty provided by the BRTA. A letter of intent from the Town is needed. The BRTA will provide a list of vehicles available for the Board to consider.

Mr. Pruhenski updated the Board on follow up from the last meeting. signs for the boat ramp have been ordered. Two signs posted at the boat ramp will remind people of the leash law and two " no dogs allowed beyond this point" signs will be posted at the beach entrance gate. Mr. Hanson intends to follow up with the question of enforcement. Mr. Manzolini made a motion, Mr. Hanson seconded and the Board voted unanimously to direct the DPW to install the signage.

The direct link to the calendar on the Town website homepage will be operational commencing with this Friday's *enews*. BOS minutes will be scanned and posted on the website shortly after they are approved. All the Town board, committee and commission openings have been added to this Friday's *enews* and will remain there with the exception of the ZBA appointment made this evening.

The IT services contract signed at the last meeting has a two year contract term. Anteris required a \$1,500.00 set up fee for a one year contract. The Board agreed that a two year term is acceptable.

Mr. Pruhenski confirmed that the current Fire Department SOG does include a drug testing regulation. Chief Traver may request a drug test based upon suspicion of drug or alcohol abuse. As a volunteer fire department there is no required testing in the SOG pursuant to MGL. The question of a drug testing regulation arose upon the review of the amended SOG document at the last Board meeting. No problems, complaints or

instances of such abuse have been reported. Although there have been no issues with drug/alcohol abuse by the volunteers Mr. Pruhenski noted that Chief Traver has proven diligent in upholding the SOGs generally.

2017 is the Library's 125th anniversary. Details will follow.

The Richmond Gardeners have requested permission to plant flowers within the triangle at the intersection of Cheever, Lenox and Stevens Glen Roads. The Board agreed to allow the planting with the understanding that it not obstruct highway maintenance work and that the plants are to be removed at the end of the season. Mr. Pruhenski will advise the DPW.

A department head meeting will be scheduled for the end of July. Mr. Hanson asked when the annual Richmond Shores Civic Association meeting will be held. Mr. Grizey replied that it will be held in the near future. Mr. Pilson related that the Richmond Pond Association will meet on July 26th. Mr. Hanson would like to request names for a Sewer Advisory Committee.

Meeting adjourned at 7:30 p.m.

  
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Roger Marzolini, Chair