

**Savoy Select Board
Meeting Minutes
June 8, 2021**

Members Present: Keith Kupiec, Russ Clarke and Melanie Glynn

Also Present: Brenda Smith - Assessor, Julie Pavia – Assessor, Sarah Satterthwaite – Planning Board, Valerie Reiner – Town Clerk, Tom Barnaby – Chief of Police, and Allen Mongeon

Meeting was called to order by Keith at 5:06pm.

REVIEW/ACCEPTANCE OF PRIOR MEETING MINUTES: 5/26/21 minutes reviewed and approved unanimously.

NEW BUSINESS:

- Filling elected and appointed vacant positions.

The SB accepted the resignation of Allan Carlow from the Parks Commission. The SB accepted Sarah Satterwaite’s letter of interest for the FHMS Broadband Committee as an alternate and Allen Mongeon’s in person interest in Park Commission.

The following appointments we approved by the SB for FY22:

Name	Appointment
Cosmo Laviola	Green Committee
Anthony Facchette	Green Committee*
Brenda Smith	Assistant Town Clerk
Beverly Cooper	Accountant/Treasurer
Derek Pinnoneault	Wiring Inspector
William Droseh	Road Superintendent
William Moncecchi	Plumbing Inspector
Jamie Lahey	Green Committee*
Thomas Barnaby	Police Chief
Sarah Satterthwaite	FHMS Broadband Committee – alternate
Allen Mongeon	Park Commission

(These appointments are not official until the swearing in by the Town Clerk.)

*Appointments that were not executed for FY21.

Looking for residents interested in the Finance Committee, Planning Board and Board of Health. These are all committees currently covered by the SB.

- Opening public buildings

Will open June 15 following CDC guidelines. Town clerk requesting plexiglass door inserts. Assessors procured already. SB approves Town Clerk to investigate and procure one. COVID funds would have covered this if purchased earlier on. Funds are no longer available.

- Schedule of all Board and Committee meetings and work schedule of employees – not discussed.
- Communication between Select Board members and Jennifer.

Melanie stops in twice a week; Jennifer has Keith and Melanie's email and phone numbers. Russ does not have email or a computer. He will stop in and see her and she has Russ's phone number.

OLD BUSINESS:

- New town website update and status

Owner (Rick Kean) of domain and creator is owed monies for April payment, \$185.87. Site has features that can be tapped into. .gov may have restrictions. SB agreed since this was paid for to continue to explore the current sites capabilities.

- ❖ Melanie to follow up with Jennifer and Beverly regarding payment.

- ❖ Melanie to continue to investigate .gov.

- o Select board Laptop purchase. – no action since last meeting

- STRAP (Small Town Rural Assistance Program) Grant Status

Keith has been tracking with Bill, Mr Grande.

- Shared Streets Grant work around school status on funding/work. – no status since last meeting
- Status of Hazard Mitigation Plan with MEMA/FEMA

MEMA approved and now with FEMA. Submitted application for MVP, municipal vulnerabilities Preparedness Grant last Friday.

- Center Road Bridge Status and next steps and start date.

Keith reports he cannot find the Center Road Bridge folder. The "taking" deed has been registered at the Registry of Deeds. There is a check with Jennifer that needs a specific date and further information from the attorney, Lance Chavin, and then to be sent to landowner.

Start date on MassDOT says winter 21-22. John indicated at a SB meeting on 5/18, that there was a "not to start before April" restriction. Melanie emailed Harry Adolphe, Project manager for clarification and provided notification of SB changes. The Canary Kats requested unobstructed access to trails. Not looking to delay project but to have MassDOT aware of trails.

- ❖ Keith will follow up with details for check and locating folder.

- ❖ Melanie to follow-up with MassDOT

- Berkshire Public Health Alliance and services provided.

Keith reported the Plainfield BOH agent is moving.

Melanie spoke with Laura Kittross from BPHA. Informed the of change in SB members and roles. Our nurse is Lelsie Drager. We have a signed contract for FY22. Laura forwarded the contract to Melanie and Jennifer for FY22 of \$2K. Invoice will be quarterly or payment up

front. Savoy was late in coming to the table with MAVEN (Massachusetts Virtual Epidemiologic Network) support until COVID. Leslie will provide a report of non-COVID disease, health promotion and wellness, flu clinic, priority for all grant funded public health nursing activities, and others. This service was approved at the ATM. BPHA just received a \$300K grant and will be bringing on another PHN.

Laura can provide other services, Board of Health Agent. There is pending legislation at the DPH (House 2329) to require certification and licensure for the BOH Agent. Currently Savoy is one of only 2 towns (Alford is the other) where the SB covers BOH agent. BPHA can provide inspectional (\$75/hour, min of \$300) or comprehensive \$5000. BPHA does not have capacity currently for comprehensive services. Currently the town's BOH has liability. Russ currently handles all Title V activities. He states his training is "hands-on", no certifications. We will continue as usual until other contracts are in place.

- ❖ Board agreed to pursue BPHA for future BOH agent services. Melanie will continue to follow-up.

- Transfers from Reserve to accounts to close out FY21. These warrants were signed by the SB but further information will be pursued as to why they over budget.
 - \$500 from reserve for BPRC Health (nurse) dates 1/21 – 6/21. Total invoices are \$1000. – new expense for MAVEN support
 - \$1800 from reserve to the building fund for telephone – Magna?
 - \$1000 from reserve to the building fund for telephone – Magna?
 - \$844.02 from reserve to Alternative School/Smith Vocational
 - \$2000 from reserve to T. S. Expense – salaries were set prior, why the revision?
 - \$1170.50 from reserve to Insurance (Property and Casualty)
 - \$577.00 from reserve to Printing.
 - \$658.51 from reserve to Fire Expense.

Totaling: \$8550.03

Brenda Smith reported she thought the Magna service was for Sue when she was here and on the fire department.

- ❖ Melanie to follow-up with Beverly for further details.
- ❖ Melanie to request monthly statements from Bev.
- ❖ Russ to follow-up with details of Magna and if it is still required.

- MT5 municipal tractor purchase status (14,650 – Chapter 90 funds)

Purchase is in process.

- West Oil contract options
- ❖ Russ to look into why gas no longer provided at DPW and what Bill has at DPW.

We bought at market price last year.

- ❖ Melanie to ask Bev how much we spent last year. We would like to lock in a rate with oil prices increasing.
- Town Park Building occupancy status.

Melanie met with Phil Delorey on Friday, June 4 to understand what was left to obtain a certificate of occupancy for the building.

Question of cut sheets for trusses. Phil to review truss plans provided by Melanie.

Wiring needs to be completed, outlets, fire/smoke, exit lights and emergency lighting.

There are donated florescent lights in the building. The Park Commission had previously purchased some wiring materials. They are in a box in the building. There is a question of a panel on order at Granite City. Is it still on order by Derek? Ronna indicated she had everything cancelled.

- ❖ Do we want LED lights to decrease power – there may be grants from Eversource. – Park Commission to follow up

Parking. Before anything else gets spread be sure to review environmental/wetlands studies. Need to determine handicap spaces based on total parking spaces.

Phil will indicate occupancy capacity by event type, standing, sitting, tables, etc.

There is a telescoping flag pole there. Melanie asked about the potential of a portable one that could be on a base with wheels and used inside or outside to alleviate install.

Weed whacker and key to park building was returned to road department by Ronna.

- ❖ Russ/Allen to follow up with Derek regarding wiring status of Park Building. Request Derek and Allen to attend next meeting.
 - ❖ Park Commission to determine flagpole status at the park building.
- Decide on vaccine bus option for Savoy.
SB opted not to offer at this time. Melanie investigating vaccine rates.

CORRESPONDENCE:

MIIA – insurance and renewals

- ❖ Russ to take the lead and follow-up with Jennifer before the net meeting.

DEP routine inspection of transfer station and tire pile Wednesday, June 9. Transfer station attendants and tire pile owner were notified. Melanie will escort with Russ meeting at tire pile.

- ❖ Melanie to ask about cap sign-off.

Communication from 53 Brier Road re: septic design and property lines at 26D Blackbrook Road. 53 Brier is pursuing legal action and a surveyor. 26D Blackbrook septic install was approved by the town.

FHMS – requesting Savoy be the easement applicant for the Borden Mountain tower. It needs to be an incorporated body. Will denote, “for the benefit of the 4 towns, FHMS”.

SB voted all in favor to allow Savoy to be the easement applicant. FHMS will own the pole and WiValley the electronics.

BRTA – spoke with Robert Malnati. Savoy has a 1 vote weighting. This is part of the paratransit and provides funds on our cherry sheet. Savoy joined in November. No one from Savoy has ever attended a meeting. 5 times a year to vote on funding.

❖ Melanie agreed to be meeting participant if SB chair is not attending.

515 Center Road stopped at the Town Hall with concerns regarding confrontation with 523 Center Road. She notified Chief Barnaby also. Chief Barnaby reports it is a civil matter. She wanted the issue documented.

Russ reports needing to find a new attorney for the town.

MassDEP/UMass sent information regarding notification about PFAS in public drinking water/well. MassDEP has recently changed the standard. They are trying to schedule a meeting with BOH. More information will be shared as it is known.

❖ Melanie to coordinate date for initial meeting.

PUBLIC COMMENT:

Brenda Smith brought a concern to the floor. On June 1, Brenda was in with Valerie and John Tynan stopped by with paperwork from the ZBA to start the time for residents’ comments. At 3:21pm John called Brenda at home with questions. Brenda returned his call. He had a concern about not including the trailer. Brenda indicated it should not be an issue if it was not raised at the meeting. He told Brenda he was trying to reach Russ and Keith to sign papers and have Beverly notarize for the Center Road bridge project. Brenda was concerned about OML violation with Russ and Keith together without Melanie. Keith indicated he stopped at the Town Hall at 5pm and signed the document and left. Keith stated Beverly and John were there. Keith did not witness any other signatures. Russ was not there. Russ signed in North Adams. Keith stated that John indicated that the lawyer, Keith was unsure of which lawyer, needed John to sign it because his name was on the original documents that were started. Russ stated John had told him the same. John was interested in cleaning things up. The deed was recorded at the registry on June 8, 2021. The other concern is that John signed a legal document when he was no longer a member of select board chair. The document was notarized.

Brenda reported document from Sheryl and supporting document regarding property taking at rear of Center Road was submitted. This could not be located. Brenda will resubmit.

Chief Barnaby indicated the police cruiser needed some work. As of May 16, \$270.13 left. Chief reports he will have hours on Tuesdays starting July 15. His current patrols are random. He reports you can always contact him via phone or email.

FUTURE AGENDA TOPICS/REPORTS:

Savoy's by-laws require a capital expenditure plan.

Cannabis policy/by-law

EXECUTIVE SESSION: Not needed

- Financial Warrants were signed in agreement.

Meeting was adjourned at 6:33pm with all in favor.

Approved Date: _____

Keith Kupiec (chair) _____

Russell Clarke _____

Melanie Glynn _____