

**Savoy Select Board
Meeting Minutes
August 24, 2021**

Members Present: Keith Kupiec and Melanie Glynn
(Russell Clarke out of town)

Also Present: Justin Kaczowski, Sarah Satterthwaite (Planning Board and FHMS Alternate), Royce Buehler (Zoning Board), Brenda Smith (Assessor, Assistant Town Clerk and Planning Board), Julie Pavia (Assessor), Phil Delorey (Building Commissioner) left at ~5:30, Chief Barnaby (Police) for 523 Center Road discussion, John Glynn, and Sean Sheridan accompanied by a female not introduced - joined at 5:38.

CALL TO ORDER: Meeting was called to order at 5:04pm.

REVIEW/ACCEPTANCE OF PRIOR MEETING MINUTES: 8/10/21 minutes reviewed and approved

NEW BUSINESS:

- Sean Sheridan Cannabis Community Host Agreement
 - Looking to start a cannabis business, outdoor grow. Has a Host Community Agreement in Plainfield. Interested in having a grow facility. Host Community Agreement is needed prior to getting a license from the state. Presented Plainfield’s Host Agreement. Looking for the Select Board to approve a HCA for Savoy.
 - Officials present discussed the need for zoning changes to be brought before the town to see what the residents want within the town around cannabis, grow and sell, prior to signing a HCA.
 - Once it was clear we wanted zoning/by-laws and town input prior to creating and signing a HCA, Sean collected his documents and left abruptly with the unidentified female.
 - Sarah shared the example of Sheffield who allowed cannabis before zoning.

Action: Follow up with attorney regarding next steps and Planning Board to start planning.
- Review and consider Adams COA Intermunicipal Agreement.
 - Cost is \$35,000. \$29,000 appropriated at ATM and the remainder to be funded by grant. The Town of Savoy needs to determine if it’s worth the amount as “the agreement” was not available at the ATM.
 - Email from Erica, Adams COA, regarding services was discussed. Generally, residents don’t know what will be different from current support other than transportation. Reimbursements are not an option according to Erica.
 - Town Counsel expressed concerned via email that was shared and recommended we not sign until renegotiated, “Agreement does not sufficiently detail the services, transportation and programming that the Town of Savoy will be receiving for \$35,000.”

Action: Brenda, utilizing Jennifer, to reach out to Savoy residents to see if there is any interest in reopening a Savoy COA or general comments to plan.
- Business License(s)
 - Approved Trisha Intelisano for a Christmas tree farm.

- Discussion regarding resident who does not have a certificate of occupancy (C/O) and have a business license in town. Assessors questioned her residency status after discussion with gentleman on the property. How does one assess? Property does not meet state sanitation code or building code.

Action: Phil is to contact Griffin Hill resident regarding submitting a building permit.

- Upcoming pole hearing 9/28 for 459 Chapel Road
 - Notifications in process

OLD BUSINESS:

- 515/523 Center Road issues
 - Phil states contractor is doing what was asked under the agreement of the Building Permit.
 - Concern was expressed about the septic system/well and what needs to be completed. It is more than grass and sand. Questions regarding the setbacks. Documents were provided as part of an exhibit in the litigation to owner.
 - Chief Barnaby states there is no police action that can be taken. Neighbor can hire a lawyer if she desires.

Action: Involve Donna to request Site Plan from homeowner for complete rehab plan.
- Federal American Rescue Plan Act Funds (ARPF) for continued COVID relief funding; what next?
 - Trying to connect with Brendan to learn more
- Disconnecting 743-1039 from DSL and phone vs Wi-Valley
 - Questions as to why we have DSL, WiValley and MBI at the town hall.
 - 0139 will not be disconnected as it is the DSL line to the Town Hall.
 - 2671 was disconnected as it was an unknown number to all town officials. It was the DSL to the Fire House not connected to a phone line. Wi-Valley was called to install internet in its place.
 - 0661 was disconnected
- Park Building update
 - Gerry was contacted to resolve truss issues and door hinge.
 - McCann to wire when school is in session
 - No discount for porta-potty
- Land fill cap completion update.
 - March 2018 “final documents” sent to the DEP. Minutes from 1/7/20 state the DEP had follow-on questions. John was to follow-up. No further information within minutes. Engineer is needed. Bill will check with Peter Grandee.

Needed:

1. The plan needs to be referenced onto the deed to the landfill property via a Record Notice which references the recorded plan.
 2. The Town needs to file a Closure Certification Report (form BWP-SW-25) with MassDEP. This needs to be certified by a registered Professional Engineer. MassDEP is unaware of the involvement of an engineering in the closure design. The engineer would want to inspect the site and perhaps dig some test pits to be confident the cap was constructed as planned.
 - No word regarding engineering
- Town Credit card status
 - No update

- BinaxNow Covid testing kits available to local BOH.
 - Passing on Covid testing kits
- FHMS Update
 - Letter of support for MEPA is needed. Will get signed and sent to MEPA
 - Article 97 legislation with counsel. She is contacting MBI counsel as Savoy is on the hook for many deliverables in the Article 97 that we will in fact not be on the hook for due to requesting the easement because FHMS is not incorporated. – Environmental Notification Form (ENF) is available. Things need to move along at the state level so the pole can be erected before the ground freezes/snows or we wait until Spring.
 - Pole hearing will be coming for a pole on Tilton Road. This could reach residents in the Brier.
 - STM will need to occur for easement.
- BPRC Planning Board interest.
 - Sarah signed on delegate as chair
- Update on West Oil lock-in for Town Hall and Highway Department
 - Signed contract to locked in at BRPC price - \$2.562

CORRESPONDENCE:

- Justin Kaczowski sent a letter with interest in the Finance Committee. The select board approved his appointment.
- Sara Borden expressed regret via email that she can no longer commit to the finance committee.
- Received two grants from Best Practices. \$10K for an IT assessment and \$15K for reviewing Town Bylaws.
- ACO – Russ to follow up with interested party. – Russ was away

PUBLIC COMMENT: none

EXECUTIVE SESSION: not needed

Financial Warrants were signed in agreement.

Meeting was adjourned at 6:15pm.

FUTURE AGENDA TOPICS/REPORTS:

- Food Inspections
- Board of Health – Title 5 Inspections
- Savoy’s by-laws require a capital expenditure plan
- Cannabis policy/by-law
- Painting the Town Hall
- Laptop for Town Hall/Credit Card
- Town Fees and Fines
- Barrett Ford Grant
- New bulletin boards for Town Hall and Transfer Station
- Audit

Approved Date: _____

Keith Kupiec (chair) _____

Russell Clarke _____

Melanie Glynn _____