



**Town of Savoy
Massachusetts 01256**

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Select Board Meeting Minutes

Tuesday, April 25th, 2023

Select Board Attendees: Gerry Bergeron, Russ Clarke, Justin Kaczowski

Recorder: Jennifer Downs

Attendees: Brenda Smith, William Drosehn (Highway Dept), Julia Pavia, Melanie Glynn, Debby Kopala, Bruce Kopala, Barbara Belisle, Irea Young, Cathy Holland, Dan Hartwig Jr.

Meeting called to order at 4:59 PM by G. Bergeron, R. Clarke second the meeting.

Minutes:

- Meeting Minutes for April 11th, reviewed and approved by board.
- USPS Box Lease Agreement approved by board and signed by the chair.
- The following articles were submitted to the board for the annual town warrants:
 - Article for Savoy, MA to join the Mohawk Trail Woodlands Partnership to the Warrant for the Savoy Annual Town Meeting currently scheduled for May 10, 2023.
 - Article # - To see if the Town will vote to direct the Select Board to adopt a policy for hiring and appointing employees within the personnel policy at the Savoy Annual Town Meeting currently scheduled for May 10, 2023.
- Select Board set the Town Warrant Closure date for 9 May 2023.
- Select Board set the Town Meeting for 31 May, 2023. Meeting to be posted 7 days in advance.
- Highway Status - B. Droschen announced to the board, that the 2021 Freightliner payments (\$31,560.00) for last year were never paid. Board determined that a warrant for next year's budget would be needed to cover the expense.
- Treasury Warrants approved and signed by the board.
- Justin Kaczowski recused himself from the agenda topic "IT Grant Status" to avoid a conflict of interest.
- IT Grant Status: M. Glynn provide an update to the board on the IT Grant. She explained that the IT Grant would be streamlined such that it would not obtain a .gov website and that she provided Sean R. Cronin (Senior Deputy Commissioner of Local Services) an estimate of what they planned for the IT Network. A copy of the email was generated by J. Downs and provided to the board to further the discussion (see

attachment . M. Glynn stated that an RFP. The Chair disagreed. M. Glynn agreed to write up the RFP. M. Glynn stated the following companies would be solicited for bids:

- Brian Spirl
- Paragus Strategic I.T.
- Watanabe Computer Service
- Mad Max
- Action: J. Downs, G. Bergeron to update the MIIA Cyber Security Insurance request form. (Open – Need final RFP)
- Action: J. Downs to contact MIIA about Cyber Security Insurance to determine if the new system would meet the requirements. (Open – Need final RFP)
- M. Glynn stated the price for the Point-Software update would be \$9000.00. She then asked the board if they would like her to add it to the IT Network RFP. The board agreed.
- M. Glynn stated that to close out the IT Assessment, a letter (with Savoy Letter Head) was needed to explain what was achieved by the assessment.
- M. Glynn stated that the ByLaw Grant (which was not utilized) funds needed to be returned.

Open Session:

- D. Kopala and B. Kopala announced that they cannot sell their property on Harrington Road due to the property title never being released by the town 2 owners prior to their purchase. The couple provided a copy of the deed and letter from lawyer indicating the issue for the chair to review.
 - Action: G. Bergeron to verify the Deed at the Register of Deeds in Atams, MA. (Closed, information obtained)
 - Action: G. Bergeron to forward the provided document to the town's lawyer to determine what needed to be done to correct the issue. (Open)
- I. Young announced that she had witnessed the owner of 523 Center Road was living at the premises and the Title V had not gone through. She stated that the installed septic system dimensions did not match the plan. Next, she stated that there were 8 workers on site with no porta potty and she saw the owner defecate in the woods. The chair agreed to notify the owner that a porta potty was required during construction. Lastly, she requested copies of the Title V document. J. Downs asked her to fill out a document request form.
- B. Belisle provided the board with a copy of the dumpster layout. Board accepted.
- Cathy Holland announced she was applying for a Business License as a baker and that she needed a residential kitchen inspection. M. Glynn state the BRPC had an inspector for kitchens.
 - Action: G. Bergeron to arrange Kitchen Inspection (Open)
- The topic of Vicky O'Dell requesting use of the Pavilion for a May 20th Funeral. G. Bergeron stated that the Pavilion did not have a CO. M. Glynn stated that a 1-day

permit for the use could be obtained from the building inspector. Board agreed to get a 1-day permit.

Meeting adjourned at 6:44 PM by G. Bergeron, Second by R. Clarke



Gerry Bergeron (Chair)

Russell Clarke



Justin Kaczowski