



**Town of Savoy
Massachusetts 01256**

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SAVOY SELECT BOARD MEETING

Savoy Town Hall

Tuesday July 9, 2024

MINUTES

Meeting was called to order at 5:00pm by Justin Kaczowski, Marie Saucier, Second by Brenda Smith

The minutes of June 25, 2024 were accepted and second by Marie Saucier.

Public Comment: None

Department Check in:

Highway.... Todd Krutiak

- The plow trucks are being serviced in Westfield to get them ready for winter. One has been returned and the other is there.
- Old equipment has been put on Municibid to sell.
- What happened to the money from the 50,000.00 that was appropriated for Truck repair at a Special Town Meeting. Is it carried over into FY25 and how much is left. Marie suggested that Todd talk to Beverly Cooper, Treasurer.
- Todd wants a credit card for Highway Dept use. We do have vendors that will bill but there are other places to purchase parts and small equipment that run cheaper in price. It would help Todd stay within his budget. Beverly Cooper will reach out to the bank and get a card with a 1500.00-2000.00 limit with the understanding that all receipts must be turned in and tax exemption must be followed. Harbor Freight account is set up for tax exemption.
- Todd is requesting a new ad be placed for a new Operator/Truck Driver on Berkshire Jobs. Job description will be the same as the previous ad but with Fiscal Year 25 hourly pay. Ryan Nolan had resigned so the position is open. One of the previous applicants was called to see if he was still available but he had found employment.
- Rt 116 bridge issue: All State might not want to do the milling on Old Main 2 because it's only ½ mile and not worth moving there equipment up here for that short of a distance. Peckham will be used if All State declines. Work should begin in August.
- Marie spoke with the town's attorney, and she said that we need to work with DOT on the closure of 116 and the detour situation. We cannot close it on our own.
- The beaver issue seems to have been resolved on 116. There seems to be no activity.

Land Fill – Melanie Glynn

Record notice filed at the registry of deeds for the closing of the Land Fill. Working on the Transfer Station Permit.

GoNet Speed – Melanie Glynn

Melanie had a meeting with GoNet Speed, who is taking over WiValley, and they are working through some legal issues.

General Business:

DPU Savoy Municipal Aggregation

Justin Kaczowski said the paperwork is all signed and emailed back. Anyone can go on to the link and attend the meeting.

View only Bank and Accounting software access status

Marie Saucier had called Springbrook and they have set up an ID to View Only and to be able to run reports. Madmax will be working with Springbrook and installing the software on the Select Board laptop. The goal is to have the laptop set up on the table so anyone of the Select Board members and the Administrative Assistant can have access.

2023 Audit RFQ

Marie Saucier did a request for audit for 2023 and has come up with 4 firms. She also has 3 firms that do Outsource Municipal accounting. Going to ask for quotes from all 3. Last audit was 2014. December is the target month for the audit.

Key to building for the Planning Board – Policy?

Tom Schwartz has requested a key for the front door so the Planning Board and the Zoning Board Chairmen can have access to hold their meetings. Brenda stated that there is no written Policy but the Chair of a committee have always been allowed to have a key and are responsible for making sure the building is locked back up when they all leave. Tom must sign the key out.

Select Board Administrative Assistant Position

- Brenda Smith recused herself from taking part in this process because she was on the committee that interviewed the candidates.
- Colleen Gibeau was introduced to the select board by Melanie Glynn as the candidate that they felt was right for the position of Administrative Assistant. The committee asked her to be present at tonight's meeting so the Select Board could meet her and ask her any questions. Marie said her resume was impressive with her having run the office and accounting part of her husband's business but was no mention of any municipal experience. They offered her the position and she accepted. She will start Monday.

Correspondence: None


Select Board Items:

- Barbara Tatton would like to be appointed to the Planning Board. She missed the deadline for the election and has completed the appointment paperwork that needs to be signed by the Select Board. The board was unanimously in favor of her appointment. Paperwork was signed.
- Marie stated there is a shortfall with the ARPA funding. We did not receive the awarded amount on the paperwork. Marie has sent them an email asking them why we were awarded \$365,730,000 but only received \$201,762,000. Can you explain the difference? Waiting to hear back. Commitments they have signed for have put them over by \$11,249.56. The Select Board will hold off on the generator for the Highway Dept to make them break even. They will look for a grant to purchase a generator later.
- 4th Quarter grant reporting has been filed.
- Melanie said she can't get into the Bluehost site. Justin will investigate.

Warrant signing:

Meeting adjourned: by Justin Kaczowski @ 6:13pm, second by Marie Saucier

Approved Date: 7/23/24


Justin Kaczowski (Chair)


Marie Saucier


Brenda Smith