



**Town of Savoy
Massachusetts 01256**

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**SAVOY SELECT BOARD MEETING
SAVOY TOWN HALL
Tuesday, October 22, 2024 5:00pm**

MINUTES

The meeting was called to order at 5pm by Justin Kaczowski, seconded by Brenda Smith.

The minutes of the October 8, 2024 meeting were approved by Justin Kaczowski, seconded by Marie Saucier.

PUBLIC COMMENT:

DEPARTMENT CHECK IN:

Highway..Todd Krutiak

- Detour signs have been ordered for the Rte 116 bridge closing; they should be delivered in 1 ½ weeks.
- Highway must check with the truck association regarding detour.
- Highway check with dig safe to issue multiple tickets for the detour signs to be put up. One ticket must be issued per detour route.
- Maxymillian was contacted regarding the structures that are currently in use at the Rte 116 bridge; There are at least five jersey barriers that belong to Maximillian that the town would want to continue to use during the closure. The state has also contacted Maximillian regarding the bridge closure and structures needed for the closure. Todd is optimistic that the state will allow the town to go through the Maximillian contract with the state to cover the cost of the structures needed for the full closure of the bridge.
- The timeline for closing the Rte 116 bridge is still October 31st, however due to more than anticipated paperwork the timeline may have to be extended.
- The highway department is preparing for the oncoming winter by getting vehicles and roadways prepared where needed.

Board of Health..Ed Fahey

- The monthly Board of Health logs for September/October were presented to the Select Board for preview
- The Berkshire Regional Planning Commission returned the completed contract signed between BRPC and the town.

COMMITTEE REPORTS:

GENERAL BUSINESS:

Review/Discuss Results from Special Town Meeting on 10/16/2024 (attachment)

- **Town Computer-Vadar software upgrade for the tax collector was paid.**
- **Highway Department Expenses-Peter Grandy from Weston & Sampson Engineering gave an update on the Culvert projects in town.**
 1. **Chapel Road Culverts-Chickley River Culvert & Tilton River Culvert**
 - Due to recent changes in DEP regulations, it is necessary to have the Army Corp. of engineers conduct pre-structure study at the location site which involves the Conservation Commission to report on if there will be any adverse implications on the native species at the site. This will result in a lot more paperwork and an additional \$10,000 cost which is covered under the scope of the current grant.
 - The clearing for construction was due to begin in April of 2025 and will need to be rescheduled to allow for the additional permitting. The grant timeline will also need to be extended.
 - The Chickley River Culvert should take precedence and be put to bid first; it is larger and collapsing inward and is in dire condition.
 - The Tilton River Culvert is smaller and needs a liner which should last approximately 50-75 years.
 - The bidding should start in November-December no later than January depending on permitting. Once permits are approved, they are good for 3-4 years and work should be completed within that time frame.
 - A motion was made to sign the contract with Weston & Sampson by Justin Kaczowki; seconded by Brenda Smith. Select Board member Marie Saucier signed the contract.
 2. **Old Main Road #4 Culvert**
 - Marie and DER engineers toured the culvert site for assessment.
 - There is not enough grant money to cover the new DEP regulations. A determination will be made to see if rolling the amount needed for permitting into the engineering cost may result in freeing up grant money needed for construction.
 - Select Board member Marie Saucier made a motion to sign the BRPC contract for administration of the DER grant with unanimous approval from the board.
 3. **Roads & Assessment Data Base**
 - Select Board member Marie Saucier proposed that ARPA grant funds be used to cover the cost of the Roads & Assessment Data Base report. The Select Board unanimously approved and Marie Saucier signed
- **Accountant Expense**
 - The Select Board laptop computer will be set up by Mad Mac's for the new town accountant to use.
 - The select board was questioned if appropriate procedure had been followed in finding and hiring the new town accountant. The select

board stated that several firms had been contacted with no response and Kelli Pontbriand had sent in a resume and held an interview via zoom. The select board deemed that in the best interest of the town they needed to proceed in a timely manner as the tax rate needs to be set ASAP. Select Board member Brenda Smith motioned to approve the contract with Kelli Pontbriand; seconded by Marie Saucier.

- Justin Kaczowski signed a three-year contract with Kelli Pontbriand, the new town accountant who will be coming to town offices next week.

Update from the Town Treasurer/Accountant

- The Select Board received an update from the Town Treasurer/Accountant on the status of various accounts.

Tax Classification Hearing-Set Date

- A tax classification hearing will be held on November 12 before the scheduled Select Board meeting.

Official Town Business Closed for Election Day

- The Select Board unanimously determined that official town business will be closed at the Town Hall on November 5, 2024 due to State Elections.

CORRESPONDENCE:

- Business license for Dan LaBonte was signed by Justin Kaczowski.
- Community Compact Grants were signed by Justin Kaczowski with unanimous approval.

SELECTBOARD ITEMS:

- Select Board member Brenda Smith indicated the need for paper waste at the Town Hall needs to be collected and brought to the Transfer Station on a routine basis as it is starting to collect.
- Justin will ask the Transfer Station Attendant if they are willing to stop and collect the paper waste at the Town Hall.

WARRANT SIGNING:

ADJOURN MEETING: The meeting was adjourned at 5:52pm by Justin Kaczowski; seconded by Brenda Smith and Marie Saucier.

APPROVAL DATE: 11/12/24


Justin Kaczowski, Chair


Marie Saucier


Brenda Smith