**Town of Petersham Massachusetts**

**SELECTBOARD MINUTES**

**Regular Meeting-Town Hall Lower Level**

**1 South Main Street**

**Tuesday August 8, 2017 6:30PM**

**Present**: Nancy Allen, Rick Marsh, **Absent:** Henry Woolsey

**Other Organizations/Representatives present:** Steven C. Boudreau-Administrative Coordinator, Ashley Arsenault-Athol Daily News Reporter, Roy Nilson-Petersham Common.

**Others present**: Polly Pillsbury, Stephanie Selden, Marie Erie, Claudette Bishop, Glenn Goodale, and Maryanne Hinton.

1. **6:30PM Call to order.**

 ChairNancy Allen called the meeting to order at 6:30PM at Town Hall lower level and stated the meeting was being recorded. Selectboard Member Henry Woolsey notified the board that he was not able attend the meeting.

1. **Minutes: Review/Approval of Minutes of July 11, 25 2017 & August 4, 2017**

 The review and approval of July 11, 2017 & July 25, 2017 minutes were placed on hold until all Selectboard members are present. Rick Marsh motioned to open the minutes of August 4, 2017 for review. On a motion made by Rick Marsh, seconded by Nancy Allen it was voted unanimously to approve the minutes of August 4, 2017 as amended.

1. **Meetings:**

 **6:35 PM with Chip Bull, Chair Petersham Broadband Municipal Light Plant (BMLP)**

 **RE: Review project status and updates as available.**

 Chip Bull was unable to make the meeting. Nancy Allen briefed the Selectboard on the broadband project to date stating that it was on schedule. She noted that the Selectboard and the PMLPB sent letters to MBI and Secretary Jay Ash of Massachusetts Executive Office of Housing and Economic Development on the status of the broadband project Petersham with a companion letter from the PMLPB requesting state grant funds allocated to Petersham reimburse Petersham for the broadband project. Nancy noted the two letters were drafted after recent press reports about a MBI meeting in Lee, MA that cast some doubt as to the viability of the Petersham Broadband project and that the Selectboard and PMLPB wanted to make sure for the record that MBI and other state relevant officials and State Senator Gobi and State Rep Whipps were informed of what exactly that status was on the Petersham Broadband project. She noted that she hoped that Chip Bull will be at the next Selectboard meeting to provide the Selectboard with a more detailed briefing on the broadband project status.

 4. **New Business:**

 **RE: Discussion/Approval Bid Award for Town Hall Closet Construction Project.**

The Selectboard received one proposal for the Broadband Closet Project for lower level town hall by the due date. They also received a recommendation from the Petersham Municipal Light Plant Board to award the bid to Steven Kieras dba: Clearview Contracting of Petersham, MA. On a motion made by Rick Marsh, seconded by Nancy Allen it was voted unanimously to award the Broadband Closet Project to Steven Kieras dba: Clearview Contracting of Petersham, MA in the amount of $13,300.00 as the lowest bidder in accordance with the project specifications.

 **RE: Discussion/Approval Bid Award for Town Hall Shutters Painting Project.**

The Selectboard received two proposals to paint the town hall shutters. One proposal from Osgood Painting of Salem, MA at $2,900.00, the other proposal from Turner Paining of New Salem, MA at $11,210.00. Due to the fact that there was a wide difference between the two submitted bids, the Selectboard took the proposals under advisement to do further research with the low bidder Osgood Painting. The matter will be taken up again on August 22, 2017.

 **RE: Discussion Town Hall Main Floor Handicap Access Project - review project information as available**

 Nancy Allen explained that committee chair John Woolsey had a conflict tonight and the groups would next meet on August 22. Since the last meeting, the Selectboard received one submission for the open seat on the committee from resident Polly Pillsbury and noted that the Board would take up the appointment when the full Board was next together on August 22. The Selectboard is waiting to hear from the committee on an update regarding which type of mechanical device they are recommending to proceed with for a grant application for design and construction. The Selectboard needs the information so as to approve the committee going forward for the grant.

 **RE: Discussion Town Hall Temporary Ramp - review project information as available**

 The Selectboard reviewed proposals provided by Amramp and Foot-It for schematic layouts and purchase or rental for a temporary ramp located at either the southwest entrance or the front door entrance. They noted that the south side entrance appeared to be the best location; there was not a big difference in pricing between the two locations, and renting a ramp did not really save the town money and it was unknown how long a rental would be needed. Further action on the temporary ramp would be made with the full Selectboard and after meeting with the access committee on August 22 to hear their recommendations on what type of mechanical device they recommended and which could impact location of a temporary ramp.

 The Board discussed that given the pending temporary ramp and progress made on addressing access, it was time to remove the current failing wooden ramp. Upon discussion, on a motion made by Rick and seconded by Nancy, the Highway Department was authorized to remove the current ramp and blocks at their earliest convenience.

 **RE: Discussion Town Hall Painting Project and School Roof Project – status updates of both.**

Nancy Allen noted the town hall painting project had begun on August 7, 2017 with a crew from Osgood Painting on site.

 Nancy Allen noted the PCS hail damage roof repair project was wrapping today with a final inspections from the Building Inspector Brianna Skowyra to be conducted late this afternoon. She noted the RebuildEx Crew did a fine job on the roof repairs.

 **Davenport Tree Cutting Project Status:** Nancy Allen noted that after 2 years of delay due to poor weather and soil conditions the Davenport tree cutting project had begun and will be ending soon. Forester Mike Leonard and Conservation Chairman Bob Clark were managing the efforts at the site. She noted that the Open Space and Recreation Committee were considering developing some trails on the property with volunteer help.

 **RE: Review/Approval Update of ADA Grievance Process – update of existing 2003 version.**

The Selectboard considered a revised and updated ADA Grievance and Notice process draft developed by ADA Coordinator Steven Boudreau. On a motion made by Rick Marsh, seconded by Nancy Allen, it was voted unanimously to approve and accept the updated revised ADA Grievance and Notice process drafts.

 **5. Correspondence Review**

 Nancy Allen summarized aloud the correspondence folder items.

**6. Questions from Public and Press-** None

**7. Next Meetings**

The next Selectboard meeting was confirmed for Tuesday August 22, 2017 6:30PM at Lower Level Town Hall and at the call of the Chair as needed.

**8. Adjournment.**

Rick Marsh motioned for adjournment, seconded by Nancy Allen, and it was voted unanimously to approve the motion to adjourn at 7:45PM.

 **Respectfully submitted,**

 **Rick Marsh, Clerk**

 **Meeting Documents:** The following documents were provided and or reviewed by Selectboard members during the meeting and were located in individual meeting folders and or Selectboard Correspondence Folder located on meeting table:

Copy of Selectboard August 8, 2017 Agenda

 Copy of Press release from Senator Gobi RE: Approved Senate Bill for Property Tax Property Tax Exemptions for Call FF & EMTs received 7/28/2017

 Copies of ADA Ramp proposals from Amramp Co. & Footit Co. received 7/25/2017

 Copy of June 2017 Water Testing Report from Whitewater TH Wells received 7/31/2017

 Copy of letter from COM AG Office RE: Approval of Petersham June2017 ATM Bylaw Article 40 received 8/1/2017

 Copy of June 2017 ACO report received 8/7/2017

 Copy of FY2017 interdepartmental account transfers approved /signed by Selectboard & AFC received 8/7/2017

 Copy of grant notice from COM Mass Office of Disability received 7/31/2017

 Copy of MMA letter RE: Essay Contest Application for Primary & Middle School students received 7/28/2017

 Copy of press release Senator Gobi RE: August 2017 District Office Hours received 8/2/2017

 Copy of driveway permit application Pillsbury property 8 East Street received 7/31/2017

 Copy of 2017 Old Home Day Events Notice received 8/1/2017

 Copies of support letter from Selectboard/PMLPB to Sec J. Ash EOHED RE: Broadband status Update dated 8/4/2017

 Copy of Treasurer July 2017 Cash Book received 8/7/2017

 Copies of notice of award letters to Mass Broken Stone, Sealcoating Inc, All States Asphalt RE: PHD 2018 Highway Projects dated 7/26/2017

 Copy of Minutes Broadband Closet Project dated 7/24/2017

 Copy of PMLPB letter RE: Broadband closet project bid award recommendation to Steven Kieras dba Clearview Contracting dated 8/7/2017

 Copy of ADA Grievance Process & Notice information received 8/8/2017