**Town of Petersham Massachusetts**

**SELECTBOARD MINUTES**

**Regular Meeting-Town Hall Lower Level**

**1 South Main Street**

**Tuesday October 24, 2017 6:30PM**

**Present**: Nancy Allen, Henry Woolsey, Rick Marsh, **Absent:** None.

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

**Others present**: Marie Erie, Janice Olson, Garret Knapik, Stephanie Selden, Don Clarkson, Paul Youd, and Larry Buell.

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.

1. **Minutes: Review/Approval of Minutes of September 12, 26, 2017 & October 11, 2017.**

 The review and approval of October 11, 2017 minutes were placed on hold until next meeting.

 Rick Marsh motioned, seconded by Henry Woolsey to open for review the minutes of September 12, 2017.

 On a motion made by Henry Woolsey, seconded by Rick Marsh it was voted unanimously to approve the Minutes of September 12, 2017 as presented.

 Rick Marsh motioned, seconded by Henry Woolsey to open for review the minutes of September 26, 2017.

 On a motion made by Rick Marsh, seconded by Henry Woolsey, it was voted unanimously to approve the minutes of September 26, 2017 as amended.

1. **Meetings: 6:35 PM**: **Meeting with Handicap Access for Town Hall Committee re project and grant process updates and reviews as available.**

The meeting with the Handicap Access for Town Hall Committee was postponed until Thursday November 2, 2017 at 6:00PM at Town Hall Lower Level.

 **4**. **New Business:**

 **RE: Discussion of Nichewaug Inn & Academy Property Project: Status and review of Request for Proposals (RFP); status update of asbestos removal; any other updates as needed/available.**

At 6:35PM Nancy Allen recused herself from the meeting and moved to the rear of the room. Vice Chair Woolsey invoked the Rule of Necessity and took over chairing the meeting to discuss Nichewaug Inn matters with Selectboard Member Rick Marsh. Henry noted that the ABW has notified him that they are having ongoing problems with the constant collection of groundwater into the basement auditorium areas of the Academy that was delaying the final plans for removal of the asbestos in the auditorium. He noted that they were still cleaning up some small areas of leaked fuel oil that was caused by a cut fuel oil line. He noted that they were consulting with 3rd party monitor Wilcox and Barton to consider how to address the spill cleanup and water collection in the basement and that another change order and extension of time request were pending from ABW soon. ABW estimated there was another month’s worth of work to finish the abatement project.

 Henry presented a draft of an **All Options RFP** he developed and was hoping to get it out to the marketplace soon. Henry reviewed aloud the draft page by page with the assembled audience members present. He solicited comments and suggestions on the draft and asked they be submitted in writing to the Selectboard office as soon as possible by email from all concerned. He noted that he had emailed a copy of the draft to the Advisory Finance Committee. He noted it was his goal to get a revised draft to town counsel for review and comments and advertise the RFP according to the proposed schedule in the draft. He noted that printed copies of the draft will be available for pick up at the Selectboard office tomorrow morning. Nancy Allen returned to chair the meeting at 7:10PM.

 **RE: Broadband Project Contract status review.**

Nancy Allen presented a brief update on the broadband contract matter. A draft contract copy was provided and reviewed. She noted that the PMLP Board would be meeting Thursday October 26, 2017 to sign the final contract with Matrix and then the agreement would be signed by Selectboard on Friday October 27, 2017. She noted that the contract had been reviewed and approved by town counsel and all parties. She noted that all things appeared to be on track for construction of the fiber to the home system by Matrix to be started by early 2018.

 **RE: MA Community Compact status review.**

Nancy Allen presented the final Community Compact Cabinet application filing that reflected Best Practice Areas Handicapped Access #1 and Energy & Environment #2 Right to Farm Bylaw. She noted the application was sent electronically last week to Mass DOR Division of Local Services. On a motion made by Rick Marsh, seconded by Henry Woolsey, it was voted unanimously that the Selectboard support the submission to the Massachusetts Office on Disabilities for a Municipal Americans with Disabilities Act Improvement Grant with Town of Petersham matching funds in the amount of $5,000.00 from the Selectboard operating budget Town Hall/Town Offices expenses account and the Town Hall/Town Office wiring account.

 **RE: Old Hardwick Road tree matter review and updates as needed/available.**

A C Boudreau reported that there had been no follow up written claim for damages filed by the Dennis and Linda Duguay of 9 Old Hardwick Road with the Selectboard Office as of this date. Nancy Allen presented information she found on how to determine roadway boundaries and stonewalls and property ownership from surveying expert Paul Gay on New England town roadways.

 **RE: Discussion of Board of Assessors (BOA) request for ballot question re elimination of excise tax on farm animal & machinery; schedule BOA for follow-up meeting if needed.**

The Selectboard reviewed a request from the Board of Assessors requesting that a March 2018 Annual Town Election ballot question be placed on the ballot that would eliminate the excise tax on farm machinery and farm animals in Petersham. The estimated amount of revenue lost would be $1000-$1500 annually to the town.

 The Mass Department of Revenue suggested form of the ballot question is as follows:

 ***Shall the Town of Petersham cease assessing the excise tax imposed under General Laws Chapter 59, section 8A on certain animals, machinery and equipment owned by individuals and non-corporate entities principally engaged in agriculture?***

***YES\_\_\_\_NO\_\_\_\_***

 On a motion made by Henry Woolsey, seconded by Rick Marsh, it was voted unanimously to approve the placement of the elimination of the excise tax on farm machinery and animals question on the 2018 Annual Town Election ballot as requested by the Petersham Board of Assessors.

 **RE: Sign posting request from Art Center for 15th Annual Holiday Fine Art & Craft Sale.**

On a motion made by Rick Marsh, second by Henry Woolsey it was voted to approve the placement of 6 signs around town center area and a banner on town hall front by the Petersham Arts Center as requested by Marcia Berkall and Maggie Sullivan dated October 18, 2017 to support the December 2, 2017 Art Show at Town Hall. Nancy Allen abstained from the vote as she is on the Arts Center Board.

 **RE: Discussion request for COA Member Appointment**

On a motion made by Henry Woolsey, seconded by Rick Marsh, it was voted unanimously to appoint Philip Hanno of 18 Birch Drive to the Council on Aging with a term to expire 6/30/2018 to fill the vacancy caused by the resignation COA member Delores Wierman.

 **RE: Discussion Osgood Painting Town Offices Fascia/Soffit Repair Proposal**

The Selectboard reviewed a proposal from Osgood Painting/Contracting to paint the trim and repair the fascia/soffit areas at town offices. The Selectboard agreed to make fascia/soffit areas repairs only as there is limited funding available to do so. On a motion made by Henry Woolsey, seconded by Rick Marsh it was voted unanimously to approve the fascia /soffit repair as proposed by Osgood Painting /Contracting in the amount of $1,500.00 as dated October 5, 2017.

 **5. Correspondence Review**

 Nancy Allen summarized aloud the correspondence folder items.

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

**7. Next Meetings**

The next Selectboard meeting was confirmed for Friday October 27, 2017 9am at Town Offices Selectboard Office, Thursday November 2, 2017 6:00PM Town Hall lower level with Town Hall Access Committee and Tuesday November 14, 2017 6:30PM Town Hall Lower level and at the call of the Chair as needed.

**8. Adjournment.**

Henry Woolsey motioned for adjournment, seconded by Rick Marsh, and it was voted unanimously to approve the motion to adjourn at 8:05PM

 **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 October 24, 2017 Agenda

 Copy of signed letter to BOA dated 10/24/17 RE: Thanks for mapping project efforts

 Copy of Osgood Painting Town Office Trim /Fascia Soffit Repair proposals received 10/23/2017

 Copy of letter from BOA RE: Annual Town Election 2018 Ballot Question Farm Machinery & Animal Excise tax elimination received 10/11/2017

 Copy of letter RE: Philip Hanno appointment request to COA received 10/23/2017

 Copy of letter RE: Arts Center Sign & Banner Request dated 10/18/2017

 Copy of Practical Boundary Surveying information from Paul Gay provided by Nancy Allen received 10/24/2017

 Copy of final CCC Application submitted electronically to Mass DLS 10/2017

 Copy of Petersham & Matrix PMLP Broadband contract drafted dated 10/24/2017

 Copy of All Options RFP for Nichewaug Inn received 10/24/2017

 Copy of letter from US District Court RE: Notice of Court ordered payments to certain town employees & others received 10/23/2017

 Copy of signed MOA Amendment of Trash Hauling & Disposal Contact Petersham & Monadnock Disposal dated 10/24/2017

 Copies of PPD appointment letters to Newell and Bell dated 10/12/2017 and 10/19/2017

 Copy of Chapter 90 Project Request to MassDOT dated 10/12/2017

 Copy of News release Town Wood bank start up dated 10/12/2017

 Copy of tree hearing notice dated 10/17/2017

 Copy of voucher for regional building inspector services fees received 10/16/2017

 Copy of RC Mahar RSD Veterans Day Program invitation received 10/19/2017

 Copy of Senator Gobi New release RE: Regional School Report received 10/19/2017

 Copy of MMA Annual Meeting Notice received 10/23/2017

 Copy of Mass Tree Warden Association Annual Tree Warden of the Year Nomination form received 10/18/2017