

**Town of Warwick  
Selectboard  
January 2, 2018  
Minutes**

Members present: Dawn Magi, Lawrence Pruyne, James Erviti (arrived at 6:16 p.m.)

Others present: Town Coordinator David Young, Town Secretary Rosa Fratangelo, Highway Superintendent Larry Delaney, Shelby Ashline (*Greenfield Recorder* and *Athol Daily News*)

I. Call to Order

**Chair Pruyne called the meeting to order at 6:00 p.m. in the Town Hall.**

**II. Minutes**

Magi MOVED to approve the minutes of December 18, 2017 as printed. Pruyne SECONDED.  
Motion CARRIED 2-0-0.

III. Presentations and Discussions

**1. Chapter 268 Section 20D Exemptions**—Young explained that Colin Killay is a member of the Fire Department and Mike Mankowsky is on the Transfer Station Commission, and that they need to be granted MGL 268:20D exemptions to be able to work as part-time truck drivers for the Highway Department during winter storms.

Magi MOVED to grant Mike Mankowsky and Colin Killay MGL 268:20D exemption so Mankowsky can serve as a Transfer Station Commissioner and a part-time truck driver and

**2. Appointment to Town Forest Committee**—Young said Alan Berman is willing to serve on the Town Forest Committee.

**3. Road Salt Use** —Highway Superintendent Larry Delaney spoke about the Christmas day storm, saying that the roads were sanded

Magi MOVED to appoint Alan Berman to the Town Forest Committee for a term to expire on June 30, 2018. Pruyne SECONDED. Motion CARRIED 3-0-0.

after being plowed and that the paved roads were plowed four times. He said that the hills and sharper curves were salted at a reduced rate, and that the center of town was sanded, using just half the normal amount, after the final clean-up. Delaney said that the new belt will be coming in and they will be ready to try the straight salt after the predicted January 4<sup>th</sup> storm. He said the second segmented plow will be ready to go for this next storm. Delaney said that overall the crew has been using about 70% of the material normally used in past winters.

Pruyne said that the Citizens Committee on Road Salt Use is figuring out what position to take with regards to the use of road salt in the center of town. He said that the no-salt option was being brought back into focus, and that representatives from the committee will attend the next Selectboard meeting with their formal request. Calculations made by committee member Bob Croke were discussed; Delaney explained that those calculations were based on what was purchased rather than what was actually used.

Young said that ten years ago Selectboard member and engineer Jim Toth told him that Warwick was ranked second in use of salt and sand in Franklin County, and we were also known for having the best roads. He suggested calculating the overall use of materials for the past ten years to get rid of any possible yearly variables.

Magi said that the Planning Board has purchased a sal-o-meter so those with concerns about the salt levels in their wells can test their water. Delaney pointed out the water tested must be cold and not hot to yield a more accurate result. Magi said the Planning Board also wishes to send out a survey to all households. Pruyne said he would talk with Town Counsel regarding our liability for road conditions, signage, and salt content in wells.

Delaney said that Mike Smith, an instructor from Bay State Roads out of U. Mass. Wants to try to schedule an afternoon meeting with the Selectboard some time during the week of January 22<sup>nd</sup>.

Delaney said that Mass DOT recommends a 4-to-1 ratio of calcium chloride flakes, and that it would take 500 lbs. of flakes for 1 ton of road salt which would equal 2500 lbs. of mix at a cost of \$146.20 per ton of material. He said a ton of pre-treated salt, treated with magnesium chloride, is \$73.00, and said calcium chloride is not financially feasible. Delaney noted that magnesium chloride, although less corrosive than calcium chloride, is still a salt so there needs to be a reduction in the application rate; he estimated a 20% reduction could be done to start. Delaney pointed out that the pre-treated salt will work down to near zero, and said that he was willing to investigate other organic options. He said that we would need a storage tank with a minimum capacity of 2,000 gallons, along with spray equipment for the trucks.

Pruyne said that we will have to invest in equipment to reduce the use of road salt. Erviti said that we should do whatever we can to identify best practices for this town, even if we need to spend money to do it.

Delaney noted that the Highway barn had no telephone service for the Christmas storm. Young said that he has a fem-to-cell Verizon network extender and offered it to the Highway Department for one month to see how it works for them.

**4. Verizon Telephone Service and Outages**—Pruyne said that he called Town Counsel Jeremia Pollard regarding the problems residents of Town has been having with Verizon landline service. He noted that Pollard was chief legal counsel on behalf of several Western Massachusetts towns on an action against Verizon settled in 2009. Pruyne said that Town Counsel was willing to do a simple filing under MGL 159:24, which should take about two hours. Young noted that the bill for this work would be under \$500.00. Pruyne said that filing such a motion would get the Attorney General’s office involved and could lead to a plan of remediation. He stated that these problems with Verizon landline service has been going on for a long time, has gotten way out of hand and something needs to be done. Pruyne pointed out that this is a particularly dangerous time of year with the weather posing a serious threat to the health of our townspeople, and that it has become a top priority for the Town to address.

Erviti MOVED to engage Town Counsel to proceed with filing against Verizon in court. Magi SECONDED. Motion CARRIED 3-0-0.

**5. Outsourced Town Accountant Procurement**—Young said that two offers had been received, and that FRCOG indicated it would be difficult for them to take us on at this time. He said that the procurement quote from Baystate Municipal Accounting Group (BMAG) came in a little higher than anticipated: \$33,516.00 for two years. The quote from Eric A. Kinshurf, CPA was \$48,000.00 for two years. Young explained that this process is lowest cost procurement from either the current employee or outsourced, so from those who meet the qualifications the lowest responsible reply is the one on which the Board’s decision must be based. He said that the \$8,663.00 for the second half of FY 18 is in the current Town Accountant budget, so a contract obligation for BMAG can be covered.

Erviti MOVED to contract with Baystate Municipal Accounting Group as our outsourced accounting firm, and to authorize Selectman James Erviti and Town Coordinator David

**6. Barn Owl Beer and Wine License 2018 Renewal**—Young said that the owners of the Barn Owl want to renew their beer and wine license for 2018. He pointed out that the original license was issued to expire in April of 2018, but the standard time for such a license is January 1 through December 31. Young said the balance of the license fee is being paid and will now be in line with standard calendar year issuance.

Erviti MOVED to renew the Barn Owl beer and wine license for 2018. Magi SECONDED. Motion CARRIED 3-0-0

**7. FY 19 Budget**—Young said that it is time to start thinking about departmental budgets for FY 19. He suggested holding one large meeting with all departments. Young also said that capital planning needs to be addressed and part of the budget process requires the projection of large expenditures.

8. **FY 17 Departmental Reports**—Young said that it is time for departments to submit their FY 17 reports for inclusion in the FY 2017 Annual Town Report. The report is always available by Annual Town Meeting which is Monday, May 7<sup>th</sup>.
9. **Selectboard Reports**—Erviti said that the process of moving Broadband information is going slowly but somewhat surely, and noted that the timeline was as anticipated. He pointed out that the data is being migrated and must be done accurately.  
Young said that the Broadband Committee and the Selectboard need to schedule a joint meeting and proposed the meeting be held Monday, January 22, 2018 at 5 p.m. in Town Hall.
10. **Coordinator Report**—Young said that the new FRCOG municipal directories had arrived, along with the Franklin County towns municipal wage and salary survey.
11. **New and Other Business Unanticipated at Time of Posting Meeting**—None.
12. **Public Comment** —Young congratulated Shelby Ashline on her promotion to an editor at the *Athol Daily News*.

#### IV. Adjournment

<b>At 7:07 p.m. Magi MOVED to adjourn. Erviti SECONDED. Motion CARRIED 3-0-0.</b>
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#### Documents consulted at this meeting:

- \*Draft Minutes of December 18, 2017 Selectboard meetings
- \*Coordinator Report dated December 28, 2017
- \*Town of Warwick FY 2018 General Fund Expenditure Report as of 12/18/2017
- \*Town of Warwick FY 2018 Other Funds Expense Report as of 12/18/2017
- \*Town of Warwick FY 2018 General Fund Revenue Report as of 12/15/2017
- \*Town of Warwick FY 2018 Other Funds Revenue Report as of 12/15/2017
- \*Email from Bob Dean (FRCOG) to David Young dated November 29, 2017 Re: Warwick Town Accountant Procurement
- \* Warwick Town Accountant Procurement Binding Quote Forms: Eric A. Kinsharf, CPA, dated December 20, 2017; Baystate Municipal Accounting Group dated December 15, 2017
- \*Commonwealth of Massachusetts Department of Telecommunications and Cable In re Verizon Service Quality in Western Massachusetts D.T.C. 09-1 Settlement Agreement