

Board of Selectmen Meeting:

Memorial Town Hall

Chairman: Edmund E. Jaworski

July 31, 2018 @ 5:30pm

Approved: November 7, 2018

Present: Selectman Brian Moriarty, Selectman Cindy Doty, Selectman Edmund Jaworski, Chair, Marlene Michonski, Town Administrator

Selectman Jaworski opened the meeting at 5:30pm and announced the Board will hear from a possible Hatfield business and then hold a hearing.

He announced real estate taxes are due Wednesday, August first. The Board is Seeking to appoint 3 individuals to a Town Government Committee to look at the structure of the Board of Selectmen and procedural methods to increase the Board from 3 to 5 members. Those interested should contact Ms. Michonski via email. Anyone interested in an appointment to the Housing Committee also should contact Ms. Michonski via email.

Selectman Doty said the Board sends sympathy to John Novak, HCTV Manager, who recently lost a family member.

Public Forum

Resident, Mike Cahill said he is interested in the Board of Selectmen 5 member Board membership. He asked if the Board will talk about the FY17 management letter. Selectman Jaworski said for public forum the Board makes no comment.

Posted Business

MacKae Freeland, Treeworks MA – Presentation

Miles Campola, Tim Kane, MacKae Freeland met informally with the Planning Board. Mr. Freeland briefly described the proposed West Street location as zoned correctly for cannabis manufacturing. Mr. Campola's mother lives in Hatfield. They plan a small retail and/or grow facility possibly and to hire up to 18 employees.

Mr. Kane mentioned the community host agreement, saying they want to work with the town to be in full compliance. Pertinent information was outlined in a packet. Mr. Campola was described as head of products. Their feedback was positive after their meeting with the Planning Board and Bob Wagner's leadership was appreciated.

Treeworks explained they will be purchasing wholesale cannabis and making different products such as edibles, pain salve, topical cream, beverages, extracts, sunscreens, protein powders and vaporizer pens with tinctures in development. Selectman Doty expressed some concern about odors, using Yankee Candle as an example. They plan to use a commercial hood over the cooking area and an internal vent system. Mr. Campola said they would come in as manufacturing but may expand to other areas in the future if funding was available. Their application is complete for State of MA except for the community host agreement which must be approved by the Board of Selectmen. They plan to meet with Bob Wagner in the middle of September.

Selectman Jaworski thanked them for considering Hatfield and asked the size of the facility – which is 1400 sq. ft. though they may consider expanding another 1500. A security plan was read, only those 21 years old or more can access the facility. They will work with fire and police and can't get a license without all the security requirements having been met.

Mr. Campola said they are only applying for recreational, not medical license. The property is zoned for retail. When asked about safe disposal Mr. Campola responded they will have a padlocked dumpster. Mr. Lesko asked about the aquifer and possible water contamination.

Treeworks is registered as an LLC in MA. Mr. Freeland read a business summary and talked about future product lines. He said the plan is to have 18 employees. Selectman Jaworski closed the questions portion of the hearing. They will next be meeting with the Planning Board. Selectman Jaworski thanked them for their presentation.

3 Day License Request, David Capriati, The Beer Guy, LLC

Selectman Moriarty moved to approve a one day license for The Beer Guy, David Capriati. Selectman Jaworski seconded. The motion was approved.

3 Day License Request, William Girardi, Holy Name of Jesus Church

Selectman Moriarty moved to approve the license for Holy Name of Jesus Church. Selectman Jaworski seconded. The motion was approved.

September Primary Election Warrant

Selectman Moriarty moved to approve the warrant for the 2018 Primary. Selectman Jaworski seconded. The motion was approved.

Approval of Minutes-

Selectman Jaworski moved to approve the Board of Selectmen meeting minutes of June 12, 2018. Selectman Moriarty seconded. Selectman Doty abstained. The motion carried.

Town Administrator Report

Legal Services - Request for Proposals - Review draft RFP solicitation

Ms. Michonski apologized she has not completed the RFP. She mentioned that attorneys Mullen and Pickett are helping out since Attorney Bracket passed away.

Ms. Michonski presented a draft RFP for IT services. She asked if the Board had anything they would like to add or change. Ms. Michonski recommended issuing the solicitation and review proposals. Selectman Moriarty said Ms. Michonski did a nice job.

Selectman Jaworski moved to solicit proposals for IT services. Selectman Doty seconded. The motion was approved.

HR Policy Review

Section 9 Probationary Period, Section 10 Classification of Employees

Ms. Michonski said the probationary period as it stands seems acceptable. After brief discussion of whether retirement benefits are available for part time employees by State or Federal statute, Ms. Michonski said it would be looked into. Ms. Palmisano said changes might have to be approved on town floor. Ms. Michonski said there was a letter of recommendation from the human resources committee to approve the classifications. No changes were recommended tonight. Selectman Jaworski moved to accept the sections as presented. Selectman Moriarty seconded. The motion was approved. Selectman Jaworski then called for 5 minute break and said the hearing would be held at 6:30p.m.

Public Hearing – DPW Proposed Infrastructure Improvements

Selectman Jaworski read the hearing announcement, opened the hearing, then explained there would be a presentation, a Board discussion, and afterwards the floor would be opened to public comments.

DPW Dir, Mr. Genovese said we are applying for a Massworks grant for 2 million for waste water infrastructure. Some businesses trying to expand are willing to invest money. A map/illustration was shown to residents in attendance.

Selectman Moriarty said this has been quite an undertaking by Mr. Genovese and Mr. Kyle Scott, Building Commissioner, trying to get Hatfield's grant moved to the top of the submissions list. Jay Ash, Secretary of Housing and Economic Development is to be here, and Steibel Eltron in support of this. Mr. Genovese said our engineer has been working on this for many months. Mr. Genovese said this would be an advantage to the town to expand business and housing.

Several residents including Ken Brown, Virginia Canton, and Kay Marsh, asked questions and spoke in favor of the project. Mr. Genovese responded to a question about tying in to the proposed new sewer line by saying there is no requirement. In response to a more technical question by resident, Ed Lesko, Selectman Moriarty suggested asking Mike Ohl, of Comprehensive Environmental.

Ken Brown, of West St asked about the date. Selectman Jaworski said applications opened yesterday and closes Aug. 10th. There are letters of support for this project including Brockway Smith which is on septic now. Mr. Genovese said capacity at the WWTP is good. DEP was happy with the plant. This might bring us up to 80%. A resident asked about the effect on taxes but Selectman Moriarty said the growth of business would help the tax base. Mr. Genovese said this would have no cost to the community because it's a grant. The middle of next week would be a deadline for support letters.

Mr. Genovese answered a few additional questions regarding the potential new line before Selectman Jaworski moved to close the hearing.

Selectman Moriarty moved the Board support the project. Selectman Doty seconded. The motion was approved. Residents were thanked for coming and for their questions. Mr. Genovese also thanked everyone and said if they wish to send a letter of support it will be included in the application.

Financial Policies Review- Ms. Michonski said this section concludes the policies as a whole. She said she has no concerns or comments and asked the Board to approve and adopt the policies. She mentioned that the DLS recommends the policies for the town. Selectman Moriarty thanked Ms. Michonski for putting it together. Selectman Doty thinks these guidelines are good.

Selectman Moriarty moved to adopt financial policies as presented. Selectman Doty seconded. The motion was approved.

Ms. Michonski is to prepare an RFP for legal services in advance of the next meeting.

Selectman Doty excused herself from the EMD Director position discussion. A resident in attendance asked about the financial audit status. Selectman Jaworski said that can be addressed at the next meeting.

As of the last meeting the appointment of the Emergency Management Director was extended until 7-31. Selectman Jaworski explained there was a difference of opinion. Selectman Moriarty recounted that the Board was asked by the chiefs to move the position under the Board of Selectmen. Selectman Jaworski said they did not realize that we would lose our Emergency Management Director if the position was to be moved. Selectman Moriarty said since then he had met with both chiefs simultaneously and they have an

appropriate job description for that position. He said he did not want to leave the town without an Emergency Management Director, but we could talk to the chiefs. Some things were clarified because they were put in writing. Selectman Jaworski said he is in agreement with a vote on the job description as stated and keeping Emergency Management Director as is until we can discuss it with the chiefs.

Ed Lesko, of the Emergency Management Committee said the committee agreed to keep things the way they were and he asked why the job description was being changed. Selectman Moriarty said the Emergency Management Committee and the chiefs brought the proposal to move the position under the Board of Selectmen. He said the job description wasn't changed but clarified.

The Emergency Management Director works under the Fire Chief, rather than with. Selectman Moriarty read items in red lettering and said anything in black is already in the job description. The two chiefs and Selectman Moriarty met and put this together. Selectman Jaworski said we're taking a recommendation by the 2 chiefs to update the job description. In response to a question, Selectman Jaworski said it appears there was no input from the Emergency Management Committee. Selectman Moriarty said the fire chief and police chief are the experts.

It was asked if there was a change in reporting structure. Selectman Moriarty explained they changed the wording, works 'with' to works 'under'. He said the money, and budgets are staying the same. Ms. Michonski said this was shared at the last committee meeting but they decided to do nothing. Selectman Moriarty said expectations needed to be in writing.

Selectman Moriarty said he would make the appointment for another 30 days and thinks that the Emergency Management Director should have a chance to look at this. Selectman Jaworski said he would close the discussion. Selectman Jaworski moved to appoint the Emergency Management Director for another 30 days. Selectman Moriarty seconded.

Selectman Moriarty said an opportunity for the emergency management team to meet with the fire chief and police chief to discuss the job description is a fair assessment. Selectman Jaworski suggested the emergency management team discuss it at their meeting. Selectman Moriarty said the fire chief and police chief were asked for recommendations. Selectman Doty was asked to come back and make motions on executive sessions.

Selectman Jaworski moved to go into executive session, pursuant to MGL Ch. 30A, Section 21(a), #6, to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body and also pursuant to MGL. Ch. 30A, Section 21(a), #2, conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. The Board will not return to public session.

Selectman Moriarty seconded the motion. A roll call vote was conducted and with Selectman Moriarty voting aye, Selectman Doty voting aye and Selectman Jaworski voting aye, the motion was approved and the meeting ended at 7:35pm.

Respectfully Submitted,

Ki. J. Eno
Executive Assistant