

**BOARD OF SELECTMEN'S MEETING  
MONDAY, OCTOBER 25, 2010  
7:00 PM AT THE TOWN OFFICE BUILDING**

PRESENT: Selectmen James E. Thompson (presiding), Patrick J. Brady, and Robert J. Boilard, Town Administrator Robert A. Weitz, and Pamela E. Beall, selectmen's secretary.

**I. APPOINTMENTS**

Planning Board

Selectmen met with Planning Board Chairman Eric Fuller and members Richard E. Butler, John Boudreau, Dean Stroshine and Adam Basch, and Planning Director John Pearsall.

Chairman Fuller reported that the Planning Board has been discussing goals and objectives for long-term planning. He praised the efforts of the Open Space and Recreation Committee for its excellent planning documents. He noted that the town has had access to the Pioneer Valley Planning Commission "Valley Vision" documents and a great many ideas from other towns, collected by Mr. Pearsall and Mr. Butler.

Mr. Fuller spoke of the need to review zoning concepts that affect planning and that a consultant could be hired for the purpose of creating a master plan. However, he stated that he thought an internal effort to review some key concept areas would serve the town well. In particular he thought that a review of subdivision zoning and regulations would be useful, with an emphasis on conservation subdivision concepts (a/k/a cluster zoning for residential developments).

Mr. Thompson asked what the elements of a master plan would include. Mr. Pearsall reported that the elements of a master plan are defined by the state, and would include an extensive inventory of many community attributes, and a 10-year time frame which would flow out of the collected data. He stated that looking at conservation subdivision models, as adopted and applied in other towns, could be done as an in-house review and presented to the next Annual Town Meeting.

Selectmen reached consensus that the Planning Board should pursue this option and Mr. Fuller stated that he would welcome input from the Open Space and Recreation Committee in order to build on their excellent planning documents.

*Materials referenced: brochure and publication on concept of conservation-residential planning.*

Public Access Television

Selectmen met with Public Access Television Committee Chairman William J. Fogarty and member Sandy Belcastro, and Public Television Executive Director Caroline Cunningham.

Mr. Fogarty reported that the Public Access Television Committee has conducted the survey of public television operations in several towns, as requested by selectmen. He summarized the findings, stating that there was considerable variety in what town's offered to residents and how public television was supported. The committee worked with a consultant to identify 12 communities for meaningful comparisons. Focus groups were conducted locally.

Mr. Fogarty summarized recommendations based on the study: upgrades to station and

equipment; provide technology to provide streaming video and on-demand programming; fill a part-time assistant to the director to support implementation of equipment and technology, and that selectmen commit to the stations financial support, namely by funding provided to the capital and operating grants from the cable television contract be left intact to support direction operation and equipment/station upgrades.

Ms. Cunningham and Mr. Fogarty responded to selectmen's questions about the use of the studio, potential for introducing the streaming and on-demand services, need for better field equipment and recruitment of programming volunteers. Mr. Boilard asked that the station develop a priority list, with funding numbers for each element of an upgrade plan and costs associated with various programming upgrades, such as live broadcast of sports.

Selectmen agreed to revisit this at the next regular meeting.

*Materials referenced: memorandum with recommendations from 2010 planning study and summary of study*

#### Building Inspector: Grange Hall

Selectmen met with Building Inspector Lance Trevallion regarding conditions at the Grange Hall on Main Street. He reported that the building continues to deteriorate with nominal heat and utility service. It is being used as a storage area. The effort a few years ago to offer the building for sale was not approved, and there was the suggestion that further discussion on the building's disposition be revisited when sewer connections were made available on this section of Main Street. There are both short- and long-term maintenance issues, the most significant being a new roof in a few years.

Mr. Trevallion comment that under zoning the building would be eligible for residential use and an in-home office, but not for anything retail or commercial. Parking, handicapped access, and zoning were all limitations on use. The furniture and materials stored in the building now are a combination of 1/3 which should be kept by the town, 1/3 with value if sold as surplus and about 1/3 that is trash. He stated that the storage needs of the town are significant and the use of the Grange for this purpose only highlights the town's needs.

Resident Eric Fuller was present and commented on the former committee which made recommendations about the Grange shortly after it was acquired. He reported that the group could only agree on two possible actions at that time: sell it or move it to other town land for a public purpose. Mr. Brady stated his interest in having two proposals for review at the Annual Town Meeting: one to sell it and one to fix it. He also noted that the Community Preservation Fund should put money aside for potential use on the building.

Mr. Thompson proposed that the former committee members be contacted to let them express interest in a new committee that would be formed to revisit the Grange Hall planning with the idea that proposals could be ready for Town Meeting in May.

#### Liquor License Hearing: Abudanza

Selectmen met with Luis Maravilha and June Maravilha to review their application for transfer of a liquor license at 2341 Boston Road. Also present for the hearing was Neal Phillips, attorney for the applicant, landlord Mr. Medieros, and current licensee Rita Capua.

The license is currently held by Dolce Vita Enterprise LLC, d/b/a Rita's Trattoria. The new owner will be Chef Lou's Gourmet Foods LLC, d/b/a Abudanza.

Mr. Maravilha spoke of his background, education and experience in the food industry and his desire to operate at this Wilbraham location. He responded to selectmen's concerns and questions about the addresses on the corporate records and particularly about the letter outlining the loan of investment capital from two individuals. Mr. Maravilha stated that the final contracts will be prepared next week.

Mr. Maravilha stated that the restaurant would be a family environment, open seven days with a brunch on Sunday. He currently does a considerable catering for business and would like to offer children's birthday parties, cooking classes for kids, pizza delivery, gourmet pizza for dining and a children's menu. They would generally operate from 6:00 AM to 10:00 PM., with some possible later hours on weekends. He hope that the food-to-alcohol ratio would be perhaps 70-30%. He did not expect the bar to be the most significant part of the business.

**MOTION made (Brady) and seconded (Boilard) to approve the transfer of a liquor license from Dolce Vita Enterprises to Chef Lou's Gourmet Foods LLC at 2341 Boston Road, and to forward the approved application to the ABCC for review. Approved 3-0.**

*Materials referenced: completed ABCC application, plans and menus*

## **II. TOWN ADMINISTRATOR'S REPORT**

Mr. Weitz reported that he and the Building Inspector and Town Counsel have been discussing the **Children's Museum** agreements with representatives from the groups governing board. It is hoped to review and clarify responsibilities between the town and the organization for use and upkeep of the property.

Mr. Weitz reported that the Recreation Department was not successful in its application for **grant funds from the PARC program for Spec Pond**. Director Bryan Litz states that the department will move ahead incrementally with small parts proceeding as funds are available. The Friends of Recreation are going forward with their plans for a capital fundraising program.

Mr. Weitz noted that the Finance Committee will begin its **seasonal budget work** on November 3, with some organizational business. In other financial business, the Board of Assessors is ready with a **tax rate** and will set the required tax classification hearing soon.

## **III. SELECTMEN'S UPDATES**

### Patrick J. Brady

Mr. Brady noted that the need for storage, and the fact that the town is leasing off-site storage might be one of the compelling reasons to consider uses for **Memorial School**, in order to plan for the possibility that the regional school lease may expire with no further plans for the use of the building.

Mr. Brady also noted that some of the committees on the appointment list may need a new "charter" or **mission statement** to organize their work in the coming year.

## **IV. CITIZEN'S OPEN FORUM**

Charles Phillips addressed the board briefly, commenting on the **public television recommendations**. He suggested that there be more government involvement, such as weekly chats with town department heads.

**V. OLD BUSINESS**

Appointments to Boards and Committees

Selectmen requested that Gary Lennox be scheduled for an interview for the vacancy on the Open Space and Recreation Committee.

**MOTION made (Brady) and seconded (Boilard) to appoint Mark Soukup to the Council on Aging for a term to May 2013. Approved 3-0.**

**MOTION made (Brady) and seconded (Boilard) to appoint Paula Dubord as the selectmen's designee to the Pioneer Valley Transit Authority for an indefinite term. Approved 3-0.**

*Materials referenced: Appointment Status List, 2010-2011*

Selectmen's Goals

The chairman directed that the subject of selectmen's goals for the coming year be added to the agenda at the next meeting.

**VI. NEW BUSINESS**

Award of Bid: DPW Equipment

**MOTION made (Brady) and seconded (Boilard) to award the bid, and enter into an agreement with Tyler Equipment, for the purchase of a front-end loader for the DPW, in the value of \$145,914.00 including trade-in and options 1, 2, 3, 4, 6, and 8 as outlined in the bid specifications, and that the chairman be authorized to sign agreements on the board's behalf. Approved 3-0.**

*Materials referenced: memo and bid summary dated September 14*

Award of Bid: School Window Replacement

**MOTION made (Brady) and seconded (Boilard) to award the project bid and enter into an agreement with Window Services Incorporated for the purchase and installation of windows at Stony Hill and Mile Tree schools, in the value of \$ 48,910.00 and that the chairman be authorized to sign agreements on the board's behalf. Approved 3-0.**

*Materials referenced: memo and bid summary dated October 6*

**VII. LICENSING, OTHER APPROVALS**

**VIII. MINUTES**

**MOTION made (Brady) and seconded (Boilard) to approve the minutes of September 27, 2010, October 4, 2010, October 12, 2010, and October 14, 2010 as submitted. Approved 3-0.**

**MOTION made (Brady) and seconded (Boilard) to approve the minutes of executive sessions September 27, 2010 (2<sup>nd</sup> session), October 4, 2010, and October 12, 2010 as submitted. Approved 3-0.**

**IX. OTHER CORRESPONDENCE, SIGNATURES (no votes required)**

*Signed: appreciation letter to cemetery commissioners*

*Signed: previously approved minutes, September 27 executive session*

**X. EXECUTIVE SESSION**

There was no executive session.

Having no further business, the meeting was adjourned at 8:35 PM.

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Town Administrator

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James E. Thompson, Chairman

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Patrick J. Brady

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Robert J. Boilard