

Sunderland Selectboard Minutes
Monday, November 29, 2021

Attending: T. Fydenkevez, D. Pierce, C. Drake-Tremblay, G. Kravitz
Others present: D. Modestow, Greg Gottschalk, Peter Gagarin, J. Corwin
Meeting: Hybrid: in person and remote, recorded by FCAT
Meeting called to order at 6:34PM

Mr. Fydenkevez recognized the loss of long time community member Dr. Russell Lane. Dr. Lane was an active member in our community for many years serving on several committees and boards. He also more recently had a town flag made, based off of our design competition, and then donated the flag to the town. Mr. Fydenkevez extends condolences to Dr. Lane's family. Services will be held December 12, 2021.

MINUTES

Mr. Pierce motion, Ms. Drake-Tremblay second, to accept MINUTES of November 15, 2021, Vote 3-0.

BUSINESS

- **ELEMENTARY SCHOOL CAPITAL IMPROVEMENTS DISCUSSION:** Superintendent Modestow explained that improvements have not been keeping up with the building update and improvement needs. Presentation list of completed capital projects, immediate needs, and future recommendations. Mr. Modestow addressed items and timeframe required. Suggest combining with town projects to address the growing needs collectively. Mr. Fydenkevez wants a comprehensive list of all projects and costs needed to maintain the school in a safe, efficient, and well-maintained facility for its pupils and community. Deferred maintenance is not recommended. Recurring maintenance is needed for some items, such as glycol in the fire suppression system, which is essential information to have available for budgeting purposes. Funding used to be put in the budget for programmatic maintenance in previous years, and it needs to be put back into the budget. Mr. Fydenkevez invited Mr. Modestow to learn about and review the town's financial picture with the Town Administrators of the 4-towns. It is important for school administration to understand how the financials integrate. Building windows on the proposed capital improvements are the remaining windows for half the building that were not replaced during the rebuild.
- **2022 HOLIDAY SCHEDULE:** Recommend "state" list of holidays be representative of the town's Holiday Schedule. Any changes to the holiday schedule will need a bylaw change. Mr. Pierce motion to accept Holiday Schedule as presented, Ms. Drake-Tremblay second, vote 3-0.
- **FY21 UNPAID SEWER CHARGES** will be reviewed and redirection of charges to appropriate entity.
- **FY23 CAPITAL ASSESSMENT:** Annually the Capital Assessment can increase up to 2 ½%, last year's assessment was \$118,169. A 2 ½% would be an additional amount of \$2, 971.00 should the board chose to recommend the full 2 ½% increase for FY23, the full assessment would be \$121,840. Mr. pierce motion to increase to the full 2 ½% Capital Assessment for FY 23, Ms. Drake-Tremblay second, Vote 3-0.

OLD BUSINESS

- **SELECTBOARD UPDATES:**
 - Mr. Pierce has UNION 38 NEGOTIATION meeting tomorrow.
 - Mr. Fydenkevez – SCEMS meeting last week. The Director made a presentation offering an impact shift where 86% of calls come in which has been filled by overtime. Director made proposal to hire two full-time staff as it is harder to find per diem, Board of Oversight (BoO) voted 3-1. Mr. Fydenkevez opposed as he feels the matter should be brought before respective town's annual meetings for a procedural vote since the staffing structure would be changing.

- TOWN ADMINISTRATOR UPDATES:

- ARPA: 3-4 residents responded to invitation for comments. Most suggestions were for the revenue replacement funds which is the lesser amount but more flexible for funds. Mr. Kravitz's spreadsheet showed \$345,000 in revenue replacement funds and about \$740,000 in non-revenue replacement funds. The majority of projects suggested were revenue replacement funds. Also included: infrastructure, sidewalks; specific included giving every resident a \$100 gift card to spend locally, improving communications, HVAC for town buildings, i.e., the school. The list also included improvements as listed on the school's capital list. Funds could be used to hire a shared position to manage program. Program is through end of 2024. Is there anything the selectboard wishes to do sooner; would the board consider something such as radio replacement outside of the school replacement items. Mr. Kravitz will talk with other communities for potential collaboration for shared position. Board recommends outdoor activity spaces, refinishing the Town Office Building floors and replacement/repair of front steps as well as public safety matters. Board recommends radio replacement and firearms be considered for the grant. Explore if the FRCOG offers a program to help communities with administration of the grant.
- SCSC DIRECTOR SEARCH COMMITTEE Interviews have been completed. Three candidates recommended to the Board of Oversight (BoO) and Deerfield Selectboard who is the hiring authority for the Center. A joint meeting to be arranged to interview finalists in December before the holidays. Mr. Fydenkevez suggests staffing could be provided by senior tax work-off applicants. SCSC storage is an issue at the Pope John Paul Center in S. Deerfield's Holy Family Church. Recommend Weston Communications be contacted to review phone transfer options to the temporary location.
- HOUSING SURVEY is due tomorrow and community participation is encouraged.
- STATE REVAL of properties has been accepted. Request Tax Classification Hearing at next meeting with Board of Assessors.
- Highway Superintendent recommended APPOINTMENT OF THOMAS P. KELLY for SEASONAL SNOW PLOWING. Mr. Pierce motion, Ms. Drake-Tremblay second, Vote 3-0.
- N. MAIN STREET ROAD PROJECT WALK-THROUGH. Conversation regarding rainfall and subsequent puddling. Engineers reviewed design and reported grass has not grown in yet, areas were lower by design. Town is still within the 10% contingency that MassDOT would cover. It was suggested that lawn drains be installed and connected to the nearest sewer drain, which will be explored within the project area. Some of the loam areas will be redone for areas that were installed "high" which contributes to issues. Sidewalks were pitched and is believed the drainage issues is due to the other high areas which included the tree belt and will be addressed. No corrective action plan has been proposed by the contractor regarding the low manhole covers in the street. Mr. Fydenkevez wants to be sure this matter is not overlooked by the contractor or MassDOT. The town is still reviewing the height determination of that issue.

Next Selectboard meeting scheduled for December 6, 2021, 6:30PM.

ADJOURNMENT

Ms. Drake-Tremblay MOTION TO ADJOURN 8:10PM, Mr. Pierce second, Vote 3-0.

Respectfully submitted,



Geoff Kravitz,
Town Administrator

2022 LEGAL HOLIDAYS
Sunderland Personnel Bylaws §31-19

	Holiday	Observed
New Year's Day – January 1, 2022	Jan. 1, Sat.	Dec. 30, Thurs *
Martin Luther King, Jr. Day – January 18, 2021	Jan. 17, Mon.	Jan. 17, Mon.
Presidents' Day – February 15, 2021	Feb 21, Mon.	Feb. 21, Mon
Patriots' Day - Third Monday in April	Apr. 18, Mon.	Apr. 18, Mon.
Memorial Day - Last Monday in May	May 30, Mon.	May 30, Mon.
Juneteenth – June 19th	June 19, Sun.	June 20, Mon. *
Independence Day - July 4th	July 4, Mon.	July 4, Mon.
Labor Day - First Monday in September	Sept. 5, Mon.	Sept. 5, Mon.
Columbus Day - Second Monday in October	Oct. 10, Mon.	Oct. 10, Mon.
Veterans' Day - November 11th	Nov. 11, Fri.	Nov. 10, Thurs. *
Thanksgiving Day - Fourth Thursday in November	Nov. 24, Thurs.	Nov. 24, Thurs.
Christmas Day - December 25th	Dec. 25, Sun.	Dec. 26, Mon.*
New Year's Day – January 1, 2023	Jan. 1, Sun.	Jan. 2, Mon. *

*§31-19

- B. Holidays which fall on a Saturday will be observed on the preceding Friday. Holidays which fall on a Sunday will be observed on the following Monday.
- C. If a holiday falls on any weekday a regular employee is not normally scheduled to work, the holiday will be observed on the employee's preceding workday.

NOTE: Juneteenth is a state-recognized holiday and municipal buildings are required to be closed. It is not currently recognized by §31-19 of the town's bylaws; however, the Personnel Committee is recommending a Town Meeting article to add Juneteenth to §31-19.

