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**SAVOY SELECT BOARD MEETING**
**SAVOY TOWN HALL**
**February 10, 2026 (Following Pole Hearing)**

**MINUTES**

**Members Present:** Justin Kaczowski, Marie Saucier, Brenda Smith

The meeting was called to order at 5:23 pm by Justin Kaczowski, seconded by Marie Saucier.

A motion to accept and sign the meeting minutes from January 27, 2026, was made by Marie Saucier; seconded by Justin Kaczowski; Vote: 2-0-0.

**PUBLIC COMMENT:** none

**DEPARTMENT REPORTS:**

**Board of Health, Ed Fahey**

- The Board of Health inspection contract between BRPC and the Town of Savoy for fiscal year 2027 was presented to the Select Board, there is an increase of $625 for inspection services.
- Marie Saucier made a motion to approve and sign the Board of Health Inspection Services contract; seconded by Brenda Smith; Unanimous. Vote: 3-0-0

**Highway Department, Jon Choquette**

- Performance review will be conducted in six weeks for the newest full-time employee to determine if conditions of employment have been met.

**Transfer Station, Barb Belisle**

- Several complaints were given to the Select Board to address:
  - ➢ plowing and at the Transfer Station: Snow is being plowed against the outbuildings making access difficult and may do possible damage to the buildings. The snowbanks are too high at the entrance making it difficult for vehicles to see oncoming traffic while exiting onto Chapel Road.
    - Highway Department: the Transfer Station has a snowblower which should be used ahead of time to blow the snow away from the buildings to facilitate plowing.
    - Highway Department: received short notice of the snowbanks being an issue and it wasn't deemed a priority as storm cleanup was ongoing. The Transfer Station

attendant has full authority to close the Transfer Station in cases of emergency or for safety.

- ➢ Sanding at the Transfer Station: Barb sent a text message to Jon requesting the slope to the compactor be sanded 24 hours prior to when Casella Waste was due to pick up.
  - Highway Department: received no message to sand the slope to the compactor, sand is stored at the Transfer Station to use when and where needed.
  - Highway Department suggested scheduling Casella pickups further in advance to guarantee the Highway Department has an opportunity to schedule work within an appropriate time frame.
- ➢ The Highway Department requests that all Town departments call the Highway Department telephone number and leave a message or send an email to highway@townofsavoy.com of needed work/repairs to ensure the message is received. **At no time should his or any highway employees personal cell phones be used for Town communications**. A reminder was given to all that during the winter season the Highway Department hours are adapted to meet the weather demands vs. having set hours as is the case during the summer. Town Buildings and Municipal areas are prioritized for clean up after storms and done accordingly; anything above the normal clean up needs to be scheduled ahead of time and with enough notice.

- It was agreed that if the Transfer Station has an emergency and needs to contact the Highway Department, all communication will go through the Select Board Chair, Justin Kaczowski.
- Marie Saucier requested a full inventory of buildings and town owned equipment at the Transfer Station not only for insurance purposes but also to log Capital Improvement inventory.
- The Air-dialer telephone is ready to be installed at the Transfer Station; Barb will be instructed on how to use it. The Air-dialer will resolve the land line telephone issue at the Transfer Station.

**COMMITTEE REPORTS:**

**BUSINESS TOPICS:**

**Berkshire Regional Transit Authority (BRTA): Link 413 Intercity Bus Service**

- Representatives from BRTA were present to address questions regarding the newly instated Link 413 bus service route coming through Savoy.
- The Link 413 (903) route originates in North Adams and travels to Greenfield where it connects with the Franklin Regional Transit Authority (FRTA) service.
- There is also a Link 413 (904) route which originates at the Pittsfield BRTA hub and travels to the Northampton Pioneer Valley Transit Authority (PVTA) hub.
- The fee to travel on the Link 413 bus is $10/trip: $5/trip over 60 years old.
- The eastbound/westbound bus stop for the 903 routes to Greenfield is at the Savoy Town Office, however it is considered a "flag service", meaning people along the route can flag the bus for pickup/drop off. The buses are Wi-Fi enabled for riders' convenience; Marie Saucier

pointed out that riders getting off in Savoy should be reminded to use cell phone while on the bus as there is little to no cell service once dropped off.

- There is a BRTA bus service available for senior citizens living in rural areas. This is a door-to-door service for senior citizens which requires an application to be filled out and submitted to BRTA with a 24-hour response window for scheduling. The cost is free and it runs Monday-Saturday from 7am-6pm.

**DER CRMA Scope of Work Contract: Old Main Rd #4 Culvert Replacement**

- Berkshire Regional Planning Commission presented the Select Board with the amended scope of work contract for the Old Main Rd #4 Culvert Replacement.
- A motion was made by Marie Saucier to sign the amended scope of work contract; seconded by Brenda Smith; unanimous. Vote: 3-0-0.
- BRPC is working on the grant application for the culvert replacement on Tilton Road.
- BRPC introduced two proposed Municipal Vulnerability Preparedness (MVP) projects Savoy could benefit from if FY27 & FY28 funding is awarded. If interested a letter of support will be needed from Savoy. The proposed regional MVP projects are:
  - **Map all Dams**[1]
  - **Unpaved Roads Project Phase II**[2]

**Colonial Power Group: Savoy Power Aggregate Amendment Agreement**

- The Department of Energy rates have increased across the board resulting in a .01 rate increase for the Savoy Power Aggregate for the remainder of the contract term ending in November of 2028. The increase will start with the March statements.
- There will be a four-month span where Eversource's rates will be slightly lower; however, Eversource rates are expected to jump significantly higher after their term expires on 7/31/2026.
- Marie Saucier made a motion authorizing Justin Kaczowski to sign the Savoy Power Aggregate Amendment; seconded by Brenda Smith; unanimous. Vote: 3-0-0.

**Third Party Landfill Inspection**

- A third-party inspection of the capped landfill is due in 2026. The Select Board directed the Select Board Administrative Assistant to get at least three quotes from qualified inspection companies.
- The quotes will be obtained for work after July 1st so funding can be appropriated for by the Finance Committee in the FY27 budget.

**Transfer Station: DEP Input on Slope Repair**

- DEP was contacted for input on needed repairs to the gravel slope leading up to the compactor at the Transfer Station to see if an engineering plan and special permit is necessary prior to the work being done due to the proximity of the capped landfill. DEP will need an exact plan of

action, materials being used, and equipment needed for the repair before issuing a determination.

- Marie Saucier has contacted Foresight Engineers for a quote on an engineering plan for the Transfer Station layout of buildings, compactor, and bins for better efficiency and so any future work to be done at the Transfer Station will not have an impact on the capped landfill.
- Marie asked Barb to inquire with NBSW if the Reward Dividend Program for recycling award money the Transfer Station receives can be used for the engineering plan. Barb said she would ask Linda Cernik.

**Town Handbook Policies: Continuation from January 13th**

- Brenda Smith motioned to table editing the Town Handbook policies until the February 24th meeting; seconded by Marie Saucier; unanimous. Vote: 3-0-0.
- The vacation policy will be reviewed at the next meeting.

**Correspondence:**

- Eversource will be updating all the Town Municipal Building electric meters to "smart meters".
- An email from NBSW regarding setting up an annual maintenance plan for the Transfer Station compactor was received; Barb said Casella Waste takes care of the maintenance of the compactor.
- An email was received from the Town Attorney confirming her attendance at the next Select Board on February 24th regarding fine enforcement. All relevant departments will be asked to attend for input.

**Select Board Items:**

- Marie Saucier motioned to sign appointment papers for Taylor Markland to the Finance Committee and Melanie Glynn as Savoy representative to the FHMS Broadband Committee; Justin Kaczowski seconded; unanimous. Vote: 3-0-0.
- Discrepancies were noted in Committee Appointments, members, and term dates. The Select Board will request a complete list of all appointments that include term dates from the Town Clerk.
- A reminder will be sent to all Town Departments and Committees to submit reports for the 2025 Annual Town Report.
- On January 30th Marie Saucier signed the contract with Virgilio Construction for the Chapel Road over Chickley River Culvert Replacement Project. The start date is March 2nd and will end October 28th (240 days). Abutter letters were mailed out notifying them of the project and asking permission for right of entry onto property. The complete budget for the project was sent to MaDOT as requested.
- The Nature Conservancy contract was signed by Marie Saucier as was authorized at the January 27th Select Board Meeting.

- The Select Board requested the Select Board Administrative Assistant order a town seal for Select Board use.

**Adjourn Meeting:** Brenda Smith motioned to adjourn the meeting; Marie Saucier seconded; unanimous. The meeting was adjourned at 7:03pm.

**APPROVAL DATE:** 2/24/26

Justin Kaczowski, Chair

Marie Saucier

Brenda Smith

Submitted by: Colleen Gibeau, Select Board Administrative Assistant

BRPC
Berkshire Regional Planning Commission

MALCOLM FICK, Chair
BUCK DONOVAN, Vice-Chair
SHEILA IRVIN, Clerk
SAM HAUPT, Treasurer
THOMAS MATUSZKO,
Executive Director

# MVP FY27 & FY28 Proposed Project – Map All the Dams

Berkshire Regional Planning Commission (BRPC) is proposing to address a regional climate vulnerability concern by identifying and mapping all dams in the county. The northeast is home to thousands of unmapped "ghost dams" which pose flood risks to communities and impede the movement of wildlife. Ghost dams are not represented on any State or National Inventory of Dams. Recent examples of sizable unmapped dams in Berkshire County undergoing assessment include Beaver Mill Dam (North Adams) and Grist Mill Dam (Pittsfield).

**Supporting Towns' Hazard Mitigation and MVP Goals**

The proposed work directly addresses a goal your municipality identified in its most recent Hazard Mitigation Plan (HMP) and Municipal Vulnerability Preparedness (MVP) report: addressing risk associated with dams on both private and public property and doing outreach to landowners whose property contains a dam. Maintaining records on the state and risk of mapped dams allows municipalities to manage the risk they each pose, but the presence of unmapped dams poses a challenge, given that the risk (and even location) is often unknown. In order to prioritize infrastructure risk mitigation and community outreach, towns need information about the number and status of all dams.

**Proposed Project**

BRPC proposes working with community partner organizations, namely Berkshire Environmental Action Team (BEAT), Trout Unlimited, and The Nature Conservancy (TNC), among others, to identify, map, and prioritize the risk posed by previously unmapped dams in Berkshire County. The group will create a publicly available resource with information about dams' location and risk factor. Additionally, the group will produce outreach materials to be made available to landowners whose property contains a dam, offering information, resources, and support. Municipalities will be provided with maps identifying all dams in the region with a simple benchmark risk assessment highlighting dams of greatest structural concern.

If funded, the MVP project will take place over the course of two years. First year tasks will include (1) using satellite maps to identify prospective dams requiring a fieldwork visit, (2) compiling and reviewing existing data sets to map known and suspected dams, (3) doing community outreach about the project and unmapped dams, and (4) organizing staffed and volunteer field crews, including student groups, to participate in on-the-ground mapping and assessment. Second year tasks will include (1) field visits to potential dam sites, (2) creation of a public-facing map resource for towns, (3) creation of educational resources for private dam owners containing resources, support, and information, and (4) a community presentation about the project's results.

**Match Requirement**

No match will be required as we are proposing to work with multiple designated rural communities where the 10% match is waived.

BRPC
Berkshire Regional Planning Commission

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**tMVP FY27 & FY28 Proposed Project**
**Western Massachusetts Unpaved Roads Project Phase II Summary**

The proposed Western Massachusetts Unpaved Road Project-Capacity Building is a two -year collaborative effort between the Berkshire Regional Planning Commission (BRPC)and the Pioneer Regional Planning Commission (PVPC), and western Massachusetts municipalities that builds upon the previous FY25 MVP Regional Action Grant, *Western Massachusetts Unpaved Roads – Climate Resiliency Project* which added climate resiliency to the Unpaved Roads Stormwater Management Toolkit. This Toolkit is a resource to Highway and Department of Public Works staff, Town Administrators, and town and regional planners to help "Keep the Road on the Road". By examining how stormwater flows over a variety of unpaved road conditions, this toolkit helps to identify which best management practices should be implemented to improve the unpaved roads in the face of climate change, reducing erosion, pot-holes and wash boarding and reducing the cost of maintenance and volume of gravel needed to maintain the unpaved roads. The *Western Massachusetts Unpaved Roads Phase II* project has three overarching goals:

(1) Support DPW staff in the partnering towns as they implement the *Unpaved Roads Stormwater Management Toolkit* to identify best management practices to improve climate resilience on priority unpaved road segments.

(2) Provide networking opportunities for DPW staff to better understand each of the recommended BMPs and gain insight and tips for implementation.

(3) Provide free in-the-field demonstrations and workshops for municipal staff to increase their capacity to develop and maintain climate-resilient unpaved roads in their communities.

**Town Commitment**
This project will require the commitment of at least one DPW staff person to work with BRPC staff over the two-year project period on the following tasks:

(1) Review the draft vulnerability map which highlights unpaved road segments that are vulnerable to climate change. Correct any map errors including identify roads which are no longer unpaved and provide input on the identified vulnerable segments.
(2) Identify 3 – 5 top priority roads that are the greatest concern and identify the key road segments which should have field assessments completed.
(3) Work with BRPC staff to complete field assessments on 1-3 priority segments
(4) Work with BRPC staff to compile best management practices recommendations for each of the priority segments using the observations from the field assessments. Identify one priority segment to be developed into DOT Unpaved Road grant applications
(5) Attend at least one free trainings and visit demonstration sites.
(6) Attend virtual networking events (2 - 4 each project year) to share knowledge of what has worked, what hasn't.

(7) Review draft of BRPC Unpaved Road Assessment technical memorandum that outlines the recommendations for priority road.

Projected approximate time commitment over two years: 40 – 60 hours

**Town Benefits**

- Provides an Unpaved Road Assessment report for priority vulnerable unpaved road segments developed in partnership with DPW staff.
- Provides Professional Development for DPW staff to support improving the climate resiliency of the town's unpaved roads.
- Prepares 1 – 2 priority unpaved road segments for submittal to unpaved road funding opportunities.
- Identifies ways that unpaved roads can be improved to reduce overall maintenance and material costs.

**Match Requirement**

No match will be required as we are proposing to work with multiple designated rural communities where the 10% match is waived.