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SAVOY SELECT BOARD MEETING
SAVOY TOWN HALL
July 28, 2026

MINUTES

Select Board Members Present: Justin Kaczowski, Brenda Smith, Marie Saucier
Others Present: Kurtis Durocher, Chad Wagenknecht, Kim Ostrobinski, Robert Maynard, Alana Boyd, Arthur Brandon

The meeting was called to order at 5:00pm by Justin Kaczowski; seconded by Marie Saucier.

Marie Saucier made a motion to accept the July 14, 2026, Select Board minutes; seconded by Brenda Smith; unanimous. Vote: 3-0-0.

PUBLIC COMMENT:
Residents from Harrington Road made a complaint to the Select Board regarding the Second Chance Compost site on Route 116. Residents expressed multiple concerns over:

- Coyotes, bear, fox, and multitude of crows visiting the compost piles and are now a nuisance in the neighborhood as they are coming on adjacent properties looking for food sources.
- The smell is overpowering and obnoxious. Residents are unable to sit outside or have windows open because of the smell. The quiet enjoyment of their home life is being affected.
- Garbage is being dumped very close to the river edge and is left for days until it is dealt with.
- Attracting rodents.

They have contacted Representative John Barrett and Nick Anderson, Executive Office of Environmental Affairs (EOEA) to relate their concerns over the compost site. EOEA is investigating the dumping proximity to the river. The Select Board stated that the Town Board of Health Agent inspected the site last summer and stated there were no BOH codes being violated. The site is licensed through MassDEP and must comply with state regulations and guidelines. There are no Savoy bylaws on composting sites in Town. The Select Board will contact the Savoy Conservation Commission to look into the matter.

COMMITTEE REPORTS:

Finance Committee: Kathy Luczynski, Chair

- The FY26 Transfer funds request submitted by the Finance Committee was reviewed by the Select Board; it was noted that the July 15th deadline was not met because of short turnaround time; it is unknown if there will be consequences for late signing although none is anticipated.
  - Brenda Smith questioned the overage for the Veteran's account; Kurtis Durocher stated it was most likely Veterans Benefits. Kathy will contact Kurtis for more accurate budgeting for next fiscal year.
- Marie Saucier motioned to sign the request for transfer of funds; seconded by Brenda Smith; unanimous. Vote: 3-0-0.

Ad Hoc Committee: Kathy Luczynski: Best Practice Grant Operations Assessment

- The Collins Center is in the process of setting up communications with the Towns IT service, to evaluate the Town SharePoint site for interdepartmental communications. Kathy noted the deadline for expending grant funds is November.
- The Disaster Recovery Continuity Plan needs to be updated; Kathy will coordinate with the Select Board Administrative Assistant to set a date and time.

Pilot Funds Listening Session: Kathy Luczynski

- Kathy attended a recent listening session with state officials regarding state reimbursed PILOT funds for state owned land. The key take away was the state is aware and understands the burden placed on Towns with high amount of state-owned land receiving a low reimbursement rate and is looking at options and ways to increase it. 53% of Savoy is State owned land.
- Kathy also noted that properties in Chapter 61 tax status don't generate much income for the Town, she will request a report from the Assessors to know the exact dollar amount.

DEPARTMENT REPORTS:

Highway Department: Job Interview, Arthur Brandon

- The Select Board reviewed the job application for Arthur Brandon who applied for the job opening for Operator/Mechanic. The Select Board asked several questions, and the responses were acceptable to the Select Board. The applicant meets all licensing requirements.
  - Marie Saucier motioned that upon favorable reference checks with previous employers to hire Arthur Brandon for the Highway Department Operator/Mechanic position; seconded by Brenda Smith; unanimous. Vote: 3-0-0.

Highway Department: Jon Choquette

- Highway Superintendent is waiting on Milton-Cat for pricing on attachments for grader which will likely be over the allotted grant funds available, the remaining funds will come out of Chapter 90 funds.
- The Town of Windsor has donated a tractor with a roadside mower attachment to the Savoy Highway Department. Savoy has let Windsor borrow the hotbox.
- The Town of Windsor also has a truck for sale that Savoy Highway is interested in.

- The Chapel Road culvert project is being held up by Eversource; power lines need to be moved to make way for a 60' crane that needs to be set up on site. Jon expressed concerns over the project starting to close to the winter months and the potential impact on plowing.
- Jon will contact FRCOG for an update on previous requests for needed material.

Treasurer: Hill Law Agreement

- The Select Board reviewed a proposed agreement between the Savoy Treasurer and Hill Law regarding collection of delinquent real estate taxes.
    - Justin Kaczowski motioned to allow the Town Treasurer, Ben Gelb, to execute signing the agreement between the Town of Savoy, Treasurer and Hill Law; seconded by Brenda Smith; unanimous. Vote: 3-0-0.

BUSINESS TOPICS:

Veterans Services: Kurtis Durocher

- Information was presented to the Select Board on the Massachusetts HERO Act clauses 22I and 22J that would provide property tax relief to Town Veterans if adopted by the Town. Each clause was explained to the Select Board with the pros and cons of each.
- The Select Board inquired what other Towns' actions have been. Kurtis responded that on a Statewide level, municipalities adopting either or both clauses are only covering a percentage not 100%, recognizing the impact it has on Town budgeting.
- The Select Board said the decision to adopt would have to go before the residents at an Annual Town Meeting to let the people decide.

Water Policy: Review & Sign

- The newly adopted Water Policy was placed on Town letterhead and signed by the Select Board. Copies of the Water Policy will be sent to:
    - Massachusetts Department of Conservation and Recreation
    - Massachusetts Division of Fisheries and Wildlife
    - Massachusetts Department of Agricultural Resources
    - Berkshire Regional Planning Commission
    - Savoy Conservation Commission

Management Policy: Savoy Fire Department & Hilltown Hose Company-Review & Sign

- Marie Saucier met with Fire Chief and Hilltown Hose Company at the Fire House to review Fire Department assets vs. Hilltown Hose Company assets. Upon review there were duplicate assets listed. Hilltown Hose Company will formally donate the said items to the Town.
- There is a locked room in the Fire House that is leased by BMI/UMASS; it is unknown if these entities have been paying Hilltown Hose Company for the rented space or utility usage. Brenda Smith will inquire with past administrators of the Town to determine if a contract was signed and what the terms are.
- The Town will inquire with MIIA Insurance if events hosted by the Hilltown Hose Company are covered by Town insurance or if they are required to obtain their own insurance. Specific events are the drive-through spaghetti dinner and craft fair.

- Once answers are obtained by MIIA insurance regarding overage the management policy will be finalized.

Cordless Phone Request: Highway Department & Town Clerk

- The Highway Department and Town Clerk requested to get a cordless phone.
  - The Select Board determined the Highway Department should get at cordless phone to have downstairs in the garage in addition to the one in the office. They determined the Town Clerk does not need one. The Select Board Administrative Assistant will contact IT to inquire on purchasing a cordless phone for the Highway Department.

Select Board Items:

- The Transfer Station requested surveillance cameras be installed to curb illegal dumping. The Select Board had questions:
  - How often is illegal dumping occurring and is it the same people all the time?
  - How would enforcement work- Fines and/or banishment? Who would be responsible for the enforcement?
  - How would a surveillance system work as there is no internet access at the Transfer Station?
  - It is mandated through the National Defense Authorization Act that a municipal camera system be purchased through a verified vendor and must be NDAA compliant. The cost of an NDAA compliant camera system that is accessible offline would be approximately $5,000-$8,000.
  - Marie Saucier motioned to table the discussion; seconded by Brenda Smith; Justin Kaczowski recused. Vote: 2-0-1.
- It is mandatory for Town buildings to have an AED's (Automated External Defibrillator) unit accessible. The existing unit at the Town Office has expired and Fire House uses a specialized unit; it will cost an estimated $10,500 to purchase new units for the Town Office, Fire Department, Highway Department and Elementary School. Marie Saucier will attempt to seek out grant opportunities to cover the expense.
- Appointment papers were filled out by the Select Board and signed for the following:
  - Building Inspector 1 year
  - Chief of Police 1 year
  - Conservation Commission 1 year
  - Electrical Inspector 1 year
  - Deerfield River Wild & Scenic 1 year
  - Deerfield River Wild & Scenic-Alt 1 year
  - Finance Committee 3 year
  - Finance Committee 1 year
  - Fire Chief 1 year
  - Fire Warden 1 year

- Forest Warden 1 year
- NBSW Management Commission 1 year
- Plumbing/Gas Inspector 1 year
- Town Counsel 1 year
- Treasurer 1 year
- Wild & Scenic Westfield River 1 year
- Zoning Board 1 year

The signed appointments will be given to the Town Clerk to contact people for swearing in.

Correspondence:

- Marie Saucier made a motion to allow Justin Kaczowski to sign the Inter-Municipal Agreement to continue business as usual with The Town of Clarksburg to process and manage shared employees and benefits for the Savoy Elementary School.
- An email was received by Massachusetts Emergency Management Agency (MEMA) that Savoy has been selected to receive support in generating and/or updating the Town's Hazard Mitigation Plan. Select Board authorized the Select Board Administrative Assistant to contact and coordinate with Jamie Caplan Consulting to proceed with updating the Savoy Hazard Mitigation Plan.

Adjourn Meeting: Justin Kaczowski motioned to adjourn the meeting; Marie Saucier seconded; unanimous. The meeting was adjourned at 6:18pm.

APPROVAL DATE: 8/11/27

Justin Kaczowski, Chair

Marie E Saucier

Marie Saucier

Brenda Smith

Submitted by: Colleen Gibeau, Select Board Administrative Assistant