

STEPHEN C. BANNON
CHAIR

EDWARD ABRAHAMS
WILLIAM COOKE
KATE BURKE
LEIGH DAVIS



Town Hall, 334 Main Street
Great Barrington, MA 01230

(413) 528-1619 x2
Fax: (413) 528-2290
www.townofgb.org

TOWN OF GREAT BARRINGTON MASSACHUSETTS

SELECTBOARD

AGENDA

SELECTBOARD SPECIAL MEETING


TOWN HALL

334 MAIN STREET

MONDAY, DECEMBER 2, 2019

6:00 P.M.

- I. 6:00 PM Call to Order.
- II. Open Session.
- III. Joe Wilkinson Excavating Inc./Ken Drucker - Driveway Permit Application for 102 Castle Hill Ave. (Discussion/Vote)
- III. SB – Continuation of Goal Setting Meeting. (Discussion/Vote)
- IV. Citizen Speak Time.
Citizen Speak Time is an opportunity for the Selectboard to listen to our residents. The Board will not engage in a conversation, and items of particular concern or importance may be placed on the Board's future agenda.
- V. Media Time
- VI. Adjournment.



Mark Pruhenski, Town Manager

Pursuant to MGL. c. 30A sec. 20 (f), after notifying the chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body, or may transmit the meeting through any medium. At the beginning of the meeting, the chair shall inform other attendees of any such recordings. Any member of the public wishing to speak at the meeting must receive permission of the chair. The listings of agenda items are those reasonably anticipated by the chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Town of Great Barrington

Form date: August 2015

Selectboard

Paid check #: 7839
copy

Fee \$50.00

Application for Access to a Public Way / Driveway Permit

Number _____

INSTRUCTIONS

RETURN FIVE (5) COPIES OF THIS FORM AND ALL ACCOMPANYING PLANS, ALONG WITH THE \$50.00 FEE to the Department of Public Works office in Town Hall, 2nd Floor, 334 Main Street, Great Barrington, MA 01230. Plans must show the location of the driveway on the property and must also indicate all details needed in order to determine that driveway regulations are met, including paving material, width, grade, drainage, culverts, angle to street, etc. See Chapter 153 of the Town Code for driveway regulations.

Application Date 10/28/2019
Name of Applicant / Property Owner JOE WILKINSON EXCAVATING INC / Ken Drucker
Mailing address 1551 BOARDMAN ST SHEFFIELD, MA. 01257
Phone number 413-229-7711
Location of proposed driveway / highway entrance 102 CASTLE HILL AVE GT. BARRINGTON
Contractor who will perform the work JOE WILKINSON EXCAVATING, INC
Address & phone number of contractor 1551 BOARDMAN ST SHEFFIELD, MA. 01257
Proposed construction date _____
Type of driveway (gravel, asphalt, etc.) GRAVEL & ASPHALT APRON

Print Form

Submit five (5) copies of completed form and plans.

Applicant hereby agrees to notify the Great Barrington DPW Superintendent of the date and time of driveway construction at least 24 hours before construction is begun. Applicant further agrees to conform to all requirements of the Town of Great Barrington regulations governing access to public ways and to all conditions that may be placed on this permit. See Chapter 153 of the Town Code for regulations and design requirements.

Applicant's Signature: Joseph Kilkenny

FOR STAFF USE ONLY

RECOMMENDATION OF DPW / HIGHWAY SUPERINTENDENT

After consultation with review staff, and after full consideration of the application and the applicable requirements, I recommend that this application be:

- () approved as submitted
- (X) approved with conditions attached
- () disapproved for reasons attached
- () resubmitted with changes suggested per attached

Staff Reviews Received:

	Received	Conditions Recommended	Other Permits Required
Conservation:	(X)	()	()
Fire Chief:	(X)	()	()
Planning:	(X)	(X)	()

PERMIT FOR ACCESS TO A PUBLIC WAY / DRIVEWAY

Pursuant to its vote of _____ in favor and _____ opposed, at its meeting on _____, the Great Barrington Selectboard granted permission to construct or alter this access to a public way at the address and in the location indicated in this application, in accordance with the plans accompanying this application, and subject to any conditions attached.

For the Selectboard: _____, its _____ (signature) (title) (date)

Pete Soules
Highway-Facilities Superintendent

E-mail: psoules@townofgb.org
www.townofgb.org



20 East Street
Great Barrington, MA 01230

Telephone: (413) 528-2500
Fax: (413) 528-2290

TOWN OF GREAT BARRINGTON MASSACHUSETTS

Department of Public Works
Highway Division

Conditions on Application for Access to Public Way

Applicant: Joe Wilkinson Excavating/Ken Drucker
Location: 102 Castle Hill Ave
From: Pete Soules Highway Superintendent
Date: November 21, 2019

1. The applicant shall construct the proposed access to conform to the following applicable criteria listed under **Section 153-14, Design requirements** of the Town of Great Barrington Code:
 - B. Driveway location as shown on the attached plan is acceptable, with regards to alignments with the way, profile, sight distance conditions and not located at the extreme edge of the property.
 - C. No more than two (2) driveways shall normally be allowed for any property, unless there is a clear necessity for more.
 - D. Driveways shall not normally be approved at intersections, because of potential safety hazards.
 - E. Culverts taking the place of roadside ditches shall have a diameter of not less than 15" (*A culvert is not required at this location*)
 - F. Entrance elevation at the point of entry into the public right-of-way shall be no more than the elevation of the shoulder of the road.
 - G. Driveways should be so constructed that water from the driveway shall not drain onto the crown of the road.
 - H. In no instance shall the edge of the driveway entering onto the road conflict with the flow of surface water runoff.

- I. Driveway width shall not be less than 8-feet or more than 16-feet within the town right-of-way. Any curb at the entrance shall be rounded off with a radius of three (3) feet. **As shown on attached plan 20 x 24**
 - J. Pitch of driveway shall be downward from the edge of the road to sideline of the town right-of-way or front property line.
 - K. Driveways should be located to the best advantage with respect to the alignment with the way, profile and sight distance conditions. In no instance shall a driveway intersect the way at less than a sixty degree angle. Unless there is no alternative, a driveway should not be located within a required side yard.
 - L. No permit shall be issued for any driveway to a structure or proposed structure on a grade in excess of ten percent (10%) above the road or street level until and unless the applicant submits plans to the Highway Superintendent showing that the driveway will be constructed in a such a way so as not to discharge water, stones or other materials onto any public street, road or highway.
2. Install a paved driveway apron in accordance with the following requirements:
 - A. Apron dimensions: Width = 22-feet maximum along the roadway which includes a 3-foot radius curb on each side. Length = 5-feet minimum from edge of roadway.
 - B. Place 3-inches of bituminous concrete on 12-inches of compacted gravel.
 - C. Place asphalt tack coat along the edge of the road where the apron meets the edge of the existing pavement.

The applicant agrees to notify the Highway Superintendent (528-2500) at least 48 hours prior to the installation of the paved apron.

3. Should there be, after completion of the driveway, discharges of water, stones, or silt onto the public way or onto property of any abutters or neighbors, the property owner shall take whatever steps are necessary to eliminate such discharges.
4. The applicant shall maintain the proposed access to conform to the following applicable condition listed under **Section 153-17, Continuing responsibility of owners**, of the Town of Great Barrington Code:

Abutting property owners shall be responsible for keeping culverts under their driveways cleared and for maintaining driveways in condition conforming to the requirements of the permit.



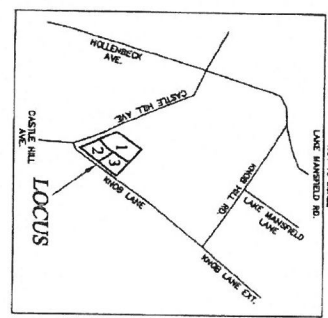
102 Castle Hill Ave
Looking South



102 Castle Hill Ave
Looking North

UNLESS OTHERWISE NOTED HEREON, THE SHARPE PLAN SHALL NOT BE USED FOR ANY PURPOSES OTHER THAN THAT FOR WHICH IT WAS PREPARED. THE SHARPE PLAN IS NOT TO BE USED FOR ANY PURPOSES OTHER THAN THAT FOR WHICH IT WAS PREPARED. THE SHARPE PLAN IS NOT TO BE USED FOR ANY PURPOSES OTHER THAN THAT FOR WHICH IT WAS PREPARED.

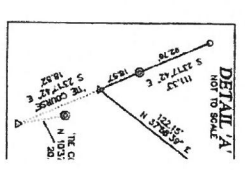
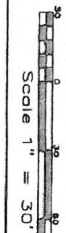
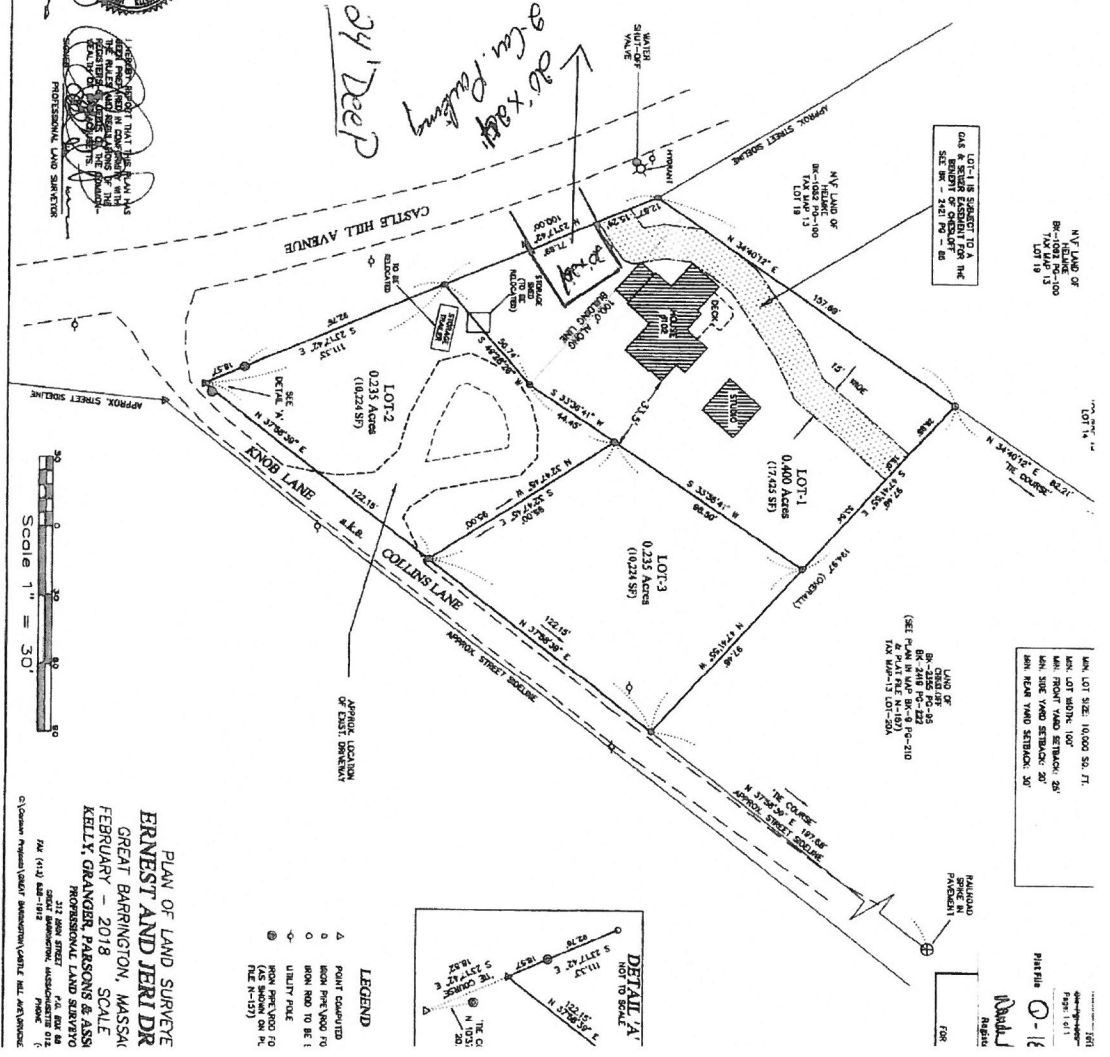
RECORD OWNER: STREET AND JOB NUMBER
 LOCUS BLDG. A PORTION OF BK - 240 PG - 232
 PROPERTY ADDRESS: 102 CASTLE HILL AVENUE
 TOWN OF GREAT BARRINGTON ASSASSON MAP-13 LOT-20



APPROVAL NOT REQUIRED UNDER THE
 SUBDIVISION CONTROL LAW
 GREAT BARRINGTON PLANNING BOARD
 CHAIRMAN
 2/8/18



I HEREBY CERTIFY THAT THE PLAN HAS BEEN PREPARED IN COMPLIANCE WITH THE REQUIREMENTS OF THE MASSACHUSETTS SUBDIVISION CONTROL LAW AND THE PROFESSIONAL LAND SURVEYOR.



- LEGEND**
- ▲ POINT CALICATED
 - BORN PER-UND TO
 - BORN AND TO BE I
 - ⊙ UTILITY PIPE
 - ⊙ BORN PER-UND TO (AS SHOWN ON PL. FILE M-103)

PLAN OF LAND SURVEY
 ERNEST AND JEROLD
 GREAT BARRINGTON, MASSACHUSETTS
 FEBRUARY - 2018 SCALE
 KELLY, GAUGER, PARSONS & ASSN
 PROFESSIONAL LAND SURVEYORS
 126 (112) 448-1912
 2017 REGISTRATION NO. 10000
 2017 REGISTRATION NO. 10000

Jackie Dawson

From: Chris Rembold
Sent: Thursday, November 7, 2019 10:29 AM
To: Jackie Dawson; Pete Soules; Charles Burger; Great Barrington Conservation Commission; Sean Van Deusen
Subject: RE: Driveway Application for 102 Castle Hill Avenue

This proposed 20 foot wide driveway is wider than the bylaw allows. See 153-14, I:

"Individual driveways should not be less than eight feet nor more than 16 feet in width within the Town right-of-way. Any curb at the entrance shall be rounded off with a radius of three feet."

If the proposal is changed and meets the bylaw, then I would have no problem with it.

If I recall correctly, the site might slope down to the street a little, so care should be taken to control runoff into the street.

Chris

Christopher Rembold, AICP
Assistant Town Manager / Director of Planning and Community Development
Town of Great Barrington
(413) 528-1619, ext. 103

From: Jackie Dawson <jdawson@Townofgb.org>
Sent: Thursday, November 7, 2019 10:19 AM
To: Pete Soules <PSoules@Townofgb.org>; Chris Rembold <crembold@Townofgb.org>; Charles Burger <cburger@Townofgb.org>; Great Barrington Conservation Commission <conservation@townofgb.org>; Sean Van Deusen <svandeuken@townofgb.org>
Subject: Driveway Application for 102 Castle Hill Avenue

Please see attached memo and application.

Jackie Dawson
Administrative Assistant
Town of Great Barrington
334 Main Street
Great Barrington, MA 01230
(413)528-0867
jdawson@townofgb.org

Jackie Dawson

From: Charles Burger
Sent: Thursday, November 7, 2019 12:28 PM
To: Jackie Dawson
Cc: Pete Soules; Chris Rembold; Great Barrington Conservation Commission; Sean Van Deusen
Subject: Re: Driveway Application for 102 Castle Hill Avenue

No FD issues. -Charlie

Sent from my iPhone

> On Nov 7, 2019, at 10:19 AM, Jackie Dawson <jdawson@townofgb.org> wrote:

>

> Please see attached memo and application.

>

> Jackie Dawson

> Administrative Assistant

> Town of Great Barrington

> 334 Main Street

> Great Barrington, MA 01230

> (413)528-0867

> jdawson@townofgb.org

>

Superintendent



Town Hall, 334 Main Street
Great Barrington, MA 01230

E-mail:svandeusen@townofgb.org

www.townofgb.org

Telephone: (413) 528-0867

Fax: (413) 528-2290

**TOWN OF GREAT BARRINGTON
MASSACHUSETTS**

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

Date: November 7, 2019

To: Sean VanDeusen, DPW Superintendent
Peter Soules, Highway Superintendent
Christopher Rembold, Town Planner
Shep Evans, Conservation Commission Agent
Charlie Burger, Fire Chief

*No Wetlands
or Scenic Mountain
jurisdictional
interest.
Shep Evans
Conservation Agent
11-15-2019*

From: Jackie Dawson, Administrative Assistant

Re: Driveway Permit Application for
Name: Joe Wilkinson Excavating Inc./Ken Drucker
Location: 102 Castle Hill Avenue

Please find a Driveway Permit application and corresponding documents for the property listed above in your mailbox. Please review and comment at your earliest convenience. We would like to place this permit on the Selectmen's Agenda for November 18, 2019, and need all recommendations back by November 13, 2019.

Thank you,
Jackie

#	PROJECT/TASK <small>UPDATED: 11-29-19</small>	RATED 1-3 & LONG-RANGE	RESPONSIBLE DEPT.	COMMENTS/UPDATES	STATUS
1	5G Technology	LONG-RANGE	Planning/SPM	Report provided to the PB. SPM will work on presentation to SB at a later date.	WIP
2	ADA Committee/Disability Related Issues	1	TM/BLDG	Commission formed. Seeking one additional member at this time.	Completed
3	Affordable Housing (Market Rate/Working Class)	2	AHTFB	FY21 CPA applications moving through the process at this time.	WIP
4	Ambulance Service Study	LONG-RANGE	Fire Dept.	Chief Burger is working with SBVAS/Fairview/REPC to evaluate next steps/study.	
5	Business Improvement District		EDC	Economic Development Committee task?	
6	CodeRED Protocols	1	TM/EMD/FIRE/PD/BOH/DPW	Updated on 6-11-19 and effective on same. Outreach ongoing	Completed
7	Columbus Day/Indigenous Peoples' Day	LONG-RANGE	TM	Proclamation approved by SB	Completed
8	Committee Charters- Mtg. of Chairs		SPM	SPM is working on this and will report back at a later date.	WIP
9	Conservation Fund for Land Purchases	2	Con-Com	FY21 discussion. CPA application IP. Request for add'l funding forthcoming.	WIP
10	Cook's Garage Property	1	TM/Treasurer-Coll.	Tank removals completed and building is secured at this time.	WIP
11	Cottage Street Bridge	1	TM/DPW	Awaiting TIP funding. Held neighborhood meeting on 9-16-19. 5-yr timeline	
12	Court House Improvements	1	TM/DPW	Meeting with court reps on quarterly basis. Carpeting/bathrooms are priority	WIP
13	Econ. Dev/Small Biz Assistance	LONG-RANGE	EDC	EDC formed on 6-12-19	WIP
14	Elevator Repairs	3	DPW	Estimated at \$110-120k. Bid specs in process for FY21 capital budget	
15	Email Signatures for staff and SB		TM/IT Director	Standardized email signature for all gb.org accounts in place. Desktop only.	Completed
16	EV Charging Station	2	Sustainability Com/SPM	SPM is working with Sustainability Com. Proposed locations: TH/Taconic Lot	WIP
17	Fire Department Study	2	TM/Fire Dept.	Chief Burger is implementing some recommendations now.	
18	Fire Station- Castle St. (lease status and surplus items)	1	ALL DEPTS/DPW	Building cleared on 11-20-20. Equip. storage only at this time.	WIP
19	Fire Station Easement- Telephone Pole/utility	3	TM/DPW	Working with DPW Superintendent, N-Grid, and Property Owner	
20	Forensic Audit	1	TM/Finance Director/Treas	Should be completed shortly after Dec. 2nd tax bill due date	WIP
21	Grove Street Property	1	TM/Treasurer-Col/DPW	Vacant on 6-15-19- Neighborhood meeting held on 9-16-19. On 12-9-19 Agenda	WIP
22	Hosting Community Discussions w/BRIDGE		TM	Awaiting proposal from BRIDGE.	
23	Hous. Com. Center (updates/conf. room/grants)	LONG-RANGE	TM/DPW	Green Com. Competitive grant IP for 2020. Insulation/LED's/HVAC Controls	WIP
24	Hous. School- Updates	1	TM/Planning/EDC	Community meeting held 9-10-19. EDC rec. rec'd. On 12-16-19 Agenda	WIP
25	HR Director (Shared Position?/Shared w/BHRSD?)	2	TM	TM will reach out to BHRSD and BRPC to gauge interest in a shared pos.	
26	Inclusiveness/Diversity (Town Hall/Town-wide)	1.2.3	TM	Translation tablets @ all town bldgs in coming weeks. Training for staff in 2020	WIP
27	Joint Meetings w/Planning Board	1	TM	Regular meetings held every other month.	WIP
28	Lake Mansfield Road	1	Task Force/Planning/DPW	SB vote to close long-term. Paved/single-lane within weeks. Planning phases next	WIP
29	Licensing Board	1	TM/SPM	1-day wine/malt, vending, entertainment, auto sales, annual renewals	
30	Marijuana Lic. Limits- Marijuana Revenue	1	SB/TM	12-16-19 Agenda topic	WIP
31	Marketing to young families	LONG-RANGE	EDC/Planning Dept.		
32	Master Plan Review w/PB	2	Planning Dept.	Schedule for 2nd mtg. of the SB/PB	
33	Neighborhood Meetings	1	TM	Cottage, Grove, and Housatonic meetings held. Resume in spring?	WIP
34	Open Mtg/Public Records training for boards	1	TM/Town Clerk	No state trainings available. KP Law may be able to provide. TC will report back soon	
35	Parking Concerns- RFP	2	TM/Planning Dept.	Update of parking map in the works reflecting changes post June 2019 construction	
36	Personnel Policy/Manual	1	TM/Treasurer-Coll./Fin. Dir.	Labor Atty. Working on draft. Funded through grant. Neg. w/unions ongoing	WIP
37	Privacy Issues in Town Hall Offices	1	TM/DPW	Addressed by office move with Town Clerk and Assessor	Completed
38	Reid Cleaners Property	1	TM/Planning Dept.	Info session held for November 25, 2019. EPA Grant application IP	WIP

39	Rest of River Status	LONG-RANGE	Planning Dept./TM	Ongoing Litigation- SB updated at recent Exec. Session	WIP
40	SB Meetings in Housatonic	3	TM	Resume in Spring after Basketball season. Procuring sound system.	
41	Selectboard Policies	1	TM/SB	Approved in July. Working document. Awaiting Social Media policy.	Completed
42	Senior Work-off Program (Re-boot)	1	TM	New forms, SWO member assigning tasks and working closely w/Seniors	Completed
43	Sewer Rate Study	2	DPW/TM	Dec. 4th meeting w/DPC Engineering to discuss next steps	
44	Short-term Rental Regulations	2	SB/TM/Planning Bd.	On Agenda for Dec. 9th SB/PB meeting	
45	Sign Zoning (+Banners)				
46	Standardize hours for Town Hall	1	TM	8:30--4:00 M-F Full time staff on until 5:00	Completed
47	Table for Board Meetings (Replace rectangle table?)	2	TM	BBE seeking appropriate table and providing options. Sound system quote	
48	Town Counsel Policy (on use/access/etc.)	1	TM	SB Policies and Procedures approval on 7-22-19	Completed
49	Town Meeting(s) Schedule (2-night?)	1	TM/SB/Planning Bd	2-Night ATM schedule approved by SB w/input from PB and Moderator	Completed
50	Trip Hazards Main Street	1	DPW	Proposal \$350k. Will seek funding for a portion (FY21)and work on bal. over time.	WIP
51	Trust Policy (post/re-visit)	1	TM	Posted on SB page of website	
52	Water Bottle Ban/Water in Public Buildings	1	TM	Water Stations installed and functional. Ban in full effect 11/1 Water bottles in 3 locations	Completed
53	Water Systems Study	1	TM/DPW	Funding to be included in FY21 for a comprehensive study	
54	Website	LONG-RANGE	IT Director/Town Clerk		
55	Website Designate as Posting Board (Agendas)		Town Clerk	SB vote needed. Letter to AG signed by SB on 12-9-19 Agenda	WIP
56	Website URL- (.gov email addresses)	1	IT Director	Office of Information, Integrity and Access (GSA) working towards togbma.gov	WIP
57	Zoning Enforcement		BLDG. DEPT	Active enforcement of zoning issues and signs	
58	Downtown (Pride/energy/marketing/entertainment)				
	Completed Items noted in Green	SPM= Special Projects Manager	TM= Town Manager		
	Items in-process noted in Yellow	SB= Selectboard	EDC= Econ. Dev. Committee		