



Select Board

21 State Line Road, West Stockbridge, Mass. 01266

Tel. (413) 232-0300 x319

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E-mail: admin@weststockbridge-ma.gov

Select Board Meeting

Wednesday, April 24, 2024

21 State Line Road, West Stockbridge
And Zoom

At 6:00 PM

Open Meeting

1. Approve Minutes from April 3, April 9 and April 11, 2024
2. Citizen Speak Time
3. Discussion/Business/Action items:
 - Appointment of Kelli Bradbury to Parks & Recreation Committee – Joe Roy
 - Parks & Recreation Committee update on Pavillion Requests – Joe Roy
 - Farmer's Market Entertainment License – Lily Thorne Davenport
4. Select Board Speak
5. Adjourn open session
6. Roll Call vote to enter into executive session and not return into Open Session.

Anticipated executive session in accordance with G.L. c. 30A, §21(a)(2), to conduct strategy sessions in preparation for negotiations with nonunion personnel (Police Chief)."

7. Adjourn

You are invited to a Zoom webinar.

When: Apr 24, 2024 06:00 PM Eastern Time (US and Canada)

Topic: SB Mtg

Please click the link below to join the webinar:

https://us06web.zoom.us/j/88608519433?pwd=gUFsKHzhI1yhGP_QMLITcQ4evLwjzA.77QcNNS12CKp0gEF

Webinar ID: 886 0851 9433

Passcode: 215244

Telephone: +1 646 558 8656 US (New York)

**TOWN OF WEST STOCKBRIDGE
COMMUNITY PRESERVATION COMMITTEE
APPLICATION FOR CPA FUNDING**

Date Received (office use only) _____

Applicant Name: West Stockbridge Parks & Recreation

Project Name: Town Pavilions

Project Address: TBD - Card Pond/Town Hall

Contact Person: Joe Roy

Title: Clerk

Phone No.: 413-841-5004

E-Mail: weststockbridgeparks@gmail.com

Brief Project Description (Attach up to one additional page if necessary)

Amount of CPA funding to be requested: C. Pond \$30,000 / T. Hall

The property is current with all payments to the town (taxes, water/sewer bills, etc.): Yes

Property Owner:

Owner's Name: Town of West Stockbridge

Owner's Address: 21 State Line Rd. West Stockbridge, MA 01266

Phone No.: 413-232-0300 E-Mail: clerk@weststockbridge-ma.g

If the Owner is different from the Applicant, you must include a letter signed by the Owner giving permission to apply for funds for the specified project on the Owner's property.

In the following chart, mark the box(es) which best describe your project.

Boxes indicating "NO" are not CPA eligible activities.

Application Form

Allowable Uses Chart Check applicable category to the right.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
Definitions (G.L. c. 44B, §2)	Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, fresh and salt water marshes and other wetlands, ocean, river, stream, lake and pond frontage, beaches, dunes and other coastal lands, lands to protect scenic vistas, land for wildlife or nature preserve and land for recreational use	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town.	Land for active or passive recreational use including, but not limited, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low- and moderate-income individuals and families, including low or moderate income seniors. Moderate income is less than 100%, and low income is less than 50% of US HUD Area Wide Median Income.
ACQUISITION Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L.c. 44B.	YES	YES	YES	YES
CREATION To bring into being, or cause to exist. <i>Soteman v. City of Newton</i> , 452 Mass. 472 (2007)	YES	NO	YES	YES
PRESERVATION Protect personal or real property from injury, harm or destruction.	YES	YES	YES	YES
SUPPORT Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing or to entity that owns, operates or manages such housing, for the purpose of making housing affordable.	NO	NO	NO	YES, INCLUDES FUNDING FOR COMMUNITY'S AFFORDABLE HOUSING TRUST.
REHABILITATION AND RESTORATION Make capital improvements, or extraordinary repairs to make assets functional for intended use including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties.	YES, IF ACQUIRED OR CREATED WITH CP FUNDS.	YES	YES	YES, IF ACQUIRED OR CREATED WITH CP FUNDS

**TOWN OF WEST STOCKBRIDGE
COMMUNITY PRESERVATION COMMITTEE
APPLICATION FOR CPA FUNDING**

Date Received (office use only) _____

This application contains thirteen (13) questions which must be answered by ALL applicants. Category specific projects must also answer the specific category sections provided. If your project can be categorized into multiple CPA categories, you must provide responses to ALL pertinent category specific questions.

You may attach additional sheets as necessary to answer the numbered questions. Please clearly organize and mark your additional sheets for the Committee's review with your project name, contact information, and headings indicating which questions and category of project you are referencing in your narrative sheets. Please include page numbers.

Card Pond/Town Hall

Address: _____

Map N/A Lot N/A

Deed Book/Page N/A / N/A

1. Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

2. Project Budget (list all sources and uses, including grants, fundraising, etc.)
Attach additional budget sheets or project budget, as necessary. Include project management, oversight, engineering, and administrative costs that may be incurred.

3. Timing of funds: Describe when CPA Funds and other funding sources are to be received.

4. Proposed use or Deed Restrictions after Project Completion (in accordance w/CPA rules):

5. Describe the project team:

6. Additional information: Attach, as necessary material including photographs, maps, letters of support, feasibility studies, ownership letters or site control verification, engineer, or architect drawings.
For Historic Preservation projects, if the project is not state register listed, the applicant must provide a letter from the Historical Commission which details the significance of the project to West Stockbridge's history, culture, architecture, or archeology.
7. In what way is CPA Funding a catalyst for leveraging other funding sources?
8. What is the breadth of impact on the lives of the citizens of the Town?
9. What is the economic benefit to the Town?
10. What is the long-term benefit to the Town?
11. What is the long-term cost to the Town if action not taken?
12. What is the urgency of the project?
13. Explain any other factors which may be relevant to your specific project.

COMMUNITY HOUSING PROJECTS

(Only Community Housing projects must fill out this section)

1. Please explain how this community project meets CPC goals, and goals expressed in other community planning documents.

2. Please identify Affordability level(s):

_____ % of area median income	no. of units _____
_____ % of area median income	no. of units _____
_____ % of area median income	no. of units _____

3. Please describe any additional aspects to the project, including existing site conditions, remediation, permitting, zoning regulations, whether it is the adaptive reuse of an existing building or site, whether the site is close to the community services (such as schools or transportation) etc. and how your project will address these:

HISTORIC PRESERVATION PROJECTS

(Only Historic Preservation projects must fill out this section)

1. Clearly describe how the project meets Historic Preservation goals of the 2021 Master Plan Survey.
2. Describe any other relevant information about the project and the site.
3. Historic preservation project should provide information describing the historic, cultural, architectural, and archeological significance of their site and a letter of support from the Historical Commission.

OPEN SPACE AND RECREATION PROJECTS

(Only Open Space and Recreation projects must fill out this section)

1. Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.
2. Explain the long-term maintenance and operating plan for the project upon completion.
3. Explain how the site will be marked to indicate it is a public resource.

CERTIFICATION

This application was prepared, reviewed, submitted by:

Name: _____

Phone No.: _____

E-mail: _____

I hereby certify that all the above and included information is true and correct to the best of my knowledge. (For non-municipal applicants only: I further declare my willingness to enter a Contract with the Town of West Stockbridge, including liens, deed restrictions and other means of security to govern the use and expenditure of CPA funds.)

Signature: _____

Date: _____

Town of West Stockbridge CPC Application for CPA Funding:

Project name: Town Pavilions

Project Categories: Open Space and Recreational Land

Submitted by: West Stockbridge Parks and Rec Committee
Caitlin Graham, Joe Roy, Ashley Daigle, JP Boscarino

Contact: Joe Roy (WS Parks & Recreation Clerk)
weststockbridgeparks@gmail.com
413-841-5004

Brief Project Description:

The West Stockbridge Parks and Rec Committee seeks to enhance the community experience by constructing two pavilions in key locations: Card Pond and the Town Hall. The purpose of this project is to foster community engagement, provide a sheltered outdoor space for a variety of activities, and beautify the designated areas. These pavilions will serve as a hub for social gatherings, recreational activities, community events, and educational programs, improving the quality of life for our residents. Our objectives include promoting physical activity, encouraging community interaction, and preserving the aesthetic charm of our town. We aim to make these pavilions accessible and enjoyable to all residents, incorporating design features that reflect the character and heritage of West Stockbridge.

Supplemental application questions:

1. There are no existing use or deed restrictions on the town properties that will be considered as locations for the pavilion(s). The final location for the pavilion(s) will receive prior approval from the Town Select Board and any necessary town departments.
2. Project budget: The structures we plan to purchase from 3rd party vendors are pre-engineered and include delivery and installation. Therefore, the budget is essentially a flat cost and project management is quite simple. The funds that we are seeking for the cost of the structures are \$30,000 for Card Pond and \$39,000 for the Town Hall. Please see the attached pricing sheet for a detailed breakdown of the cost.
3. In order to ensure the timely completion of the project, it would be ideal to have the CPA funds and other funding sources secured by late winter or early spring. This timeline allows for the planning and procurement process to be undertaken while the ground is still frozen. Once the ground thaws, the construction phase of the project is estimated to take a few months, considering weather and other potential delays. This means that the project should ideally start by May in order to be completed before the ground begins to freeze again. Therefore, to ensure a smooth and timely completion of the project, the funds should ideally be received by late

Town of West Stockbridge CPC Application for CPA Funding:

winter. This will allow enough time for any potential adjustments or issues that may arise during the planning or construction phases of the project. If the funds are not received by this time, it could potentially delay the start of the project and jeopardize the ability to complete the project before winter.

4. Not applicable.
5. West Stockbridge Parks and Rec Dept will be responsible for the project management.
6. See attached drawings of the proposed structure.
7. We are not seeking other funding outside of CPA for this project.
8. The impact on the lives of the residents of West Stockbridge due to the proposed project of building two pavilions will be quite significant and multi-faceted. For example:
Community Building: The pavilions at Card Pond and the Town Hall will provide residents with a dedicated public space for community gatherings, events, and celebrations, enhancing the sense of community and promoting social connections among residents.
Recreation: These pavilions will offer spaces for recreational activities, such as picnics, outdoor games, and relaxation. They could also be used for outdoor fitness classes or nature appreciation activities, thereby promoting health and wellness among residents.
Education: The pavilions could serve as an outdoor meeting space, offering unique opportunities for community groups.
Aesthetics and Town Identity: Beautifully designed pavilions can enhance the aesthetic appeal of the town and could become iconic structures that contribute to the town's identity and pride.
Environmental Impact: If the pavilions are designed with environmental considerations in mind (ie: rainwater harvesting), they could serve as models for sustainable development in the town. Thus, the impact of the proposed project on the lives of the residents of West Stockbridge is expected to be extensive and positive, enhancing community bonds, recreation, education, aesthetics, economic vitality, and environmental sustainability. However, to minimize any potential negative impacts, such as noise or disruption during construction, the project will need to be carefully managed and scheduled.
9. The pavilion project could bring several potential economic advantages to the town, such as:
Local Business Growth: Increased foot traffic from the pavilion could result in increased business for local establishments.
Increased Town Revenue: If the pavilions are rented out for events (birthday parties, cub scout meetings, etc...) they could generate additional revenue for the town.
Community Development: While not a direct economic benefit, the enhanced sense of community the pavilions could foster may encourage more local spending and community-led economic initiatives.
10. The long-term benefits associated with the construction of two pavilions at Card Pond and the Town Hall are quite extensive.

Town of West Stockbridge CPC Application for CPA Funding:

Increased Recreation Opportunities: The pavilions will provide a public space for outdoor activities for residents of all ages. This includes space for picnics, gatherings, events, and other recreational activities. The pavilions can also be used for outdoor classes or workshops, contributing to community learning and development.

Boost in Local Tourism: The new pavilions might attract visitors from outside the town, thereby promoting tourism. This increase in tourism could lead to a boost in local businesses, including restaurants, shops, and services, contributing to the local economy.

Enhancing Community Cohesion: The pavilions will provide a gathering place for community members, promoting social interactions and fostering a stronger sense of community. They can be used for town events, supporting traditions and enhancing community unity.

Health and Wellness: Increased utilization of town parks for recreational activities can lead to improved physical and mental health among residents. There is no long-term cost to not taking action on this project.

11. The long-term financial implications if the proposed action is not taken could be significant.

Without the construction of the two pavilions at Card Pond and the Town Hall, several potential opportunities may be missed.

Lack of Community Spaces: Pavilions often serve as important community spaces - they provide a place for picnics, family gatherings, events, and relaxation. Without these, the town may have to invest more in the future to create alternative spaces to host community events and activities.

Potential Revenue from Rentals: Pavilions can be rented out for private events such as birthday parties, family reunions, cub scout meetings, etc... If not built, the town would miss out on this potential source of income.

12. The urgency of this project primarily stems from the need for safe, accessible public spaces. As highlighted by the pandemic, outdoor public spaces have become increasingly important for community members to gather safely, socialize, and engage in recreational activities. The pavilions at Card Pond and the Town Hall would provide much-needed sheltered outdoor spaces where people can gather in any weather, promoting both physical and mental health in the community. These spaces would also be useful for hosting community events, educational programs, and other public gatherings, fostering community engagement and cohesion. The longer we wait to build these pavilions, the longer our community goes without these beneficial spaces.
13. It will be beneficial to solicit community input about the project - this can include public meetings or surveys to gather feedback on the use of the pavilions. Additionally, the pavilions should be accessible to all members of the community. This means considering factors such as ADA compliance in design and construction, as well as the ease of access to the pavilions in terms of transportation and proximity to parking.

Town of West Stockbridge CPC Application for CPA Funding:

Open Space and Recreation Projects - Supplemental Questions:

Question 1:

The proposed project of constructing two pavilions, one at Card Pond and the other at the Town Hall, aligns with the Open Space and Recreation goals of the Community Preservation Plan in several ways:

Enhancing Recreational Opportunities: The pavilions will provide an attractive and accessible space for various outdoor recreational activities for all age groups, thus addressing one of the primary goals of enhancing recreational opportunities within the community.

Preservation of Open Spaces: The locations chosen for the pavilions—Card Pond and the Town Hall—are existing open spaces. The construction of these pavilions would uphold the preservation of these spaces and their current uses, while also improving their functionality and accessibility.

Promoting Community Engagement: The pavilions will serve as community gathering spaces, encouraging residents to spend more time outdoors, engage with each other, and foster a sense of community. This aligns with the goal of promoting community interaction and engagement.

Strengthening Connection with Nature: By providing sheltered spaces in open, natural settings, the pavilions will encourage residents to enjoy and appreciate the outdoors, thus strengthening their connection with nature.

Enhancing Town's Aesthetics: The planned pavilions, with their thoughtful design and placement, will enhance the aesthetics of the town and contribute to the goal of maintaining and improving the town's visual character.

In summary, the project not only aligns with but also actively promotes the Open Space and Recreation goals of the Community Preservation Plan by enhancing recreational opportunities, preserving open spaces, promoting community engagement, strengthening connections with nature, and enhancing the town's aesthetics.

Question 2:

The long-term maintenance and operating plan for the two pavilions once completed will involve the following:

Routine Cleaning and Maintenance: The pavilions will be subjected to regular inspection to ensure a pleasant environment for all users. In the case of graffiti or any other form of vandalism, immediate action will be taken to restore the pavilion to its original state.

Landscaping: The surrounding green spaces will be maintained regularly. This includes mowing the grass during the growth seasons, pruning of any surrounding trees or shrubs when needed, and ensuring that the pathways leading to the pavilions are clear and safe to use.

Utilities and Amenities Maintenance: This comprises the regular checking and maintenance of any installed amenities such as benches or picnic tables.

Town of West Stockbridge CPC Application for CPA Funding:

Winterization: Depending on the severity of the winter season, appropriate winterization measures will be taken. This can include the clearing of snow and ice, and ensuring the pavilions and surrounding areas are safe for use.

The Parks and Rec committee will be responsible for overseeing these maintenance tasks. The costs associated with these tasks will be factored into the Parks & Recreation budget.

Question 3:

The sites at both Card Pond and the Town Hall will be clearly marked as public resources in several ways:

First, we will install signage at the entrance of each pavilion area. These signs will prominently display the name of the pavilion, indicate that it is a public resource, and provide information about its hours of operation. The signages will be designed to be easily visible and readable to passersby and those entering the site.

Second, we will conduct a public inauguration ceremony for each pavilion and invite local media to cover the event. This will serve to publicize the pavilions as public resources.

In addition to these measures, we will ensure that any fencing or barriers are designed in such a way that they do not give the impression of the site being private property. The overall design and layout of the pavilions will be welcoming and accessible, further reinforcing the idea that they are resources meant for public use and enjoyment.

Proposed location of Card Pond Pavilion



Size: 14'x28' Comfortably fits 3 picnic tables (as shown)

Costs:

Pavilion: \$21,450 (installed)

Engineering: \$1390

Site prep (estimated): ~\$5000

Total estimated cost: \$27,840

Proposed location of Town Hall Pavilion



Size: 16'x32' Comfortably fits 8 picnic tables (as shown)

Costs:

Pavilion: \$28,160 (installed)
Engineering: \$1390
Site prep (estimated): ~\$6000
Total estimated cost: \$35,550

Large Pavilion Interior



Large Pavilion Exterior



WEST STOCKBRIDGE FARMERS MARKET

PO Box 148, WEST STOCKBRIDGE, MA 01266

WSFarmMarket@gmail.com

www.WestStockbridgeFarmersMarket.org



Town of West Stockbridge
Town Administrator - Marie Ryan
21 State Line Road
West Stockbridge, MA 01266

March 20, 2024

Dear Marie and WS Select Board Members,

The West Stockbridge Farmers Market Steering Committee is proud to announce that we are planning our 13th market season beginning Thursday, May 23rd and ending October 3rd. The hours of operation and location will be the same as last year, with shopping hours from 3:00 to 6:00pm each Thursday afternoon. There are plans to have live music during the market hours, with the same set up as past seasons. Several of the musicians have played at the market before and we look forward to seeing them again this year. Please advise if it is necessary for us to acquire a special permit for entertainment.

Again, like last year, the committee will advertise overflow parking locations at The TurnPark Sculpture Park and next to Hotchkiss Gallery. Temporary directional signs at the entrance of both parking lots will be posted each week. The signs will direct customers away from the Post Office lot. We will also be posting West Stockbridge Farmers Market signs in the same locations as last year for the day of the market only. Please let us know if the Select Board has any questions or concerns.

Sincerely,

Lily Davenport and the WSFM Committee
WSFM Manager
WSFarmMarket@gmail.com



TOWN OF WEST STOCKBRIDGE
Annual Entertainment License Application
\$100.00

The undersigned hereby applies for a license in accordance with the provisions of MA General Laws, Ch.140 Sec.183A amended, Ch.351, Sec.85 of Acts of 1981 and Ch.140 Sec.181.

Name: LILY DAVENPORT

Business/Organization: WEST STOCKBRIDGE PALMERS MARKET

D/B/A (if applicable): _____

Address: 2 HARRIS ST W STOCKBRIDGE, MA 01266

Mailing Address: P.O. BOX 148 W STOCKBRIDGE, MA 01266

Phone Number: + _____

Email: WSFARMMARKET@GMAIL.COM

TYPE: (Check all that apply) Concert Dance Exhibition Cabaret DJ

Live band with up to 3 pieces, including singers Public Show

INCLUDES: Live music Recorded music Dancing by entertainers/ performers

Dancing by patrons Amplification system Theatrical exhibition

Floorshow Play Moving picture show Light show Jukebox

As part of the entertainment, will any person be permitted to appear on the premises in any manner or attire as to expose to public view any portion of the pubic area, anus, or genitals, or any simulation thereof, or whether any person will be permitted to appear on the premises in any manner or attire as to expose to public view a portion of the breast below the top of the areola, or any simulation thereof? (M.G.L. Chp.140 Sec.183A)

___ YES

NO

Exact Location of Entertainment (include sketch): ON THE FOUNDRY GREEN,
UNDER THE MAPLE TREE

Days of Entertainment*: THURSDAYS, MAY 23RD - OCTOBER 3RD
***Does not include SUNDAY**

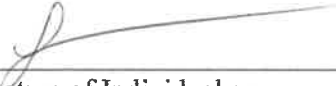
Start & End Times of Entertainment: 3 PM - 6 PM

Does your event involve any of the following? (Check all that apply)

- Food Temporary Bathrooms Tents Stages Temporary Signs
 Electrical Permits Building Permits Police Traffic Details Street Closures
 Alcoholic Beverages

In the event of a change in type of entertainment or hours/days different than indicated above, a new application will be required and a new license will be issued.

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.



Signature of Individual or
Corporate Officer

3/27/24
Date

TOWN USE ONLY:

Review with Conditions: _____

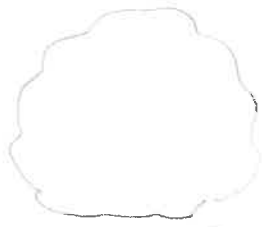
APPROVAL DATE: _____

LICENSE # _____

HARRIS ST.

FOUNDRY
GREEN

MUSIC
TENT



STAMP
WALL