

Town of Chesterfield

Municipal Vulnerability Preparedness Committee

Executive Committee

Minutes of the January 23, 2024 Meeting

Members Attending: Larry Cervelli, Joe Gazillo, Larry Holmberg

Members Absent: None (Trish Colson-Montgomery resigned effective 1/21/2024)

Guests Present: Don Willard, Select Board

Angela Panaccione, PVPC, via Zoom

Note taker: Larry Holmberg

1. Call to Order at 18:07 hours

2. Executive Session

The Committee went into Executive Session at 18:10 hours. See the attached statement, motion, and vote to enter into the Executive Session

The Committee exited the Executive Session at 18:56 hours and returned to normal business. See the attached motion and vote to exit the Executive Session.

At this time, Don Willard left the meeting and Angela Panaccione of the PVPC joined the meeting.

3. Approval of Minutes

Minutes of the January 11, 2024 and the minutes of the January 20, 2024 were approved unanimously.

4. PVPC facilitated video trainings.

This is mandated training for the Core Team, which consists of the Executive Committee and the five (5) Liaisons and will be facilitated by the PVPC. The liaisons have been identified and have agreed to participate. They are:

Marianne Drake, representing senior citizens

Therese Brigley, representing low-income households

Mason Willard, representing youth

Jeane Anastas, representing those who may benefit from social services support background

Eileen Theroux, representing people with disabilities.

Action Items: Larry H to get and distribute contact info for Theroux and Willard
Larry C to send out contact info for the other liaisons

Larry C. developed a roles & responsibilities sheet for the liaisons which received tentative approval. This will be sent to the PVPC for further review and editing before coming back to the Committee for final approval.

It was decided that the training session will be held on February 3, 2024 from 10 am to 1 pm with an alternate date of February 10th.

Action Items:

- a. Joe G. will see if the Chesterfield General Store & Café would be available as a meeting site.
- b. Larry H. Will confirm the equipment needed for the training. Items include power point projector, screen, etc.

5. Amended PVPC Contract

Angela suggested that the PVPC take over the management of all the grant funds. The PVPC's reasoning is that it will provide more flexibility in payment of compensation of the liaisons and in community engagement activities. The PVPC provided a contract amendment that would revise Attachment B (the budget) of the contract. The main point would be establishing the liaison compensation rate to \$25/hour with the remainder of the suggested stipend funds going to the Step 4, Step 5, and Step 6 Community Engagement sections, a total of \$6,000.

Larry H. made a motion to recommend to the Select Board to accept and approve the proposed amendment because it should provide the Town more flexibility in payment of compensation and community engagement. Seconded by Larry C. Voted Unanimously.

The five liaisons will receive \$25/hour for up to 80 hours of work (\$2,000) over the next two (2) years. Payment method and timing may be customized to each individual's want. PVPC will work with the liaisons and develop time keeping and payment methodologies. PVPC will invoice the Town for labor and expenses incurred.

6. Resiliency Roadmap Part B Survey

PVPC has developed a survey that would go out to the citizens of the Town that would ask them questions about their life in Chesterfield and their participation level. It would also go on to ask if they would be interested in participating in the planning process in specific areas ex. housing, transportation, etc. Larry H opined that the survey appeared to be well thought out but the final section was written in an idealistic fashion that may not be realistic in Chesterfield. See attached.

Action Item: Larry H will attempt to edit the last portion of the survey.

7. DLTA Video Update

No update has been received from Ken Comia. Larry H. will reach out again.

8. Action Grant Update

Tighe & Bond will provide potential site visit dates within the next 48 hours.

9. Kickoff Event

- a. The School will pick three finalists by Friday afternoon.

Action Item: Larry H. will facilitate the enlargement of the winning entrees which will be given to the artist.

- b. The flyer designed by Trish will be utilized.

- c. It is anticipated that the Trish designed brochure will be utilized.
- d. Budget & Food
 - Joe will revisit the menu items for the Event
 - Joe will present the final budget at the next meeting

10. Next Meeting: Saturday, February 3, 2024

11. Meeting adjourned at 20:45 hours.

Acronyms Used:

COA – Council on Aging

DPH – Department of Public Health

EEA – Massachusetts Executive Office of Energy and Environmental Affairs

DLTA – District Local Technical Assistance

HCDC – Hilltown Community Development Corporation

MLP – Municipal Lighting Plant

PVPC – Pioneer Valley Planning Commission

Minutes Approved: February 16, 2024

Gentlemen,

Before we move to the published agenda items, an unforeseen incident has occurred of a serious nature that it warrants taking this item up first. We all know that a member of this Committee resigned over the weekend. They have indicated that it was problems during and after the Committee's meeting on Saturday, January 20, 2024, a meeting that I unfortunately could not attend because of a death in my family, that may have a serious and possibly detrimental impact on this Committee and its work.

Therefore, I move that we go into Executive Session to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual and that upon the completion of the Executive Session we return to the normal business of the Committee. Additionally, Don Willard, as the expected replacement from the Select Board to the MVP Executive Committee is hereby invited to attend the Executive Session. *harry it.*

Second: *harry C.*

Vote:

Larry Cervelli: *y*

Joe Gazillo: *y*

Larry Holmberg: *y.*

Motion made to terminate the Executive Session and return to the normal business of the Committee. *harry it.*

Second: *harry C*

Vote:

Larry Cervelli: *y*

Joe Gazillo: *y*

Larry Holmberg: *y*

Social Resilience Roadmap Part B Survey

Part B of the Social Resilience Road map has all the questions we are supposed to ask community members. The questions I would include are in the very first section dealing with sense of community. They include:

- What experiences have you had that make you feel like you belong in this community?
- What experience have you had that made you feel like you didn't belong?
- Where do people gather in the community?
- Where do you meet other people or talk to other people in the community?
- Where do you get your information about things happening in the community?
- Do you participate in planning processes or decisions related to community-wide issues? Why or why not?
- What do you think makes it hard for some people to participate in the community?
- How do you describe a healthy or thriving community?
- Would you be interested in participating in further discussions/workshops/visioning sessions related to strengthening our community's resilience in one or more of the following categories?
 - o Food Access: Healthy food is accessible and affordable for everyone, day-to-day and in an emergency.
 - o Housing: Everyone can afford to live in their home, without compromising on basic life needs. Everyone has access to safe and healthy housing options, free from toxins and unsafe living conditions
 - o Health: Everyone has the chance to be as healthy as possible, both mentally and physically; no one's health is affected by discrimination, disproportionate exposure to health risks, or lack of access to health resources. Access to medicine is affordable and reliable, both day-to-day and in an emergency.
 - o Built Environment/Infrastructure: Everyone has access to affordable and reliable power supply, with energy generation and storage/backup systems that have minimal-to-no negative environmental and social impact. Cell service and broadband are accessible throughout the community with free wifi offered at public sites, specific community spaces, or more extensively. Robust green infrastructure and stormwater systems prevent flooding and minimize disruptions, damage, and health and safety hazards.
 - o Natural Environment/Ecosystems: Everyone is able to benefit (mentally and physically) from open space, natural systems, and healthy ecosystems in their community, including clean water, clean air, cooler temperatures, food and materials, recreation. Healthy and biodiverse ecosystems are restored, protected, and cared for such that they are able to thrive and adapt to changing conditions (like climate change)
 - o Jobs & the Economy: Local job opportunities with living wages for people with different skill sets, education levels, and backgrounds. Inclusive and accessible workforce development and job training opportunities that support transitioning careers and upward mobility.
 - o Transportation: Many safe, accessible, and affordable transportation options make it easy for everyone to get where they need to go. Sidewalks, bike paths, buses, shuttles, carpool programs, car shares, and other transportation resources reduce dependence on a personal vehicle.
- May we contact you for additional information and with further information about upcoming meetings & events?

Name:

Address:

Email:

Phone: