



**Chesterfield Select Board Minutes  
Tuesday, January 3, 2023 at 4:30 p.m.  
Town Office Building - 422 Main Road**

The Select Board meeting was called to order at 4:30 p.m. by Mr. Fuller.

**Select Board Members Present:** Trish Colson-Montgomery and Don Willard

**Select Board Members Participating Remotely:** Roger Fuller

**Select Board Members Absent:**

**Town Administrator Present:**

**Public Officials Present:** Larry Cervelli & Joe Gazillo, MVP Grant; David Hewes, Fire Chief; and Michael Malouin, Police Chief

**Public Officials Present Via ZOOM:**

**General Public Present:** Laura Dimmler

**General Public Present Via ZOOM:**

**Recorder of Minutes:** Brenda Lessard

On July 16, 2022, Governor Baker signed into law An Act Relative to Extending Certain State of Emergency Accommodations, which, among other things, extends the expiration of the provisions pertaining to the Open Meeting Law to March 31, 2023. Specifically, this extension allows public bodies to continue holding meetings remotely without a quorum of the public body physically present at a meeting location, and to provide "adequate, alternative" access to remote meetings. The Act does not make any new changes to the Open Meeting Law other than extending the expiration date of the temporary provisions regarding remote meetings from July 15, 2022, to March 31, 2023

This meeting was conducted with ZOOM access for the public.

**4:30 PM: Larry Cervelli and Joe Gazillo re: MVP (Municipal Vulnerability Planning) Grant Process:**

Mr. Cervelli and Mr. Gazillo have looked into the MVP Grant Process. They have spoken with CarrieAnne Petrik, the MVP Grant Coordinator for the State of Massachusetts. They have also spoken twice with Paul Wetzel from the Town of Williamsburg, who was successful in securing a \$1.8 million grant for Williamsburg for their public safety building. Mr. Wetzel is willing to assist Chesterfield. Mr. Gazillo wanted to point out there are two items to consider. The key focus of the grant is to build a climate resilient town. The town's population needs to be prepared for what will come in the future due to climate change. The next focus of the grant is that there are two huge grant programs that fall under the MVP Grant Program. The first grant was completed as a regional grant. The second grant is an action grant which has three distinct parts. The first phase is research and planning, the second is design and permitting and the third is construction. Each phase takes approximately two years. The grant will require significant participation by the town through events which the grant may pay for. The first phase

of the grant would be \$100,000-\$150,000. Participation would require an in-kind or cash grant match by the town which has been lowered to 10% of the grant from 25%. This match could be in volunteer hours and town work on the grant. Mr. Gazillo reiterated this will be a long process and the town will need to participate to make this successful. It cannot be done by two or three people alone. Mr. Gazillo opined any plans should be described as a municipal complex. It was discussed about the different design elements, for example a sprinkler system, that are required if a town building is over a certain square footage or other safety elements that are required if the building houses public safety. Mr. Gazillo and Mr. Cervelli would like to have Ms. Petrik make a presentation at an all boards meeting to discuss the process. A committee will need to be formed that has a diverse membership of fire, police, town office, planning, and community members, etc. to discuss municipal building needs and a path forward. Mr. Gazillo opined that different opinions in different areas are conversations that need to be had. The next step will be to possibly have an all boards meeting where Ms. Petrik can make a presentation to the town boards and committees. This meeting will be set up sometime in January, but not on a Monday, possibly at 6 pm. Mr. Gazillo also suggested that PVPC (Pioneer Valley Planning Commission) could be involved. The next steps after an all boards meeting should be to discuss possible committee members to start committee meetings.

#### **WOLA (Wright Ostermier Landscape Architects) Plans:**

Mr. Gazillo opined that the landscape architect's public forum did not answer questions that need to be asked before a master plan can be developed. Mr. Fuller stated that WOLA (Wright Ostermier Landscape Architects) were hired to determine the importance of the house and barn at 6 North Road and if it makes sense to keep that part of the property or if the town can sell the house and barn and two acres. The goal in hiring WOLA was not to necessarily to do a plan to put municipal buildings at 6 North Road. The Select Board agreed there needs to be a clear path forward. Mr. Willard stated the Select Board themselves are not in agreement of what should be done on the 6 North Road property but a decision needs to be made regarding the house and barn as the town cannot leave everything status quo or the only decision will be to tear the current buildings down if no upkeep is done soon. Ms. Colson-Montgomery opined that the Select Board may need to meet with WOLA one more time before the next public forum.

#### **Minutes:**

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard to approve the Minutes of 12/19/22 as amended. The motion was unanimously voted.

#### **Additions to Agenda:**

##### **Street Lights:**

Ms. Colson-Montgomery reported that the street light is out by Russell Park. She also noted that the street light on Main Road to the east of 400 Main Road, at the bottom of the hill appeared to be malfunctioning. Ms. Lessard will contact Eversource.

##### **Branches by Library:**

Ms. Colson-Montgomery reported that some branches at 408 Main Road have broken off and there are some branches that need trimming. Ms. Lessard will contact JB Lynch to see if he can do the trimming.

##### **Lights at NHRES (New Hingham Regional Elementary School):**

Mr. Willard reported that the lights are still on at the school at night. He had spoken with the resident who had complained about them being on and he had suggested they speak with the principal who has now left. It was suggested that the school could possibly put them on a timer to shut the lights off at a certain time.

**Cemetery Commission:**

Ms. Colson-Montgomery reported she had spoken with Dee Cinner in regards to some regulations from the Department of Public Health that went to the Board of Health over the summer but the regulations were not relayed to the Cemetery Commission regarding green burials. Ms. Cinner has reached out to the Department of Public Health letting them know that these type of regulations should also go to Cemetery Commissions as these communications are not always shared.

**6:00 PM: David Hewes, Fire Chief re: Firefighter Accident**

Chief Hewes attended the meeting to report that he had always understood that the volunteer firefighters were covered by the town's insurance responding or returning to calls. One of his firefighters had an automobile accident returning to the fire station after a call, in her own car, and the town's insurance will only pay for the deductible for the claim that should be filed under her own insurance. He reported that the road conditions were bad and they were returning to the station after responding to an accident. Chief Hewes stated this was only a small incident and it is hard enough to get volunteers. This only makes it more difficult knowing if the volunteer is injured or damage their own property, the town is not liable. The chief is also concerned if a firefighter is injured on the job or helping the town. He reported an incident in Plainfield, where a highway worker covered an incident in Savoy and he broke his leg. The town's insurance would not pay as it was determined he was working for the town but not in his regular capacity. Mr. Hewes asked if the department is in service for the town but not in an emergency situation, and someone is injured, would they be covered? Chief Hewes stated he needs to protect his volunteer firefighters. He asked when coverage starts, as soon as the call goes out, when they are responding, or when they get on site? Mr. Fuller stated that the town insurance does cover some items and he will have a meeting with MIIA, and the Town Administrator to determine what type of coverage is available and get some answers to the Chief's concerns.

**Town Administrators Report:**

**Fire Station Internet and Phones:**

Ms. Lessard was at the fire station on Wednesday, December 28th with Chris from WhipCity. The internet is now up and running properly and the phones were working at least to call out. There was still no way to leave a message nor did it appear the call was forwarded to the Chief's cell phone. TPX was notified and the problem was finally corrected on Friday, December 30<sup>th</sup> and the phones are working as they should.

**COA (Council on Aging) Phones:**

The two additional phones are now functional and working at the COA.

**Shredding:**

ProShred came on Friday, December 23<sup>rd</sup> and shredded 50-60 boxes of papers. They also emptied the bin in the Police Department.

**Radiator in Back closet in Meeting Room:**

The radiator is leaking a bit in the back closet of the meeting room. The linoleum was pulled back. Ms. Lessard has called Jamrog to come repair the radiator. The heat is still working fine. The leak has slowed some with the warmer weather.

**Roof at Town Office:**

The roof leaked at the town office on Friday, December 23<sup>rd</sup> in several areas due to the heavy rains. Access to the roof drains was plugged and the drains had to be opened up by Highway and Ron Loven. Ron Loven came and installed more heat tape on the roof and made sure the heating tape was on.

**Outlet in Basement:**

Winston Bancroft came and checked the outlet in the basement that was not working when the fire alarms issue was going on several weeks ago. The outlet is now working but he recommended that the dehumidifier stay plugged in where it is presently and do not use the outlet that was previously used.

**Checking on Dehumidifier in basement at Town Office:**

Therese Brigley will be checking the basement when she comes in to clean once a week to make sure the dehumidifier is running.

**Shoveling at the Transfer Station:**

Lori Hathaway reported that no one came to shovel at the transfer station on December 17<sup>th</sup> when we had the big snow. She had to shovel it out herself. Ms. Lessard followed up with Matt Smith and Scott Carpenter that the transfer station has to be at the top of the priority list if we get snow on a Saturday.

**Public Records Request:**

Ms. Lessard sent the Town's response letter to Sandy after consultation with the town attorney. Ms. Wickland has sent the response to Mr. Meister.

**Action Items:**

**HCDC (Hilltown Community Development Corporation) Grant Contract Paperwork:**

Ms. von Hagke sent contract amendment paperwork to be signed as the previous paperwork only covered 2022 and the state had extended the grant to cover 2022 and 2023. The new paperwork reflects the two-year time frame. Ms. Colson-Montgomery signed the new paperwork.

**6:30 PM: Michael Malouin, Police Chief, Monthly Report:**

Chief Malouin came in to give his monthly report. He noted that the department has been busy. They had searched for the missing hunter who was found deceased in Goshen and are involved with an investigation regarding a death in Chesterfield that occurred on December 26<sup>th</sup>.

**Bridge Academy:**

Chief Malouin reported that the Bridge Academy will begin in July. This will cost the town money, not just in salary but in supplies, like ammunition. Ammunition will need to be supplied

for all three officers attending the academy. This will require 1500 rounds per person for the pistol training and 1500 rounds per person for the rifle training. Chief Malouin would like to make sure the town has an agreement of two years of employment with the officers unless they retire or leave law enforcement. The Select Board stated that the Chief will need to figure the costs for the officers to attend the academy and a warrant article should be submitted to be included on the annual town meeting warrant to cover the costs. They opined it should be a warrant article rather than a budget article.

**Detail Rates:**

Chief Malouin reported that since he has asked about raising the detail rate to \$50/hr., surrounding towns had raised their rates even higher. He now suggests \$55/hr. for outside detail rates. He would maintain the town rate at \$42/hr. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard to have the town detail rate remain at \$42/hr. and the outside detail rate go to \$55/hr. The motion was unanimously voted.

**Resident Issues:**

The chief reported on two previous resident issues. He is dealing with those issues with the residents but wanted the Select Board to be aware of the issues.

**Computers:**

The Chief reported that both his department computers are from 2014. He has been having some issues with them regarding some programs he is running. The Select Board had previously discussed this issue and let the Chief know that the computers can be replaced from the budget in FY24 but the town does not have that in the FY23 budget line. If he needs an emergency replacement, he can speak with the Finance Committee to request a Reserve Fund Transfer to cover the cost.

**Floor Tiles:**

The Chief reported that the floor tiles are popping off the floor in the Police Department office and the problem appears to be getting worse. The wetness under the floor may be playing a part in the problem.

**Crawlspace under Police Department:**

The Select Board would like the crawlspace under the Police Department left open to try and dry the area out. Ms. Lessard will contact Ron Loven to have him open it up, leave it open and put insulate wrap on the pipes that are exposed.

**Meeting Adjourned:**

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard to adjourn the meeting at 7:42 p.m. The vote was unanimous.