



**Chesterfield Select Board Minutes
Monday, January 31, 2022 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 Donald Willard

Select Board Members Participating Remotely: Roger Fuller

Select Board Members Absent: None

Town Administrator Present: Brenda Lessard

Public Officials Present: Mike Malouin, Police Chief

Public Officials Present Via ZOOM:

General Public Present: Heather Wright, Alan Skiba

General Public Present Via ZOOM: Shaw Israel Izikson-Country Journal Editor,

Recorder of Minutes: Brenda Lessard

Common Acronyms:

ACO-Animal Control Officer
CDBG: Community Development Block Grant
COA: Council of Aging
DCR: Department of Conservation and Recreation
DEP: Department of Environmental Protection
DHCD: Department of Housing and Community Development
DLTA: Direct Local Technical Assistance
DOT: Department of Transportation
EMD: Emergency Management Director
FRCOG: Franklin County Council of Governments
HCDC: Hilltown Community Development Corporation
HRHS: Hampshire Regional High School
ISP: Internet Service Provider
MassDOT: Massachusetts Department of Transportation
MLP: Municipal Light Plant
MSDS: Materials Safety Data Sheets
PILOT: Payment in Lieu of Taxes
PVPC: Pioneer Valley Planning Commission
RFP: Request for Proposals
RFQ: Request for Quotes
WCPO: West Chesterfield Post Office
WG&E: Westfield Gas & Electric

Video Conference Hybrid Meeting:

Mr. Fuller stated that this Select Board meeting is being conducted in a hybrid model but with access consistent with Governor Baker's Executive Order of June 16, 2021. Governor Baker signed into law an Act Extending Certain COVID-19 Measures Adopted During the State of Emergency. This Act includes an extension, until April 1, 2022, of the remote meeting provisions of his March 12, 2020, Executive Order Suspending Certain Provisions of the Open Meeting Law. The new law has two major parts:

First, the new law allows public bodies to continue providing live "adequate, alternative means" of public access to the deliberations of the public body, instead of holding meetings in a public place that is open and physically accessible to the public. "Adequate, alternative means" may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body in real time.

Second, the new law authorizes all members of a public body to continue participating in meetings remotely; the Open Meeting Law's requirement that a quorum of the body and the chair be physically present at the meeting location remains suspended.

Willcutt Road Drainage Issue:

Heather Wright and Alan Skiba, of 245 Willcutt Road, were in to complain about road drainage issues near their home. The Town has built up the road in front of their home with fill over the years and now water drains off the road and drains through their woodshed and also into their well head. They have had to replace a rotted corner of their woodshed due to the water and the water freezes in the winter and there is 2" of ice on their woodshed floor. There are times they are unable to open their woodshed door. They are requesting the Select Board to make a site visit to the property to address their concerns. Mr. Fuller, who is the liaison for the Highway Department, stated he would do a visit in the spring with the Highway Superintendent to look at the drainage issue and come up with a solution to the problem.

Minutes:

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard, and unanimously voted to accept the Minutes of 1/18/22 as amended.

Warrants:

The Select Board reviewed and signed the W22-16, WP22-16, WPD22-16 and WBB22-16 warrants.

The bill, payable to the City of Northampton, was pulled. The Select Board has questions about who is using the service and is the storage necessary on the Laserfiche.

Additions to Agenda:**Email regarding Lafayette Trail:**

An email was received from the President of the Lafayette Trail organization notifying the Town that they would like to donate an official marker to the Town in preparation of the Bicentennial celebration of his farewell tour of the United States. The Select Board reviewed the website that was provided and noted they have no issue in accepting the gift of an official marker if they

would like to give one. Mr. Willard asked if a little more history regarding the General's visit to Chesterfield could be provided by the organization. Ms. Lessard will follow-up on the email.

COVID and Recreation Committee Follow-up:

Mr. Willard reported that the school has done pool testing and after seeing the case count numbers, the school has resumed some of the extracurricular activities at the school that includes the basketball and the younger kid's Noodlecise.

2011 Crown Victoria Police Car:

Mr. Willard reported that he had done some research on values of used vehicles, especially police vehicles. Some are going for much more than the \$1500. that was offered for the 2011 Crown Victoria. The Select Board were in agreement that it is more fair to the taxpayers of Chesterfield to put the car out to bid rather than selling the vehicle to Worthington. Mr. Willard also reported he had looked at the vehicle and the body is sound. Any mold issue looked very minor to non-existent. The car will be listed on Municibid at a future time.

Reports:

Community Bulletin Board:

Mr. Willard had a phone conversation with the owner of the General Store. Mr. Willard will meet with him later this week and determine the best way to attach the board to the building.

COVID-19:

There will be another COVID vaccination clinic on 2/4/22 at the New Hingham Regional Elementary School. Masks and home test kits will be available. A CodeRed message will go out.

Town Administrator Report:

Phone System:

Ms. Lessard reported she had a meeting with Richard Carnell on Friday, January 28th to discuss the progress of the project. The phones are in process of being programmed.

Website:

The design has been approved. Training has begun for some of the committee members and department heads that wanted to do the training. The next step will be to migrate the old website over to the new design and allow those who have trained to get used to making changes or adding documents to their department or committee page.

Shredding at Town Office:

Ms. Lessard reported there is enough material for 12-15 bins so far. She is going to contact the senior center and library to see if they have material to shred.

FY22 CDBG Grant:

The HCDC asked the Town if they wished to remain the lead Town for the FY22 CDBG Grant. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and unanimously voted to be the lead Town for the FY22 CDBG Grant.

Internet Issues at Town Office:

Whip City Tech Support came to Town Office on Monday. They did what they could (changing ONT box, cleaning fiber line, fixing plug, etc. but are recommending commercial equipment as far as a router goes. There are too many devices pulling on the signal that is coming in. The router that was installed is a residential unit. They are also monitoring the signal alarm they are getting for Town Office to make sure it improves. If it does not, they will change a FP card in the hut. The Select Board want a solution to fix the problems and are dissatisfied with Whip City's response. The board wants the correct equipment installed. The connection at the Town Office is a Muni Network and should not be having the problems that are being experienced. Ms. Lessard will follow up with Whip City.

Laptop for Clerical Assistant:

Ms. Hamilton asked if she could get a new laptop included in the new budget for FY23 for taking minutes. The computer she has from the Town is very slow, the screen is fuzzy and color is off especially when doing ZOOM. It is a very outdated laptop. She has been using her own laptop more. She would also like a mouse. The Select Board agreed to allow Ms. Hamilton to take the laptop that had been assigned to Ms. Colson-Montgomery. There is a mouse included with the laptop. Ms. Lessard will reach out to Ms. Hamilton.

New Budget Line for Computer Upgrades:

The Select Board discussed including money into a separate budget line for computer upgrades. Some computers are getting tired and will need upgrading. This will be further discussed with approving the FY23 proposed budget.

MLP Audit of Enterprise Fund:

Jack Henry called and informed the Select Board that the MLP Enterprise Fund will also need to be included in the audit this year. There is a question of additional cost to the Town for this. Ms. Lessard has sent an email to the auditor to get an estimate of the additional cost. The Select Board are in agreement the MLP will need to pay any additional costs for the audit.

Library Custodial Budget:

The Library had requested that the custodian be paid out of the town custodial wage line instead of the library having its own custodian line. The Library is in agreement to take the \$798 out of their budget and have it put into the Towns Custodial Wage line for the FY23 budget. The Select Board are okay with the switch as long as it is deducted from the Library's budget.

Action Items:

Police Chief Agreement:

A draft agreement was presented to the Select Board. The Select Board went through the agreement section by section and made some minor corrections and edits. The agreement will be given to the Police Chief for his review and hopefully have a signed agreement at the next regular Select Board meeting.

7:00 P.M.-Police Chief Monthly Report:

The Select Board informed Chief Malouin that it is expected he will come in to a Select Board meeting monthly to give a monthly report. He was also given the Police Chief Agreement to take home to review and report back to the Select Board after his review of the agreement.

Calls:

Chief Malouin reported on several calls that the State Police handled that included a B&E. The police will do extra patrols in that area. The home is currently vacant. Nothing was taken of value from what the homeowner can determine.

Police Budget:

Chief Malouin reported on several things that will need to be included in his FY23 budget. The Select Board advised the Chief to make an appointment to meet with the Finance Committee to discuss the items he wants included.

Bridge Academy:

The Chief expects two officers will need to attend the bridge academy in FY24. These are part time officers who will need to attend three full weeks of training and will need to be paid for the 120 hours to attend the training. There will also be many rounds of ammunition that will need to be provided by the Town for the firearms training. The Chief wants this on the radar of the Town of these increased costs due to the new Police Reform Laws. It is putting a burden on small towns to keep their part time police officers in compliance with the new law.

Police Sergeant:

The Chief reported he had spoken with one of his officers who will be offered a Sergeant position on the Police Department. The Select Board are in agreement with the Chief's choice.

Police Hours:

Chief Malouin reported that he has spoken with his officers about putting regular hours in and what days and time frames work for them.

Meeting Adjourned:

With no further business, the meeting adjourned at 8:01 p.m.