



**Chesterfield Select Board Minutes
Monday, February 14, 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: Eileen McGowan, Historical Commission

General Public Present:

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.

Historical Commission:

Eileen McGowan attended to ask several questions of the Board. She noted the agenda had cell tower setback bylaw on it and inquired what was to be discussed. Mr. Fuller stated that some members of the Select Board had attended the Planning Board meeting and they had not talked to the other members of the Select Board about attending and were doing so during a public meeting.

Ms. McGowan asked about progress of the work needed at the Edwards Museum. Mr. Fuller stated he is still working on the RFP and hopes to have it ready soon to go out for bids.

Minutes:

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard, and unanimously voted to accept the Minutes of 1/31/22 as amended.

Warrants:

The Select Board reviewed and signed the W22-17, WP22-17, WP22-17 SUPP and WBB22-17 warrants.

Additions to Agenda:**Agendas:**

Ms. Colson-Montgomery noted that some items are not being carried over to the agenda. She would like to ensure that important items do not get dropped. Ms. Lessard will follow through.

Police Crown Vic:

No action yet. The Police Chief will be reminded about the need for pictures and details to list the vehicle on Municibid.

Lafayette Trail:

Ms. Lessard sent an email to Julian Eicher from The Lafayette Trail, Inc. accepting the new trail marker on behalf of the Town to commemorate the bicentennial of Lafayette's Farewell Tour in 2024-2025.

Shredding:

The COA will have some boxes for shredding. Ms. Lessard will follow up on getting a firm number of boxes to possibly have a company come in the spring to do some shredding.

Personnel Policy:

Mr. Fuller reported he had spoken with Matt Smith, Highway Superintendent about vacation time rollover and the need to use it by the end of January after the fiscal year. It is difficult for the highway department to use that time up if there are winter storms. Mr. Smith would like to extend that deadline out to June 30th, which would give one year to use up the carried over vacation time. The Select Board agree that would make sense and will discuss that possible change on February 23rd when they further discuss the proposed new Personnel Policy.

Reports:**Community Bulletin Board:**

Mr. Willard reported he has picked up the bulletin board and will be getting it installed soon.

Cemetery:**Rules and Regulations:**

Ms. Colson-Montgomery attended the Cemetery Commission meeting last week. There are some updates to the Cemetery Rules and Regulations and she will be working with Dee Cinner doing those updates which will include: no one allowed to dig in a Cemetery except the Superintendent. Ms. Colson-Montgomery and Ms. Cinner will work on finalizing the changes.

The Cemetery Commission also would like to set aside a portion of the Ireland Street Cemetery specifically for cremains. These plots would be 4' x 4' instead of the usual 4' x 10'. They would only be allowed a surface marker and no headstone would be allowed. Ms. Colson-Montgomery voiced her support of this. Mr. Willard stated that he understood the back of the cemetery was set aside for cremains plots. Ms. Colson-Montgomery noted this change would make it more formal by having it in the Regulations. Pricing would depend on whether a person was a resident or someone who was a non-resident but had ties to Chesterfield. The pricing would include a Stewardship Fee.

Cemetery Stone for Silence Bonnet:

Ms. Cinner reported to Ms. Colson-Montgomery that the Cemetery Commission would like to put in a stone for Silence Bonnet who was the first person to be buried in Chesterfield in 1764. He has no stone. The Cemetery Commission has a brass plaque already to put on the stone. Ms. Cinner has been pricing out stones that would fit in with the period of his death. The Cemetery Superintendent has a stone that she had bought on 2017 for \$400 which she is willing to sell to the Commission for the price she paid. This reflects a price that is half of the prices Ms. Cinner had solicited. The Commission would like to purchase the stone from Ms. Chick. Ms. Colson-Montgomery noted that the stone is appropriate and historically accurate to the date of Mr. Bonnet's death. Ms. Cinner was

called during the meeting to inquire the Commission's willingness and ability to pay for the stone and the installation and it was confirmed by Ms. Cinner to be accurate.

Gravestone Conservation Prices:

The Cemetery Commission is asking the Select Board to solicit prices for Gravestone Conservation for a period of three years. A blank form and some Conservators were provided by the Commission. Ms. Lessard will reach out and try to find other Conservators in New England to try to get pricing.

Cell Tower Bylaw:

The Select Board attended the Planning Board's meeting on February 7, 2022. The Select Board are in agreement that the Cell Tower Bylaw should be discussed and brought before Town Meeting by the Planning Board. The ability to do that for this year's town meeting is getting tight. The Select Board would like to encourage the Planning Board to look at the bylaw to possibly bring forward to the 2023 Annual Town Meeting.

Town Administrator Report:

Internet Issues at Town Office:

Mike Mastroianni from Whip City was here on Thursday, February 10th. He did a walkthrough and assessment and does see some issues that need fixing. He will be back sometime this week to install some fixes to get the Town Office through until a more permanent solution is done.

Town Report Dedication:

A draft of the dedication was given to the Select Board. There are a few changes they would like to have made.

Laptop for Clerical Assistant:

Ms. Hamilton has gotten the newer laptop and reported she is much happier with the newer one. She is very appreciative.

MLP Audit of Enterprise Fund:

Ms. Lessard had spoken with Tom Scanlon and the audit for the MLP Enterprise Fund will add \$2,500 to the audit cost for FY23.

Library Request for Use of Old Town Hall:

The Library had sent an email requesting to use the Old Town Hall every Wednesday in July for performances. The Library is requesting the Old Town Hall be cleaned up as it has been used for storage lately. Ms. Lessard will contact the COA and the EMD in late March about getting their things out of there. Mr. Willard who is a member of the Recreation Committee will also assist with the cleanup of the Recreation items.

Walkability Study Email from Joan Griswold:

An email was received from Joan Griswold to further discuss WalkBoston's report regarding the walkability study that was done in the Town's center. She was looking for availability of dates to meet. The Board will follow through and get their dates to her to have the discussion.

Website:

Username have been received by Ms. Lessard. She will distribute them once the site goes “Live” so users can get on the site to start getting comfortable with the site and upload any documents they would like to see. Approximately 15 users have done the training so far.

Northampton Document Storage Bill:

Ms. Lessard reached out to the City of Northampton in regards to the Document Storage invoice the Town has received for hosting, tech support and a portion of the Laserfiche license. There are currently 229 documents stored on the Laserfiche. The work was originally done through a grant and the grant money has ended. Ms. Lessard reached out to different departments to see who has documents stored there. The only department that remembers storing anything was the Town Clerk. The City will return the documents if requested. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and unanimously voted to terminate the agreement with the City of Northampton to host the documents on the Laserfiche effective immediately.

Resignation from Cultural Council:

A letter of resignation from Jean Weller from the Cultural Council was received. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and unanimously voted to accept her resignation with regrets and a thank you for serving the Town.

Finance Committee Letter:

The Finance Committee had given Ms. Lessard a letter requesting a meeting with the Select Board to discuss Capital Plans, possible Public Safety Complex, new Town Offices, and the budget. Ms. Colson-Montgomery would also like to include the discussion of compensation of employees as discussed with Don Jacobs.

The Select Board will meet with them on March 3, 2022 at 6 p.m. Ms. Lessard will reach out to the Finance Committee to confirm the date and time.

Action Items:**Budget:**

The Select Board decided not to review and act on the budget drafts at this meeting as there is no time to discuss. A time frame will be set out at the next Select Board meeting to get the budget finalized for the Finance Committee.

Police Chief Agreement & Michael Malouin:

Michael Malouin attended to discuss the draft agreement. He would like to have his compensation put in as salary instead of an hourly rate. The Select Board are in agreement and the document will be amended for approval with that change. Mr. Malouin also reported he had submitted his budget to the Finance Committee.

Sergeant:

Mr. Malouin has asked Pete Fappiano to be his Sergeant and Mr. Fappiano has accepted. The Select Board approved, noting it was a good choice. Mr. Malouin would like Mr. Fappiano to be compensated as a salary as opposed to hourly rate to not conflict with his retirement. The Select Board approved that change in compensation.

Meeting Adjourned:

With no further business, the meeting adjourned at 8:05 p.m.