



**Chesterfield Select Board Minutes  
Monday, February 28, 2022 at 4:00 p.m.  
Town Office Building - 422 Main Road**

The Select Board meeting was called to order at 4:20 p.m. by Mr. Fuller.

**Select Board Members Present:** Donald Willard

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

**Select Board Members Absent:** Trish Colson-Montgomery

**Town Administrator Present:** Brenda Lessard

**Public Officials Present:** Mike Malouin, Police Chief; Leslie Kellogg, 4<sup>th</sup> of July Committee

**Public Officials Present Via ZOOM:**

**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\

HAEMS: Hilltown Ambulance Emergency Management Services

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.

**Minutes:**

Mr. Willard made a motion, seconded by Mr. Fuller, and unanimously voted to accept the Minutes of 2/14/22 as amended.

**Warrants:**

The Select Board reviewed and signed the W22-18, WP22-18, and WPH22-18 warrants.

**Additions to Agenda:****HRHS School Committee Appointment:**

Ms. Lessard had received a call from Laura Somes, 206 Bryant Street, who expressed her willingness to serve on the HRHS School Committee. Ms. Lessard had given the contact information to the Town Clerk to call Ms. Somes to explain the process of getting on the ballot for the Annual Town Election. Mr. Willard had spoken with Ms. Somes about the position. Mr. Willard made a motion, seconded by Mr. Fuller to appoint Ms. Somes to the HRHS School Committee for the term to expire 6/30/22.

**Resignations:**

Mr. Willard made a motion, seconded by Mr. Fuller and unanimously voted, to accept the resignation of Eileen McGowan from the Cultural Council with regrets.

Mr. Willard made a motion, seconded by Mr. Fuller and unanimously voted, to accept the resignation of Pamela Ciminera from the Capital Planning Committee with regrets.

**Request to be added to Select Board Agenda:**

An email had been received from Kurt Heidinger from Biocitizen School requesting to be added to the Select Board Agenda to discuss the need for a charrette to facilitate a stakeholder discussion about the management of public trust and open space lands in the East Branch of the

Westfield River watershed within Huntington, Chesterfield and Cummington. The Select Board agreed to add him to the Select Board agenda for 3/14/22 for a 15-minute timeslot.

### **Reports:**

#### **Community Bulletin Board:**

Mr. Willard reported he has installed the community bulletin board at the General Store. He has to get a chain for the key and put signage inside it. He has also given a key to the owner of the General Store.

#### **Internet Issues at Town Office:**

Mr. Fuller spoke with Mike Mastroianni, from Whip City, about the work that was done and other work that needs to be completed. The Police Department will be separated from the internet service onto their own service to avoid wifi connection issues and an additional access point will be added in the hallway to give the Town Clerk better signal strength.

#### **Winter Expenses:**

Mr. Willard made a motion, seconded by Mr. Fuller and unanimously voted to declare a winter emergency to allow overspending of the FY22 winter expense and winter labor budget lines.

### **Town Administrator Report:**

#### **Town Report Dedication:**

The Select Board approved the final draft of the dedication and it will be sent to Jen Peotter for inclusion in the 2021 Annual Town Report.

#### **Website:**

The new Town website has gone live and can be accessed at: [www.townofchesterfieldma.com](http://www.townofchesterfieldma.com)

James Saccento has been involved with the DNS with CivicEngage to get the website live. Chesterfield owns the domains and James wants to know if the Town will continue to own them. They are \$20/year each to retain.

[townofchesterfield.com](http://townofchesterfield.com)

[townofchesterfieldma.com](http://townofchesterfieldma.com) which is being used for the town website

[townofchesterfieldma.net](http://townofchesterfieldma.net)

[townofchesterfieldma.org](http://townofchesterfieldma.org)

Mr. Fuller will do some research but Mr. Willard and Mr. Fuller are in agreement that we may not need to keep these domains.

#### **Northampton Document Storage:**

Ms. Lessard has cancelled the document storage and the agreement with Northampton. The City informed Ms. Lessard that it will take about two weeks to get the documents over to the Town.

#### **Hilltown Ambulance Budget:**

Ms. Lessard had put in a request for the total budget from the HAEMS and Mr. Fuller received a call from Spencer Timm about the request. Mr. Fuller would like to examine the total budget and budget lines. Mr. Timm will get that information to Mr. Fuller

#### **Gravestone Conservators:**

Ms. Lessard has reached out for prices from:

From Dee Cinner's List:

Kai Nalenz: Dee told me he may not respond. Has done work here before

TaMara Conde: No response yet

Monument Conservation-Martin Johnson: He called me back. He will not be putting in a price list as he said there are too many variables. Until he looks at a stone or site, he cannot give a price.

Recommendation from Other Towns:

Fannin Lehner: Responded that he would like to come look at stones that need fixing before giving prices.

### **Fire Station Furnace:**

The Fire Chief reported the furnace at the Fire Station was not working. A repair was made to replace a bad thermostat.

### **Lafayette Trail Marker:**

Ms. Lessard heard back from Julian from The Lafayette Trail, Inc. The Lafayette Trail, Inc. will need a formal letter of approval from the Select Board but are also asking for GPS coordinates to the spot where General Lafayette met with the Sheriff of the county. The location was the Edwards Inn. I have reached out to Dee Cinner and Eileen McGowan. Ms. Cinner is unsure where that location was. She is doing some research along with Ms. McGowan. The Select Board opined that Pete Banister may be a good source of information also.

### **Phones:**

No update at this time. They are still being programmed and they are working on porting the numbers.

### **Addition to Agenda-Leslie Kellogg, 4<sup>th</sup> of July Committee:**

Leslie Kellogg attended to request using 6 North Road, if the property can be hayed, for parking for the 4<sup>th</sup> of July parade. It will be the 75<sup>th</sup> year for the parade and the committee would like to see more events than in most years. They want to have some bands playing, car shows, and to have a bigger parade, to include more floats. She also asked if alcoholic beverages are allowed in the Community Center for events if people brought their own beverages. Ms. Lessard will check on that. Ms. Kellogg asked the Select Board to increase the 4<sup>th</sup> of July budget to \$1,000 to allow them to hire some bands or entertainment. The Select Board agreed to increase the budget for the 4<sup>th</sup> of July to \$1,000 for this year. Mr. Willard will be following up with Ms. Kellogg on some of the preparations for the celebration.

### **Action Items:**

#### **Budget**

The Select Board went through the proposed budgets (Administrative and Executive) line by line. There are some items to add to the budget like IT Support, Computer Replacement and Website Annual Support. There was discussion of amounts to request to fund those lines. Some lines were increased slightly due to rising costs or contract obligations. The budget will be sent over to the Town Accountant and Finance Committee.

### **Meeting Adjourned:**

With no further business, the meeting adjourned at 8:03 p.m.

