



**Chesterfield Select Board Minutes  
Monday, May 9, 2022 at 3:00 p.m.  
Town Office Building - 422 Main Road**

The Select Board meeting was called to order at 2:00 p.m. by Mr. Fuller.

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

**Select Board Members Participating Remotely:**

**Select Board Members Absent:**

**Town Administrator Present:** Brenda Lessard

**Public Officials Present:** Dee Cinner, Cemetery Commission;

**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

COA: Council of Aging

DEP: Department of Environmental Protection

DHCD: Department of Housing and Community Development

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

IFB: Invitation for Bids

MassDOT: Massachusetts Department of Transportation

MLP: Municipal Light Plant

PILOT: Payment in Lieu of Taxes

PVPC: Pioneer Valley Planning Commission

RFP: Request for Proposals

RFQ: Request for Quotes

ROW: Right of Way

STM: Special Town Meeting

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 July 15, 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:**

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard, and unanimously voted to accept the Minutes of 4/26/22 as amended.

**Warrants:**

The Select Board reviewed and signed the warrants W22-23, WP22-23, WPD22-23 and WBB22-23.

**Annual Reorganization of Board:**

Mr. Willard was elected to a 3-year term on the Select Board at last week's Annual Election. The Select Board agreed to keep the current slate of officers based on Ms. Colson-Montgomery's recommendation.

Ms. Colson-Montgomery made a motion to appoint Mr. Fuller as Select Board Chair, seconded by Mr. Willard. Unanimous vote.

Mr. Fuller made a motion to appoint Ms. Colson-Montgomery as Select Board Vice-Chair, seconded by Mr. Willard. Unanimous vote.

Ms. Colson-Montgomery made a motion to appoint Mr. Willard as Select Board Clerk, seconded by Mr. Fuller. Unanimous vote.

Mr. Fuller will continue in his role as Highway Department Liaison.

Ms. Colson-Montgomery will continue in her role as the Cemetery Commission Liaison

Mr. Willard will be the Fire Department Liaison

**Additions to Agenda:****KP Law call:**

Ms. Colson-Montgomery noted that the Town Attorney never returned her call that she made during the 4/26/22 meeting regarding her questions about the conflict of Chapter 53F1/2 and Chapter 164 §57 and 57A.

### **Grounds Work at Town Properties:**

Dee Cinner noted that she would be meeting with Amanda Pollock to go over grounds work that is needed at Vet's Park and the Library. There was a discussion of hours and that money is available to do extra hours for spring cleanup. It was discussed that Ms. Pollock will take care of Vet's Park, Russell Park and the Library. Mr. Bowlby will do the Town Office, the WPCO and the Senior Center. He has also been doing some clean-up at 6 North Road. Ms. Cinner stated she has some landscape cloth that Mr. Bowlby may want to use on the hill behind the Senior Center to keep the invasives down.

Ms. Cinner also asked about cobblestone to finish the work at Vet's Park. Approximately 78' of cobblestone is needed. She inquired if there is money available for the purchase. She will get prices for the Board.

### **Lafayette Trail Marker:**

Ms. Colson-Montgomery had sent an email on May 8<sup>th</sup> to Julian Icher from the Lafayette Trail organization to have him specify the exact color of blue that is used on the sign. Ms. Cinner opined the colors are not as subdued as the colors that are on the American flag. She thinks the colors are too bright. Ms. Colson-Montgomery would like to get the color from the pantone chart for an exact color. She opined that colors do not always look the same on the web or in pictures as the true color.

### **Edwards Museum Exterior Renovation Bids:**

At 2:00 p.m., there were two bids for the Exterior Renovation received, three bids for the Exterior Painting and four bids for the Re-roofing. The Select Board reviewed the results. The bids came in as follows:

- **Edwards Museum Exterior Renovation:**  
Diversified Construction Services, PO Box 2093, Amherst, MA: \$100,735  
Royal Renovations & Construction, PO Box 5223, Springfield, MA: \$33,900
- **Edwards Museum Exterior Painting:**  
Royal Renovations & Construction, PO Box 5223, Springfield, MA: \$13,600  
Diversified Construction Services, PO Box 2093, Amherst, MA: \$17,840  
Larochelle Construction, 23 College St, Suite 8, South Hadley, MA: \$23,700
- **Edwards Museum Re-roofing:**  
Diversified Construction Services, PO Box 2093, Amherst, MA: \$18,620  
Royal Renovations & Construction, PO Box 5223, Springfield, MA: \$23,800  
J.D. Rivet & Co., 2257 Main St., Springfield, MA: \$45,000  
Larochelle Construction, 23 College St., Suite 8, South Hadley, MA: \$11,600

The Select Board reviewed the bids. Mr. Fuller noted that Royal Renovations did not submit the full packet of information but the Town had the required information within an hour of the bid opening. Mr. Fuller opined having the full package, now in hand, was in the best interest of the Town to accept their bid.

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard, and unanimously voted to award the Edwards Museum Exterior Renovation work and the Edwards Museum Exterior Painting to Royal Renovations & Construction and to award the Edwards Museum Re-roofing to Larochelle Construction pending reference checks.

**MSW Disposal Agreement for 5/31/22-6/30/25:**

The contract with Republic Service for waste disposal has not been received yet. Mr. Chandler will be asked to attend the next meeting to discuss and hopefully the Town will be in receipt of the contract.

**Reports:**

**Dunham Building (WCPO) Paint:**

It has been reported to the Board that the paint on the Dunham building is bubbling at the rear of the building. A site visit will be done to assess. Ms. Cinner asked the Board to look under the window sills in the back.

**Cemeteries:**

Ms. Colson-Montgomery reported she had attended a Cemetery Commission meeting and an issue had come up regarding sink holes at the Mount Cemetery. Ms. Cinner reported at least four sink holes that need fill. She is also concerned what is causing the sink holes. Mr. Fuller will speak with the Highway Superintendent about bringing fill and loam into the cemetery. Ms. Cinner reported the holes to be at least 3 feet by six feet large. She reported there are several sinkholes at the Mount Cemetery.

**Gravestone Conservator:**

There was more discussion about hiring a Gravestone Conservator rather than putting the stones out to bid. Ms. Cinner opined that the cost would be more to pay an employee per hour rather than just awarding a contract based on unit price per stone. Mr. Fuller stated unit prices are difficult, as every stone would be different.

**IT & Server:**

Mr. Fuller reported that a meeting had taken place at the hut with Entre and Whip City. The server will be sited in the hut,

**Community Building Oversight Committee:**

The Select Board discussed the need to try to get some of the work that is needed at the Community Center done before the end of the fiscal year. Mr. Willard will check with the school to see who they solicited bids from for the cafeteria floor at the school.

**Russell Park:**

Mr. Willard reported that the concrete work has been done at Russell Park. He reported there is still some asphalt work that needs to be done on the sidewalk that travels from the Tennis Court to the Snack Shack. That work needs to be done and may possibly be included with work needed at the Tennis Courts.

**Town Administrators Report:**

**Phones:**

The porting request is complete and a date of May 18<sup>th</sup> is proposed for the porting.

**RFP Landscape Architect for 6 North Road:**

A site visit to 6 North Road was done on April 27<sup>th</sup> at 9 am. There were three companies that attended the site visit. In attendance were Larry Holmberg, representing the Town, Jeff Squire from Bershire Design, Allyson Fairweather from Wright Ostermier (Wo-La), Peter Flinker from Dodson & Flinker and Ms. Lessard. The companies present requested the dimensions of a proposed Town Office and Public Safety Building and the perc sites. Ms. Lessard sent that information out to all who had received the original RFP.

**Damon Pond Road Project:**

Ms. Lessard had a phone meeting with Karen Axtell from MassDOT regarding the Right of Way and easements (temporary and permanent that will be needed for the Damon Pond Road/North Road project. The revised 25% plan should be here by mid-May. There is a planned public hearing regarding the 25% plan on June 8, 2022 at 6:30 pm. I believe she said it will be via ZOOM. I have also received an email from Keith Lincoln from Chappel regarding warrant article dates for a possible October Special Town Meeting regarding the project to accept the ROW easements that are needed.

**ARPA Reporting:**

The ARPA reporting for US Treasury was required and completed by 4/30.

**Tennis Courts:**

Ms. Lessard contacted two more companies. Westboro Tennis Surfaces did respond and is booked out for the season but will give a proposal format for budgeting if the Town sends pictures and measurements of cracks. Mr. Willard offered to take the photos and measurements. There was discussion about including a pickleball court and possibly a basketball hoop.

**Old Town Hall:**

Larry Holmberg temporarily has stored the town's PPE at the WCPO.

Sandri came and got the furnace going at the Town Hall. There is a very brittle exhaust pipe that needs to be replaced. The repairman wrapped the pipe with heat tape and will get the parts to get it repaired.

**Snack Shack Water Heater:**

Ron Loven reported to Ms. Lessard (4/28) that the water heater needs to be replaced. The whole bottom has rusted out. Ms. Lessard reached out to John Thomas P & H to see if we can get a price for replacement.

**Action Items:****Special Town Meeting:**

It has been found than an article was not included into the Annual Town Meeting warrant. The article is to pay off the Midi-pumper loan with free cash. A date for a Special Town Meeting needs to be set. The Select Board discussed June 27<sup>th</sup> as the date for the Special Town Meeting. That date needs to be checked with the Moderator and Town Clerk. It was suggested to include an article to accept the layout of Sugar Hill Road and the Cannabis Bylaw. Ms. Colson-

Montgomery contacted CJ Lammers via cell phone at the meeting to ask that the Planning Board work to have that article ready for June 27<sup>th</sup>.

**Discussion of Annual Town Meeting:**

There are three articles on the warrant to be moved by the Select Board. The Board decided Mr. Fuller will move Article 18, Ms. Colson-Montgomery will move Article 19 and Mr. Willard will move Article 20.

**Annual Town Buiding Visit:**

The Select Board discussed dates to visit all the town buildings for assessment. A date of May 20<sup>th</sup> at 1 pm was chosen. Mr. Willard also suggested a site visit to the 6 North Road property the same day to assess whether parking can be allowed for the July 4<sup>th</sup> parade.

**General Discussion:**

The Select Board discussed the Town Election and the vacancies that are on the Local and Regional School Committees. Outreach will need to be done to find someone to fill those positions.

**Meeting Adjourned:**

The meeting adjourned at 6:20 p.m. and the Select Board left to attend the Annual Town Meeting at the Town Hall.