



**Chesterfield Select Board Minutes  
Wednesday, June 2, 2021 at noon  
Town Office Building - 422 Main Road**

The Select Board meeting was called to order at 12:00 p.m. by Mr. Fuller.

**Select Board Members Present:** Roger Fuller, Patricia Colson-Montgomery, Donald Willard

**Select Board Members Participating Remotely:** None

**Select Board Members Absent:** None

**Town Administrator Present:** None

**Public Officials Present** Police Chief Ed Murray, Sergeant Jeff Fish, and Brenda Lessard (incoming Town Administrator)

**Public Officials via zoom:**

**General Public Present:** None

**General Public via zoom:**

**Recorder of Minutes:** Brenda Lessard

**Video Conference Meeting:**

Mr. Fuller stated that this Select Board meeting is being conducted without the public physically present but with remote access consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth because of the outbreak of the "COVID-19 Virus." In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely. The Order allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will feature public comment. For this meeting, the public may join by video or teleconference via the Zoom App as posted on the Town's Website identifying how the public may join.

**12:00: Evaluation of Benefit Time Spreadsheet and Proposed Hours until June 21, 2021**

The Select Board reviewed Police Chief Ed Murray's Benefit Time spreadsheet to see his remaining vacation, sick, and personal time and reviewed the Chief's proposed work schedule through June 21, 2021, his last day of service. Ms. Colson-Montgomery referred to the Personnel Policy and read that Sick Time and Personal Time are not compensated at termination. She noted that only hours used prior to the last work day will be compensated, according to the Policy. Mr. Fuller opined that the goal of this meeting is to make sure that transition hours are given to Sergeant Fish, who will be taking over the Police Chief duties after June 21, 2021. Ms. Colson-Montgomery stated that all Town purchased equipment needs to be returned and accounted for prior to Chief Murray's last day in the office.

### **12:30: Meeting with Police Chief Murray and Sergeant Fish:**

Police Chief Murray had submitted his letter of resignation effective 6/21/21. The Select Board asked Chief Murray what his plans were for training Sergeant Fish so that there was a smooth transition in the operation of the Police Department. Chief Murray stated he will not let the Department down. He would be available for phone calls after his departure if Sergeant Fish had any questions.

Mr. Fuller voiced his concern for specific deadlines for training. Chief Murray stated the biggest issue will be administration of current grants. He opined there are hefty grant reporting requirements. Currently, there are three outstanding grants: the BYRNE grant, a traffic safety grant, and a grant for radios. All require reporting, which is mainly done quarterly. Most reporting is done through the State even if the grants are federally funded. The Tasers are being purchased through the BYRNE grant and they should arrive by July 1<sup>st</sup>. Chief Murray will be advising Sergeant Fish of the individual grants and showing him where the report forms are. Chief Murray stated he will be cleaning the Departmental computer of his personal emails but will show Sergeant Fish where the grant reporting requirement emails are. He noted that some grants send reporting reminders to the Town Administrator, Police Chief, and Select Board. Grant reporting is done on a spreadsheet and Chief Murray will show Sergeant Fish where those are located. He noted that any unspent grant funds need to be returned to the State. Chief Murray reported that most of the grants end in September but that the end dates need to be watched.

Chief Murray reported that the Traffic Safety Grant funded the purchase of the new traffic speed signs. All allowable hardware has been purchased out of that grant. He noted there are three stages of policing activities in this grant and that two more remain: Winter distracted driving, which is done in December and the summer traffic duty, which is done around Labor Day. The first stage was completed over Memorial Day weekend, which was Click it or Ticket (seatbelt use).

Chief Murray reported that the electronic ticketing procedure is almost complete. Two printers and a case of paper were purchased. The ticket info will be entered into a laptop in the cruiser. When complete, the ticket will be submitted into the system and printed out in the cruiser. Citations will no longer have to be mailed.

It was noted that there are two more payroll warrants before Chief Murray's last day. Chief Murray and Sergeant Fish will complete and submit the June 3, 2021 payroll together and Sergeant Fish will do the one on June 17, 2021 by himself with assistance from Chief Murray, if needed.

Mr. Fuller asked Chief Murray to identify his proposed schedule for the transition process. Chief Murray stated he would do five hours today, five hours tomorrow, and five hours on Friday. He will mainly train Sergeant Fish on the payroll process and grants as Sergeant Fish does not need any training on the Policing side. He noted that the Western MA Police Chiefs' group is a great resource.

Police Reform legislation was discussed. The Chief noted that all training records need to be submitted by July 1<sup>st</sup>. He noted that Firearms training still needs to be completed by July 1<sup>st</sup> for all officers but that this training has already been scheduled. Most of the Officers have completed 90% of their required training. Chief Murray noted that ACADIS does online training. He stated that Officers Wallace, Smith, and Sienkiewicz will need to attend the bridging academy. The bridging academy training is broken down into 40 hours of driver training, 40 hours of firearms training, 40 hours of tactical training,

and 80 hours of online training for a total of 200 hours. The Chief opined that recruitment and retention will be difficult after July 1<sup>st</sup>. He noted that the costs to a small town will be greatly increased to get an Officer trained. The MA Police Training Council is willing to do training on weekends, holidays, and nights to get small town, part-time Officers trained, as most of them work other daytime jobs. If an Officer is not affiliated with and hired by a Police department by July 1<sup>st</sup>, any training that they completed before July 1<sup>st</sup> will no longer be valid. Also, there will no longer be part-time Officer training, all Officers will need to attend a full-time academy after July 1, 2021.

Ms. Colson-Montgomery inquired if there were any more departmental projects outstanding besides the grants. Chief Murray reported a broken internet connection in the Police Station. He opined the internet cable needs a new connection installed on the end. He noted that he is currently using the public Wifi antennae connection.

#### **Inventory:**

Sergeant Fish is aware of all the Department's inventory and knows where the inventory list is. Chief Murray noted that the new radios still have to be outfitted. Six were purchased with a contingency of two more if grant funds are received. The Chief stated the radios should be delivered by July 1<sup>st</sup>. Chief Murray reported that he is awaiting word on a grant to fund the two additional radios. He opined that it is a very competitive grant. He recommended giving the old radios to the Highway Department as they are a better than what they are currently using.

#### **Firearms:**

Sergeant Fish knows where the firearms are located. Chief Murray noted that one firearm is out that still needs to be returned to the Town, but that Sergeant Fish is fully aware of the situation. That Officer is no longer working for the Town and will be returning the firearm. Chief Murray reported that there are two Chesterfield Officers that are not active because they are in training: One is in GA and the other is in the Municipal Academy attending for another town.

#### **Police Cruiser:**

Chief Murray reported that the new cruiser is still at his home. He reported that there is a wiring issue and that the computer connection is draining the vehicle battery as the wiring is on a live feed instead of an accessory feed. He noted the vehicle currently has a dead battery. Chief Murray planned to fix the wiring but the Select Board was concerned about voiding the warranty.

Sergeant Fish left the meeting at this point.

#### **Remaining Schedule:**

Chief Murray was asked about his remaining work schedule. The schedule he proposed was reviewed. Some hours were adjusted as the schedule was for proposed hours and some of the work was not done on certain days. The remaining hours the Chief intends to work after today will be 11.5 and those hours will be worked with Sergeant Fish on the transition of duties. Chief Murray stated he plans to use his remaining vacation time from 6/4/21 until 6/17/21.

#### **Meeting Adjourned**

With no further business the meeting adjourned at 2:15 p.m.