



**Chesterfield Select Board Minutes
Tuesday, June 21, 2021 at 4:00 p.m.
Town Office Building - 422 Main Road**

The Select Board meeting was called to order at 4:00 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: Brenda Lessard

Public Officials Present: Interim Police Chief Jeff Fish

General Public Present: James Thomson

Recorder of Minutes: Brenda Lessard

Common Acronyms:

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
FSA: Fiber Service Area
FRCOG: Franklin County Council of Governments
HCDC: Hilltown Community Development Corporation
HRHS: Hampshire Regional High School
HRSD: Hampshire Regional School District
ISP: Internet Service Provider
MHC: MA Historical Commission
MLP: Municipal Light Plant
MPO: Municipal Planning Organization
NHRES: New Hingham Regional Elementary School
PILOT: Payment in Lieu of Taxes
PVPC: Pioneer Valley Planning Commission
RFP: Request for Proposals
STAM: Small Town Administrators of Massachusetts
WG&E: Westfield Gas & Electric

Public:

James Thomson, who owns the property at 6 South Street sent an email on June 10, 2021 requesting the temporary use the parking in front of Russell Memorial Park for his tenants due to a re-paving project. He had already spoken to Matt Smith, Highway Superintendent about the specifics of the plan. The

grading will take two weeks in early August and the paving will take place in late August or early September. The time in between the site work and the paving, parking will remain on his own property. His plan is to extend the parking in the front of the building so all tenants have parking spaces. There will be nine marked spots for tenants and four spots for the post office patrons.

Mr. Fuller reported that he has spoken with Mr. Smith from Highway. The opinion of both was to allow Mr. Thomson's tenants park up behind the Old Town Hall rather than in front of Russell Memorial Park. The highway department will delineate where the tenants should park. This will leave the parking available at Russell Memorial Park for post office patrons. Mr. Thomson was advised to coordinate with Mr. Smith, Highway Superintendent when the time gets closer.

Minutes:

The Select Board reviewed the draft minutes from May 20, 2021-Visit of Town Properties; June 2, 2021-Meeting with Ed Murray and Jeff Fish; June 8, 2021-1:00 PM-Meeting with Goshen re: possible combined police services; and June 8, 2021 regular Select Board meeting. On a motion by Mr. Willard, seconded by Ms. Colson-Montgomery, the Select Board voted unanimously to approve the May 20, 2021 minutes as amended and the June 2, 2021 minutes as written. On a motion by Ms. Colson-Montgomery, seconded by Mr. Willard, the Select Board voted unanimously to approve the June 8, 2021-1:00 PM minutes as written and the June 8, 2021 regular Select Board meeting minutes as amended.

Warrants Reviewed:

The Select Board reviewed and approved the payroll WP21-26 and treasury W21-26 warrants. There was discussion of the new Town Administrator's training payroll and which account it should be taken from. Ms. Lessard will follow-up with the Treasurer and the Accountant.

Additions to Agenda:

Former Town Administrator:

Mr. Fuller had spoken with Bob Labrie recently and Mr. Labrie would like a video to include in a presentation to his wife who just retired as Town Administrator. The board discussed doing a collective video.

Mount Cemetery:

Ms. Colson-Montgomery reported that she and Mr. Fuller had visited the Mount Cemetery after an issue was brought to Mr. Fuller's attention by the Cemetery Superintendent, Fredericka Chick regarding a burial issue at the Mount Cemetery. She had dug a hole for a cremation burial of an urn of 12" by 12". The burial time was not coordinated by the family with the Cemetery Superintendent so she was not present when the family was graveside for the ceremony but met the family as they were leaving the cemetery. She requested and received payment for the burial services from the family. When she went into the cemetery she found the hole was 2' by 2' with a large metal diamond plate contractors box, covered with a cloth in the hole. Apparently, the family dug the hole bigger instead of contacting the Cemetery Superintendent that the hole was not large enough. The family later returned to the cemetery and saw the buried box had been uncovered and re-covered. In a phone call, Ms. Chick and the family exchanged words about them digging the hole much larger. Ms. Chick wanted the metal box removed from the hole. Ms. Chick called Mr. Fuller from the cemetery who recommended the Police be called. Chief Fish

responded and spoke with both parties. Chief Fish confirmed to Mr. Fuller that the family was difficult to deal with. Dee Cinner contacted Ms. Colson-Montgomery later and made a plan to meet with the family at the cemetery to have the metal box removed and to inform them that there would be an additional \$326. additional charge for all the extra work by Ms. Chick. Ms. Colson-Montgomery called the family and informed them of the additional charge and requested the family meet with her at the cemetery to have the large metal box removed. Mr. Fuller and Ms. Colson-Montgomery both went, as support, to the cemetery last week and met with the family at the gravesite. When the box was removed and opened there were two cremains inside the box, along with some personal items. One was in a wooden box and the other was in a metal urn. It was a man and his wife. The family rewrapped the two cremains and put them back into the grave and conducted a new burial ceremony. It was noted by the Select Board that the family broke the cemetery rules and regulations.

4th of July Rolling Parade:

Mr. Willard reported that some of the teachers will supply a video wishing the Town well on the 4th of July. Mr. Willard will be at the parade for support. He reported he has not heard anything more from Leslie Kellogg.

Town Administrator's Report:

Highway Driver/Laborer:

The driver/laborer position has been posted to the website and at the post office. It will also be in next week's Country Journal.

Library Tree Meeting:

All the trimming was completed by Mr. McSweeney.

Dunham Library Painting Quote:

The town has a quote from Mr. Paul Shepard, Gentleman Painting for \$9,950 to wash, scrape, and paint the Dunham Library building. RFQ was sent to two other painters, Sunnyside Painting and ProCoat. One declined to provide a quote as they are too busy. The town is waiting on the other quote. FY21 Major Repair funds can be encumbered before July 1, 2021, if the project is awarded by June 30th. The amount of \$9,950 will be encumbered from the FY21 Major repairs line.

6 North Road Property:

Received a quote for \$9,800 from Nina Inchadi (Ultimate Abatement Co., Inc.)

Larry sent a preliminary map of the delineation of the wetlands. Each mark is a flag. There was unanimous agreement between the Select Board to have Mr. Holmberg speak to the abutters (Tadiello & Ritchie) to confirm the property lines and come to an agreement of the property line locations.

The Select Board discussed the property and the possibility of selling the house and barn with two acres out of the total acreage. Mr. Fuller will contact a realtor to have the property assessed.

Long Term Borrowing:

Meg notified me that the State put the Town on notice that it has been doing short term borrowing for too long on some projects (can't do short term more than 10 years on a borrowing). She advised that David Eisenthal will be needed to sort this out and she will need to speak with the Select Board. A future meeting will be scheduled.

Website Estimates:

Ms. Lessard has reached out to Civic Plus/VTs for an additional quote. Quotes received so far include: ProudCity \$4,000 initial cost to construct and \$1,200 annually to host. (First year would be \$5,200.) MuniCode is \$4,800 initial cost and \$2,100 annually to host.

Personnel Policy Review:

Ms. Lessard reported that a new draft was received today and she will be reviewing the draft policy and meeting with Don Jacobs. He will then put a final draft together for Town Admin & Select Board review.

Shared Fire Services Study:

The public presentation on the report was held June 23, 2021 at 7:00 PM. There will be further meeting to discuss moving forward. Five copies of the report are at the Town Office.

Town Administrator Time Off:

Ms. Lessard reported she will not be in the office from July 15-23. She will reach out to the different departments to let them know she will need warrant items and bills by Wednesday, July 14, 2021 instead of Thursday for submittal to the Accountant.

Action Items:

Highway Mower: The highway department is buying a shared mower with Worthington. There were three responses to an Invitation to Bid from J.C. Madigan for \$101,750., Tri-County Contractors for \$99,940.86 and United Ag & Turf Northeast for \$102,559.70. The Highway Superintendent recommends that they would like to purchase from J.C. Madigan. The mower has more advantages than the lowest bid without Tiger mower and there is a longer warranty. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and voted unanimously, to award the bid to J.C. Madigan for the Diamond Model WBM-C-DD 23' Heavy Duty Wheel Loader Boom Mower. This mower will be jointly-owned and jointly-shared with Worthington.

Edwards Museum Repair Work:

Mr. Fuller met with Kent Hicks from West Chesterfield at the Edwards Museum. Mr. Hicks offered, at no charge to the town, to do specifications of what is needed at the museum for repairs, for the work to go out to bid. Eileen McGowan was also present.

Grounds Maintenance:

There has been discussion with Dee Cinner regarding grounds work that is not being done. The Select Board wants to draft a list of work that needs to be done on a regular basis. Once that list is complete, they will bring in Peter Bowlby to discuss the list and see what hours are needed to complete the work as needed. Mr. Fuller will reach out to Mr. Bowlby.

Meeting with Goshen re: Police Regionalization:

The Select Board has not heard back yet from Goshen on a date for a future meeting yet.

Discussion with Interim Police Chief Jeff Fish:

Tasers:

Chief Fish attended the meeting to report that he followed up in the taser paperwork and the company they were purchased from were the only company who sells that taser. No other quotes were received as it was a proprietary purchase.

4th of July Parade:

Chief Fish will not be around for the 4th of July but he has two officers, Aimee Wallace and Lyle Sienkiewicz who will participate. Ms. Wallace participated last year in the rolling parade.

Police Department Appointments:

Chief Fish had submitted his list to the board for appointment. A motion was made by Mr. Willard seconded by Ms. Colsen-Montgomery, to unanimously appoint the following individuals to the Police Department as recommended by Chief Fish. The following appointments were made:

Police Department: 1-year term

Peter Fappiano	2022
Peter Fisher	2022
Michael Perkins	2022
Lyle Sienkiewicz	2022
Greg Smith	2022
Aimee Wallace	2022

Radios:

Chief Fish would like to keep the old radios for back-up purposes. He is aware former Chief Murray had expressed to the board that the old radios should go to the highway department but he would like to keep them as spares instead of dispensing with them. He reported that the new radios do not pick up the fire frequency so in an emergency the police and fire could not communicate with the new radios. With the old radios communication between departments is possible.

Hours:

Chief Fish wanted clarification on the amount of hours he is to put in. The Board okayed him to work the 20 hours that former Chief Murray did. The board wants an officer present at the Police Department for two hours on Monday nights.

Discharge Deeds from HCDC:

A motion was made by Mr. Willard, seconded by Ms. Colsen-Montgomery and voted unanimously to allow the Chair to sign the three discharge deeds for the HCDC in the Town of Westhampton.

Meeting Adjourned:

With no further business the meeting adjourned at 7:42 p.m.