



**Chesterfield Select Board Minutes
Monday, August 1, 2022 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, Trish Colson-Montgomery, Don Willard

Select Board Members Participating Remotely:

Select Board Members Absent:

Town Administrator Present: Brenda Lessard

Public Officials Present: Justin West, MLP Manager; Larry Cervelli, Finance Committee; Mike Malouin, Police Chief; Sandra Wickland, Town Clerk

Public Officials Present Via ZOOM: Dee Cinner & Eileen McGowan-Historical Commission

General Public Present: Dave Christopolis, HCDC; Stefan Golec, Rockingham VT

General Public Present Via ZOOM:

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

NHRES: New Hingham Regional Elementary School

OSRP: Open Space & Recreation Plan

PILOT: Payment in Lieu of Taxes

PVPC: Pioneer Valley Planning Commission

RFP: Request for Proposals

RFQ: Request for Quotes

ROW: Right of Way

WG&E: Westfield Gas & Electric

On July 16, 2022, Governor Baker signed into law An Act Relative to Extending Certain State of Emergency Accommodations, which, among other things, extends the expiration of the provisions pertaining to the Open Meeting Law to March 31, 2023. Specifically, this extension allows public bodies to continue holding meetings remotely without a quorum of the public body physically present at a meeting location, and to provide "adequate, alternative" access to remote meetings. The Act does not make any new changes to the Open Meeting Law other than extending the expiration date of the temporary provisions regarding remote meetings from July 15, 2022, to March 31, 2023

This meeting was conducted with ZOOM access for the public.

4:00 P.M.: Justin West and Larry Cervelli: Air Table Presentation:

Larry Cervelli and Justin West attended the meeting to give a presentation to the Select Board of a software application which tracks a projects progress called Air Table. They demonstrated the app and suggested it might be useful for future town building projects. The Select Board found the demonstration interesting and informative.

Minutes:

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and unanimously voted to accept the Minutes of 7/18/2022, as amended.

Dave Christopolis, HCDC re: Septic Betterment Loans:

Mr. Christopolis attended the meeting to discuss the septic betterment loan program that the town used to have. There is still money in that account line. There was an inquiry about the program to the HCDC about septic improvement. Mr. Christopolis would like to see this money available again if possible to assist homeowners with septic repairs or replacements. This was a low interest loan in the past. Mr. Fuller opined, he remembered the program but it was many years ago. An original contract was made with DEP and the state provided funds to start the program. Mr. Christopolis also noted that many other small towns were signed on to the program as well. Mr. Christopolis would like to review the original contracts and the requirements of the loan and see the forms updated. The HCDC could administer the program. The Select Board agreed that restarting the program could be a good idea. They suggested Mr. Christopolis reach out to the Board of Health to collaborate on this. The Select Board will locate the original contracts and any possible paperwork having to do with the program and send it to the HCDC.

Additions to Agenda:

Vets Park:

Ms. Colson-Montgomery spoke with Ms. Cinner who was attending the meeting via ZOOM. She reported to Ms. Cinner that the Grounds Maintenance expense line was completely used up in FY22 by Vets Park which left no money available for any other town locations. She informed Ms. Cinner that any FY23 expenses would need to be taken to the Finance Committee to be paid with a Reserve Fund Transfer and during the budget process there should be a discussion with the Finance Committee to set up an account solely for Vets Park expenses for FY24. The Select Board noted that when the park was proposed to the town it was pitched that volunteers would be doing the upkeep at the park. Ms. Cinner stated it was difficult to get any volunteers to help out. She had recently asked for help with watering and had reached out to 25 people and only got a

response from two. Mr. Fuller opined that the park is a beautiful place and Ms. Cinner did a remarkable job overseeing the construction and it is a beautiful place to honor the town's veterans. Ms. Colson-Montgomery suggested tracking expenses and having an earmarked budget for Vets Park maintenance to present to the Finance Committee in the Spring when the annual budget is started to be put together for FY24.

Library Dehumidifier:

The Library's dehumidifier is not working. Ms. Lessard had Ron Loven go look at the dehumidifier and he reported a faulty sensor in the unit. The Select Board are in agreement that a new one should be purchased and authorized the money to come from Major Repair budget line.

Wasps and Hornets at COA:

It was reported that the custodian was stung at the COA over the weekend. The custodian found yellow jacket nest and a wasp's nest near the ramp in the siding and near the gutter downspout and sprayed the nests over the weekend. Ron Loven was asked to spray the nests again. He did report he had sprayed the nests earlier last week.

Right to Farm Signs:

The Farm and Forest Committee would like to install Right to Farm Community signs at all the roads coming into Chesterfield. They emailed over several examples of the signs they would like to get installed. The costs are approximately \$100. per sign. The Select Board did not have ample time to review the information prior to the meeting so they will discuss this at the next meeting.

City of Northampton Intermunicipal Agreement for Vets Services:

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard, and unanimously voted to sign the IMA with the City of Northampton for Veterans Services.

Warrants:

The Select Board reviewed and signed the warrants W23-03, WP22-03, and WBB23-03.

Reports:

Edwards Museum Renovation Work:

Mr. Fuller reported he has spoken with Jerrell Glass. They had discussed his unavailability to get the work completed this fall. Mr. Fuller reported he had asked Mr. Glass that if the town agreed to wait until spring 2023 to do the work, would Mr. Glass put in writing his willingness to perform the work at the bid price on the project. Mr. Fuller is waiting on a response. Mr. Fuller has called and left him several messages since that discussion. Mr. Fuller reported that he and Ms. Lessard had a conference call with Thomas McEnaney from KP Law who opined that the Town has a strong case against Royal Renovations as the town has a signed contract. Royal Renovations is legally obligated to do the work. Mr. Fuller will continue to reach out to Mr. Glass and if he does not respond, Mr. Fuller will have Mr. McEnaney write a letter to Mr. Glass stating the town's position on the matter.

Server Rack at Hut:

The rack and all equipment for the server is installed in the hut. The town is waiting on WGE to put in a separate broadband line for the server so Entre can get the server running.

Discussion with Fire Chief re: Underground Storage Tank:

Mr. Fuller reported that he had not spoken with Dave Hewes yet about the tank.

Cemetery Commission Meeting:

Ms. Colson-Montgomery reported she had attended the Cemetery Commission meeting. The Commission appointed Fredericka Chick as the Cemetery Superintendent again. The Commission met at the Center Cemetery first. Areas have been flagged for a potential gravel parking area that will be for parking, which is lacking there. They welcomed the new member Deanne Ursia. They reported that new aluminum flag holders for the veterans will be ordered. The plastic ones do not hold up. The superintendent was going to take a ground penetrating radar class but was unable to as the town does not have the equipment which is a requirement to take the class. They discussed the Ireland Street Cemetery and decided where the cremains will be buried. The commission also discussed what size grave markers will be allowed for cremains burials.

There is an additional area at the cemetery that was not included in the mowing bid. Zononi will do that piece for an additional \$40 extra per mowing. This will need to be included in the next mowing bid that goes out next year. Two markers will be installed to mark the property boundary. The commission also discussed what size grave markers will be allowed for cremains burials.

Town Administrator Report:**Highland Ambulance Budget:**

Ms. Lessard found the signed contract with HAEMS. The contract addresses the HAEMS to provide quarterly reports that shall outline and detail financial expenses and utilization activity under #8.

Tax Collector's Computer

The new computer was installed but there are still some lingering issues with the scanner on the printer, the MS Office software and the tax software printing to the wrong printer.

Tennis Courts:

Nothing back yet. Ms. Lessard sent a reminder email to Piretti Tennis and Westboro Tennis.

Floor at COA:

The invoice for ½ the bill was on this week's warrant. The Select Board were okay with the two choices that were sent to them Either one will be okay. Ms. Lessard will follow up with Hampton Flooring getting an install date.

AFS Associates Bill:

The Treasurer had given a bill to Ms. Lessard regarding OPEB reporting. Ms. Lessard had looked back into FY21 and could not locate where this bill was paid from nor any budget line for the bill. Ms. Lessard will follow-up with more research and reach out to the accountant.

Building Inspectors Computer:

The replacement computer did not arrive. Ms. Lessard will follow-up with Entre to check the status of the order.

Cummington UST removal:

Ms. Lessard checked with the Town of Cummington and the cost to remove their underground fuel storage tank is \$60,999.

Front Door at Town Hall:

Ron Loven has repainted the front door at Town Hall.

Action Items:

WOLA Contract:

Emily Wright from WOLA sent over a draft Contract for the Select Board to review. As the contract was not reviewed prior to the meeting, Ms. Colson-Montgomery made a motion, seconded by Mr. Willard, and unanimously voted to accept the contract, subject to Mr. Fuller's review and to allow Mr. Fuller to sign if acceptable.

Municibid:

Final Bids:

Roller: \$150:

The Select Board agreed to not accept this bid.

Logs: \$110:

Ms. Lessard has contacted the high bidder to arrange payment and pickup.

2011 Crown Victoria Interceptor Cruiser: \$3,400:

Stefan Golec who was the high bidder on the cruiser attended the meeting to make payment and to get a Bill of Sale, keys and Title. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and unanimously voted to accept the bid and have Mr. Fuller sign the title.

Sandra Wickland, Town Clerk re: Primary Warrant and Security at Elections:

Ms. Wickland attended to have the Select Board sign the State Primary Warrant. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard, and unanimously voted to sign the warrant.

Ms. Wickland also reported on the new changes to the voting laws which put the responsibility to provide police and constable detail at all elections to ensure the safety of the election workers, to maintain the integrity of the elections, and ensure ballots are delivered safely to the polls and back to the Clerk's office after the elections. Ms. Wickland reported she recommends the current set up with her having a constable present and in case of no constable being available, the Police Chief has agreed to provide coverage. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and unanimously voted, to allow Ms. Wickland to arrange coverage with a constable as is present procedure and discuss with the Police Chief if further coverage is needed.

Michael Malouin, Police Chief:

Chief Malouin attended the meeting to discuss his departments updates.

The Chief was out doing roadwork for a movie company that was filming in Chesterfield and were still filming while he attended the meeting. The plan was to shut down Rte. 143 from Sugar Hill Road to the

town center but the film company decided to do the scenes at Tolgy Wood and on Sugar Hill Road. There was a miscommunication in regards to the Fire Department being notified about the road closure and the Chief will ensure that the Fire Chief is involved if any road closures come up again. There was a discussion of Matt Smith being paid by the film company. Chief Malouin will add Mr. Smith onto his detail rate sheet at his time and one half pay rate to bill the film company.

Chief Malouin reported he had met with Jesse McMillan from NHRES to discuss school safety. The chief will meet with the teachers and plan a lockdown drill at a future date. During this discussion, it was discussed about Mr. McMillan wanting to put in a gate to keep the students and school safe. Mr. Willard opined that the gate would cause issues with plowing, and emergency response, etc. Mr. Willard will discuss his concerns with Mr. McMillan. Mr. Fuller reiterated the permission to use his barn as a reunification point for the children if an active shooter or some other issue come up where the students need to be evacuated. The barn is very close to the school and his property is gated. A path would need to be established.

Chief Malouin will be doing a gun training with ignition guns. He will be able to use UMASS's guns but will need to provide the ammunition. It will cost \$2,000 to convert the guns the department has.

The Chief also reported that one of the speed signs is broken. The housing is cracked. It will cost \$656 to send it out to be looked at for ½ hour. This cost does not cover the repair. The Select Board opined he talk to Finance Committee about a Reserve Fund Transfer as it is an unanticipated expense. There was also discussion of possibly purchasing a new one if money is available through a traffic calming grant. Mr. Willard will also look at it to see if the repair can be done in house.

Chief Malouin reported an unattended death in town.

The Chief also reported on the Tasers. The batteries are being tested to see if they can still be used.

Correspondence:

The Select Board acknowledged the email from Eileen McGowan regarding the paving on Bryant Street. They will discuss further with Mr. Smith when he attends a future Select Board meeting.

The Select Board acknowledged the email from Natalie Blais regarding the Rural Schools Report but have not had a chance to review the report yet.

Meeting Adjourned:

Ms. Colson Montgomery made a motion, seconded by Mr. Willard to adjourn the meeting at 7:33 p.m.