



**Chesterfield Select Board Minutes
Monday, October 24, 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 and Don Willard

Select Board Members Participating Remotely:

Select Board Members Absent:

Town Administrator Present: Brenda Lessard

Public Officials Present: Matt Smith, Highway Superintendent; Mike Malouin, Police Chief; Dave Hewes, Fire Chief

Public Officials Present Via ZOOM:

General Public Present:

General Public Present Via ZOOM: Dee Cinner

Recorder of Minutes: Brenda Lessard

Common Acronyms:

ACO-Animal Control Officer

COA: Council of Aging

CDBG: Community Development Block Grant

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

WOLA: Wright Ostermier Landscape Architects

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 pm: Matt Smith, Highway Superintendent Monthly Report:

Mr. Smith was in to give his monthly report.

Old Chesterfield Road:

Old Chesterfield Road is all paved with a binder coat only. The rubber chip seal will still need to be done next year. The rubber chip seal is 20% rubber mixed in with the seal and lasts longer. The plan is to not have line painting done. Mr. Fuller opined that lines may have to be done as the road is curvy and may need lines due to safety. As the rubber chip seal will still need to be done on the road, any possible further discussion regarding the line painting for Old Chesterfield Road will be at a later time. Mr. Smith noted that he does not have money in his budget for line painting.

Bill from WGE:

A bill came in from WGE for pole relocation on Old Chesterfield Road and other roads. Mr. Fuller will review the bill further to see if Highway may be responsible for a portion of the bill.

Highway Employee:

Mr. Smith reported that Mr. Williams will not be returning to the highway department. He is settling into his new job. Mr. Smith reported that he will pick up the slack through the winter and will be still looking for a new employee. He will advertise that he is looking for part-time help through the winter to see if he gets anyone to apply. He noted the pay rates are lower than some towns and towns that are offering higher wages are having trouble finding employees also.

Guard Rail at Fisk Meadow Bridge:

Mr. Smith had called MassDOT and they recommended hiring an engineer for the work. Mr. Smith reported that Gill Engineering gave a price of \$10,000 for engineering work for the guardrail replacement of the bridge at Fisk Meadow on Rte. 143. This cost does not include the work that is needed for the guard rail replacement. This price is just for the engineering work. Mr. Fuller would like Mr. Smith to call MassDOT to get names of other structural engineers for pricing.

Chappelle Engineering:

Mr. Smith has reached out to Keith at Chappelle Engineering to see where the plan stands for North Road and Damon Pond. The town is waiting on the 75% design plans to move the project forward on the TIP list and start the Right of Way process.

6:45 PM: Mike Malouin, Police Chief, Monthly Report:

Mike Malouin was in to give his monthly report.

Turkey Trot:

Chief Malouin met with Jessie McMillan, the Principal of NHRES, to discuss an event the school plans to do. This will be a walk/run that the school had planned for the route to be Smith Road, onto North Road, onto Main Road then back onto Smith Road to the school. The safety on Main Road is a concern and the need for many cones for safety was discussed by Mr. McMillan and Chief Malouin. Chief Malouin will suggest to use Smith Road onto North Road to the corner with Main Road and then reverse the walk/run to go back the same way and not do the Main Road portion. Mr. Fuller stated that Chief Malouin needs to keep Chief Hewes in the loop on the information in case of an emergency.

Town Calls:

Chief Malouin reported that it has been relatively quiet in town.

Detail Policy:

Chief Malouin is working on a Detail Policy which will be discussed at a future meeting. The Select Board will be reviewing the amount of hours of detail work in town is needed.

Minutes:

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and unanimously voted to accept the Minutes of 10/11/2022, as amended.

Warrants:

The Select Board reviewed and signed the warrants W23-09, WP23-09, and WBB23-09.

Additions to Agenda:**Bushes over Sidewalk:**

Mr. Willard reported that a bush is overtaking the sidewalk on the side of Rte. 143 near the crosswalk crossing to the back entrance of Russell Park. Ms. Lessard will reach out to Peter Bowlby to get it trimmed back.

HCDC Paperwork:

The HCDC delivered three items for the Select Board to look over and sign. The first document was a Program Extension of the FY20 CDBG Grant to 6/30/2023. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and unanimously voted to sign the extension. The second paper was an Environmental Review for a property in Plainfield which Ms. Colson-Montgomery, who is the Environmental Review Certifying Officer, signed. The third set of paperwork was a request for Loan Forgiveness. Ms. Colson-Montgomery noted she would like to see more paperwork. Mr. Willard opined there was no evidence of a hardship. Based on the information supplied, Ms. Colson-Montgomery made a motion that was seconded by Mr. Willard to deny the loan forgiveness request. The vote was unanimous to deny the request.

Complaint Received:

The Select Board received a complaint. The complaint was forwarded to the Historical Commission and Eileen McGowan, who the complaint was addressed to.

Hilltown Junior Olympics Bill:

Ms. Lessard will submit the bill for the Junior Olympics to the Finance Committee on behalf of the Recreation Committee. It will require a Reserve Fund Transfer as money was not budgeted for this purpose. Mr. Willard noted that past bills had been submitted to the Town Administrator

and she paid it from somewhere. In looking into the more current past bills, it was taken from the Recreation line, which does not have the funds. The Recreation Committee will add this to their budget for FY24.

Reports:

Edwards Museum Renovation Updates:

Mr. Fuller reported on the progress of the work at the museum. The roof has been shingled by LaRoche Construction on 10/23/22. Royal Renovations was sent an email from Kent Hicks regarding some putty glazing on the refurbished windows that needs to be redone and a miter corner on the eaves that needs to be tightened up. The re-siding and remaining work will be finished in the spring.

Discussion with Fire Chief re: Underground Storage Tank:

Mr. Fuller reported that he has not heard back from Chief Hewes yet about the tank.

Halloween Events:

Mr. Willard reported that the Rag Shag parade and Trunk or Treat had 90+ kids and approximately 250 people who attended the Rag Shag parade and the Trunk or Treat on 10/23. It was a great turnout and the carved pumpkins were lit and placed on the bridge in West Chesterfield. Mr. Willard will light the pumpkins again on 10/31.

Fall Tree Removal Bids:

Only one bid came in for Fall Tree Removal from LashCo in the amount of \$5,800. The Select Board would like to know why other companies do not bid. Mr. Fuller, who is the Chief Procurement Officer, opined this is not a good fiscal responsibility to the town that more bids were not obtained. Ms. Lessard will send an inquiry to the companies that got the paperwork emailed to them about why they did not submit a bid. The Select Board will take the bid under advisement as JB Lynch was not present to advise on the bid. The Select Board would like to see the tree company list expanded to include more companies for future bid requests. It was suggested to look for tree removal companies in the Berkshire County area also.

Town Administrators Report:

WCPO Paint Job:

Chris from ProCoat repainted the front deck and the bulkhead at the WCPO. Ms. Lessard went to the site and looked at the work and reported that the work was done satisfactorily. Ms. Colson-Montgomery asked about the paint bubbles on the back of the building. None were observed when Ms. Lessard visited the building.

Tennis Courts:

Ms. Lessard spoke with Bob Dane regarding Heath's pickle ball/basketball court. It was a basketball court which they have turned into a pickle ball/basketball court. The Town of Heath used a lot of volunteers to accomplish the conversion. Their highway department did the crack repairs and cleaning, GingerCat Sealcoating came and did the resealing and recoating. Volunteers painted the lines. Mr. Dane stated GingerCat did a great job and will do repair and reseal and painting. The company can also break down the cost estimates for all the steps. Ms. Lessard reached out to GingerCat to request an estimate to repair, reseal and recoat, then repaint one tennis court and to make the other court a pickle ball/1/2 basketball court with repair, reseal and recoat then repaint. Ms. Colson-Montgomery opined that the town could reach out to some

residents who have been requesting pickle ball to see if we can get some volunteers to help with the repainting of the courts. Ms. Lessard reported that the results of the Open Space Survey are online and that there were quite a few requests for pickle ball.

COA Smart TV:

Jan Gibeau, the COA Director reported to Ms. Lessard that the television at the COA got broken when moving the television for the Community Engagement Session. WOLA insisted it be moved to the floor from the stage and when it was returned to the stage by the custodian the television got broken in the elevator. The issue was no one can ride the elevator lift with the television so it had to be sent by itself. Ms. Gibeau is asking for the town to pay for another television, which is needed at the COA. The replacement will be about \$750. Ms. Colson-Montgomery opined it was not the town's responsibility. If the COA did not want the television moved, they should have expressed that to WOLA and not moved it from the stage. Mr. Fuller agreed that it was broken by a town employee, so the town is responsible for replacement. The Select Board discussed that highway should have been asked to move it down off the stage and again to return the television to the stage after the engagement session. Mr. Willard reported that he had helped Ms. Gibeau unload the new replacement television from her car into the COA just recently. Mr. Willard also saw the damaged television. Mr. Fuller opined that the COA must have found a funding source as they did not wait for approval from the Select Board before purchasing a replacement. Mr. Fuller noted that approval by the Select Board is needed to spend money if a department expects the Select Board to pay for something.

Phones:

Ms. Lessard reached out to Winnie Bancroft again to follow up on the wiring at the COA that was not completed right.

Ms. Lessard reached out to Verizon as the new bill came. There are still three active numbers and one is the fax at town office 296-4394. I have reached out to Ring Squared again to immediately cancel their service as it is no longer needed due to the fax not being on that bill. Two phone numbers need to be cancelled. One is 296-4784 at 403 Main Road which is the Town Hall and 296-4013 at 400 Main Road. Ms. Lessard will reach out to Verizon to cancel the two of the three phone numbers.

Verizon Pole Bill:

Ms. Lessard reached out to Special Project billing about a pole bill for an aerial field survey that was done to determine what it was for. They referred me back to WGE who requested it. Ms. Lessard reached out to Laura Blascak, from WGE, and who was the person who requested the aerial field survey to determine who is responsible for the bill. It refers to Old Chesterfield Rd, and Corner Road in Goshen. This bill was determined to pay out of the broadband construction line.

Action Items:

Several names were submitted by Jan Gibeau to appoint to the COA Board. Ms. Colson-Montgomery made a motion, seconded by Mr. Willard, and unanimously voted to appoint Eileen Theroux and Laura Dimmler to the COA Board.

General Discussion:

WOLA Community Engagement Session:

Ms. Colson Montgomery opined that the Engagement Session was not successful. She noted that the opinions received will not represent the town accurately. It was suggested to put the questionnaire out to the public. The presentation has been posted on the town website. The

questionnaire and a poster will be put out at Town Office, Library, Post Office and COA. Ms. Colson-Montgomery also stated that WOLA should have had their own equipment or tested the set up prior to the session. They should have had a test run. It was discussed about using microphones may have helped. The next session may be at the Town Office as there is a much larger television for ZOOM access with a sound bar. There were 35 people in attendance with 27 additional participants via ZOOM.

Correspondence Received:

NHRES Oil Spill & Septic Pump Failure:

An email was received from Jessie McMillan, the NHRES Principal reporting on two items. The first was an oil spill that occurred at the school while the school was getting a fuel oil delivery. Roberts Energy, the company who delivered the fuel accepted responsibility after discussion between Mr. McMillan and the company representative and will be paying the associated costs that were incurred. MassDEP was notified.

The other item that was reported was a sewer pump failure. Mr. McMillan had gotten three prices and due to response time from two companies for repair, he went with Roberts Construction to do the repair even though they were not the cheapest. The septic system needs to be pumped at a minimum weekly which is an additional cost to the school. Roberts Construction could do the repair right away. He will be paying the bill out of his Excess and Deficiency Fund but will be looking to Chesterfield and Goshen to replenish those funds.

HRHS School Committee Invite:

Diana Bonneville, Superintendent of HRHS has invited the Select Board or at least one member to attend the 11/14 HRHS School Committee meeting at 5:30 pm. After discussion, it was decided that Ms. Colson-Montgomery would attend. Ms. Lessard will let Ms. Bonneville know who will be attending.

Last Mile Celebratory Event:

A Last Mile Celebratory Event is being planned by the Governor's Office. They had requested an invite list from the Town. Ms. Lessard came up with a list and the Select Board approved. Ms. Lessard will return the list to Bill Ennen.

Meeting Adjourned:

Ms. Colson Montgomery made a motion, seconded by Mr. Fuller to adjourn the meeting at 8:05 p.m. The vote was unanimous.