



**Chesterfield Select Board Minutes  
Monday, November 8, 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, Trish Colson-Montgomery and Donald Willard

**Select Board Members Participating Remotely:** None

**Select Board Members Absent:** None

**Town Administrator Present:** Brenda Lessard

**Public Officials Present:**

**Public Officials Present Via ZOOM:**

**General Public Present:** Denise LeDuc, HCDC

**General Public Present Via ZOOM:**

**Recorder of Minutes:** Brenda Lessard

**Common Acronyms:**

ARPA: American Rescue Plan Act  
CARES: Coronavirus Aid, Relief, and Economic Security  
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  
FRCOG: Franklin County Council of Governments  
HCDC: Hilltown Community Development Corporation  
HRHS: Hampshire Regional High School  
ISP: Internet Service Provider  
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  
WCPO: West Chesterfield Post Office  
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 April 1, 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.

**Warrants:**

The Select Board reviewed and signed the W22-10 and WP22-10 warrants.

**Minutes:**

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard and unanimously voted to accept the Minutes of October 25, 2021, as amended.

**Additions to Agenda:****Halloween:**

Mr. Willard reported that the pumpkins on the West Chesterfield bridge were a hit again this year.

**Groundskeeper:**

Ms. Colson-Montgomery noted that some fall grounds work is not completed at this time. Ms. Lessard will notify Mr. Bowlby that if he wishes to put in 10-20 hours more before winter to do more fall clean-up, it would be appreciated. The Select Board also would like some possible weed whacking done at 6 North Road along with some yard clean-up.

**Police Chief:**

Mr. Fuller has been speaking with Acting Chief Fish about the reduction of his available hours Chief Fish will have after January due to his retirement restrictions. Chief Fish has a recommendation to the Town for someone willing to work the Chief position. As the town only had one applicant several months ago, the Board is interested in talking to the person that Chief Fish recommends. This may be added to the December 5<sup>th</sup> agenda.

**Broadband Insurance:**

Mr. Fuller reported he had the numbers from the insurance company to increase insurance coverage of the Broadband system. The price of the insurance for the hut will increase to \$1,505. which is a 500% increase annually and will increase the coverage from \$62,000. to \$186,000. Mr. Fuller will follow up with Cabot Risk as the increase in price does not seem accurate with only a 300% increase in coverage.

As far as the Broadband system which includes wires, strand and town-owned equipment, the insurance premium will increase an additional \$2,027. per year to increase coverage from \$765,000. to \$1,100,000. on the poles and wires. There was discussion regarding it being almost impossible to have a total loss of the system. Mr. Fuller will report this increase to the MLP Board as they will be the ones paying the increase in the billing and they should be the ones making that decision.

**Town Administrators Report:****Special Town Meeting:**

Ms. Lessard reported that a Code Red message was sent out on Thursday, November 4, 2021 and another reminder on November 7, 2021. Set up is complete and ready for the Special Town Meeting at 7:00 P.M.

**Basement:**

ServPro sent a quote of \$3,800 for the mold remediation to clean, treat and dry the entire basement including the walls, floors and stairwell.

**6 North Road Wetland Delineation:**

A ZOOM meeting has been set up by Mr. Fuller with Ward Smith on Monday, November 15, 2021 at 4:00 P.M. to discuss the delineation.

**Phone System:**

Ms. Lessard reported she has called Hackworth and Lee Audio in regards to the alarm systems at Town Office and the Senior Center. Brian Hackworth will be contacting the town next week to discuss and send a quote for an Alarm Cell Communicator. Lee Audio has sent a quote for \$851 to switch over the alarm at the senior center with a \$400. annual alarm monitoring fee. Once these costs are in place the town can move forward and get the phones ordered and replaced.

**Russell Park Damages:**

All the quotes for repair have been sent to the insurance company.

Berkshire Fence: \$1,255 for fence repair

Accufab: \$2,029. To fix the bench and the fence.

LashCo: \$800 to remove the tree on the dugout.

The adjuster at the insurance company noted some roof damage on the dugout when he came out to inspect the damage and will include that in a final cost/settlement.

**Compact IT Grant:**

Ms. Lessard received an email from MA DOR that the town's request was too broad and would the town still move forward if they award \$34,000 (not a positive yes) for a server, firewall and email domain. Ms. Lessard will follow up.

**Green Communities Annual Report:**

Ms. Lessard reported she is working with PVPC in getting the Annual Report completed by the deadline.

**Liquor Licenses:**

The 2022 Liquor License Renewals have been sent out.

**Drop Cost Reimbursement and Certification:**

Ms. Lessard was notified by the State that the \$225,500 has been approved for release and notification of wire transfer. Bill Ennen has sent certification paperwork that the Treasurer has to fill out and return to him.

**Assessors: Tax Classification Hearing:**

The Assessors plan to hold the Tax Classification Hearing for Monday, November 22, 2021 at 7:00 pm. This will be added to the Select Board agenda.

**Meeting with HRHS Bobbie Jones and Dr. Bonneville:**

Ms. Lessard had a meeting with Bobbie Jones and Dr. Bonneville on Friday, November 5<sup>th</sup> to discuss timelines for budget season. Hampshire Regional will be sending dates of upcoming budget meetings in case a town representative wants to attend any of the meetings.

**CARES Report 10/29:**

Ms. Lessard submitted the costs from Larry Holmberg that were rejected by FEMA to the CARES funding. The amount was \$5841.05 and was approved for reimbursement by CARES.

**DSL Cancellation Request:**

The DSL cancellation request for the Fire House and Highway Garage has been made and acknowledged by Verizon. Those DSL accounts are cancelled as of 11/4/21.

The Select Board left the office at 6:40 p.m. to go to the Community Center for the Special Town Meeting.

**Chief Fish:**

The Select Board met with Chief Fish after the Special Town meeting at the Community Center to briefly discuss his recommendation for a new Chief. Chief Fish also recommends hiring an administrative person for the Police Department to handle billing, warrants and paperwork.

**Meeting Adjourned:**

With no further business, the meeting adjourned at 7:40 p.m.