



**Chesterfield Select Board Minutes
Monday, November 21, 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: Trish Colson-Montgomery and Don Willard

Select Board Members Participating Remotely: Roger Fuller

Select Board Members Absent:

Town Administrator Present: Brenda Lessard

Public Officials Present: John Follett, Conservation Commission; and Ed Severence, Mary Ann Severence and Crystal Ames, Board of Assessors

Public Officials Present Via ZOOM: Sarah Hamilton, Finance Committee

General Public Present: Emily Wright and Allyson Fairweather from WOLA (Wright Ostermier Landscape Architects), Phil Labbee

General Public Present Via ZOOM:

Recorder of Minutes: Brenda Lessard

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.

Minutes:

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard to approve the Minutes of 11/7/22 as amended. The motion was unanimously voted.

Fall Tree Removal Work:

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard to award the fall tree removal work to LashCo as requested in the Fall 2022 Tree Removal Bid Sheet. The motion was unanimously voted. It was noted that the payroll records showing prevailing wages were paid for previous work have been received and are on file.

Additions to Agenda:

Governor's Last Mile Celebratory Event:

The event will be on 12/1 in Ashfield. Ms. Colson-Montgomery and Mr. Willard plan to attend.

Holiday Parade:

Mr. Willard reported that Kelli Wainscott will be attending the next Recreation Committee meeting to give an update on the plans.

MLP Meeting:

Mr. Fuller reported that at the last MLP (Municipal Light Plant) board meeting, the MLP Board voted to give a free month of broadband services to the residents as they have a healthy reserve fund. This vote would use about \$50,000 of the reserve. Subscribers will see their free month of service in their December billing.

Highway Part-time Workers:

The Town received two applications for the highway position. As both applicants were qualified, Mr. Smith decided to hire both part-time at this time.

Finance Committee's Policy Recommendations:

Ms. Colson-Montgomery noted that the Finance Committee is an advisory board and not a policy making board. The Select Board will review the recommendations from the Finance Committee and will write an appendix regarding classification and compensation to the proposed new Personnel Policy before the board adopts it. Mr. Fuller will reach out to Sue Labrie regarding updating the compensation chart and making the information more current. The Finance Committee would like this updated prior to the budget season beginning. The Select Board will meet on Wednesday, December 7th at 11:30 am via ZOOM to review the Personnel Policy with special attention to a classification and compensation appendix, the policy regarding the deadline to use vacation time, and the addition of Juneteenth to the holiday list.

6 North Road:

The Select Board discussed the design options that were sent over from WOLA (Wright Ostermier Landscape Architects) prior to meeting with Ms. Wright and Ms. Fairweather. Mr. Fuller opined he did not like the options that carved a two acre parcel out of the center of the frontage along North Road. Ms. Colson-Montgomery and Mr. Willard both agreed with that sentiment. The Select Board also noted that none of the designs submitted included two municipal buildings on the property if the town sold either the house and barn with two acres or a single building lot. Mr. Fuller opined he would like to ask Ms. Wright why there were no designs with two municipal buildings along with a parcel to sell. Ms. Colson-Montgomery stated it does not appear to be enough room to accomplish that design but the board will see what WOLA says about that possibility.

5:00 PM: Emily Wright and Allyson Fairweather from WOLA:

Ms. Wright and Ms. Fairweather attended the meeting to discuss the design option plans they had emailed to the board. Ms. Wright went over the designs and then the Select Board asked questions. Ms. Wright noted the following:

Design A0: Sells the existing house and barn with two acres. Has the least impact on the property and had no municipal buildings. Ms. Colson-Montgomery noted she did not like the design with the access

to the walking trail starting on the Main Road due to concerns about reaching the trail head via dangerous Route 143. She opined that access should be on the North Road. Ms. Wright noted that a parking area could be put in.

Design A1: Sells the existing house and barn with two acres. Has more of an impact in regard to parking area and driveways. This design would require the most site work and is a design the Police and Fire Chief had voiced support for to WOLA in regards to separate driveways, one on North Road and the other on Main Road. There would be more upkeep to the property.

Design A2: Sells the existing house and barn and two acres. Less impact than A1 in regards to separate driveways. Access to a proposed municipal building would be on North Road.

Design A3: Sells the existing house and barn with two acres. This option has even a less impact due to less of a parking area but does include proposed extra parking at the 5 North Road property. As there are no decisions as far as removing the existing fire station, the Select Board would like to keep any parking on the 6 North Road property.

Design B1: Tears down the existing house and barn and sites a municipal building in that location on the property. The proposed designs of B1 and B2 carves out a building lot to sell in the middle of the frontage along North Road. The Select Board is not in favor of any design that breaks up the frontage along North Road.

Design B2: Is similar to B1 but has less impact by reducing the parking areas and location.

Design B3: Tears down the existing house and barn and does not sell any of the property. Shows two municipal buildings sited on the property.

The Select Board noted that all the designs have a walking trail except Design A1. The board liked the idea of a walking area but did not like the access to be along Main Road. Ms. Colson-Montgomery especially liked the access to be right behind the church. The Select Board also noted the town's easement behind the church.

Ms. Wright was asked by the board why none of the designs show two municipal buildings and still allows the town to sell two acres of the property? Ms. Wright opined that the site is not large enough to accomplish this design. She cited the wetlands setbacks and high water tables in several areas as detrimental to siting two large buildings and carving out a two-acre parcel to sell. The Select Board asked if she looked at carving out a two-acre parcel to sell along the Main Road access point? WOLA will look at that and submit another proposed design showing that possibility.

Ms. Colson-Montgomery opined that in Design B3, the proposed town offices and the proposed public safety building siting should be switched. The proposed town office would be less impactful and could be sited further down North Road. Mr. Fuller also opined that a proposed public safety building should be sited across from the current fire station for storage and parking reasons.

WOLA will make some revisions and resubmit them to the board for their next meeting.

Reports:

HRHS Meeting:

Ms. Colson-Montgomery reported that she had attended the HRHS (Hampshire Regional High School) school committee meeting as the liaison for the board. All five towns sent a representative. As Southampton and Goshen had relatively new Select Board members, it was decided that the Westhampton Select Board member, Scott Johndrow, would be the liaison. It is anticipated to be lengthy negotiations.

ADA (Americans with Disabilities Act) Study Meeting:

Mr. Willard reported that he and Ms. Lessard had attended an ADA study meeting at the Hilltown Community Development Corporation (HCDC) on November 10th. It was a good discussion on how to implement a proposed grant that the HCDC is applying for. The first phase of the grant would look at the proposed projects and do any groundwork and the second phase would construct or implement the changes. Mr. Willard opined he does not like the proposed ADA playground covering as it is recycled rubber and is not very environmentally friendly. Mr. Willard liked the survey that will be put out. It was also discussed that not all disabilities are visible, so a survey could ask for input on proposed ADA changes. Mr. Willard opined that not all door handles need to be changed. Mr. Fuller asked about two ramps at the Council on Aging (COA). Mr. Willard reported that two ramps would not be needed. The second egress could have a four-foot landing pad for rescue. Mr. Willard reported that it was a good first meeting.

Town Administrators Report:

Broken Shed Window:

Ron Loven fixed the glass in the shed window. It was noted that the wrong shed door was looked at by Mr. Loven. The shed door that needs looking at is on the recreation shed behind Town Office, not at the Snack Shack in Russell Park.

COA (Council on Aging) Dishwasher:

Hobart Repair in Connecticut has sent a credit application to allow them to set up an account so they can come service the dishwasher at the COA which is in need of repair. The other alternative is to use a credit card.

Free Cash Inquiry:

Ms. Lessard received a three year look back at the free cash and what makes up the free cash. This information was requested by Mr. Fuller. The Select Board will look it over for further discussion at another meeting.

Mr. Fuller opined that one of the items that comprises the total of free cash comes from leftover funds in Debt Service. He would like to see that money be used to pay down principle on the loan if there is any money left over rather than see it go into free cash. It was discussed whether wording could be changed in the ATM warrant to allow the leftover funds be applied to the principle of the debt.

Boiler and Pressure Tank Inspections:

Liberty Mutual sent an inspector to do the annual inspections at the Town Office and the Highway Garage. The boiler at the Town Office has a recommendation to install a carbon monoxide detector with two independent and reliable power supplies, one primary and one secondary. The air pressure tank at the highway garage was inspected and a code violation was issued. The tank will need to be repaired and re-inspected. Ms. Lessard let Matt Smith, Highway Superintendent know about the violation and he has already repaired the tank. Ms. Lessard will let the inspector know he can come to re-inspect the tank.

Action Items:**Ethics Disclosure from Ellie Goudie-Averill:**

Ms. Goudie-Averill filed an Appearance of a Conflict of Interest with the Select Board. She is a member on the Cultural Council. She also runs a dance group who submits an application to the Cultural Council for funding. She filed the disclosure of the facts and that she abstains from any discussion regarding her application. The Select Board signed and accepted the disclosure.

Sustainable Materials Recovery Program (SMRP) Grant:

The Town was awarded an annual SMRP grant from the Commonwealth of MA in the amount of \$5,250. for the transfer station. Mr. Willard made a motion, seconded by Ms. Colson-Montgomery and unanimously voted to accept and sign the grant paperwork.

Hilltown Community Development Corporation (HCDC) Lien Discharge:

Ms. Colson-Montgomery made a motion, seconded by Mr. Willard, and unanimously voted to sign the Lien Discharge paperwork for a Williamsburg resident. There was an \$8,000. check which accompanied the discharge.

Meeting Time for Winter Meetings:

Due to scheduling conflicts, Ms. Colson-Montgomery made a motion, seconded by Mr. Willard to have the start time for the Select Board meetings move to 4:30 p.m. instead of 4:00 p.m. until May 2023.

Tax Classification Hearing:

Ms. Colson-Montgomery opened the Tax Classification Hearing at 7:00 p.m. Board of Assessors Chair Ed Severance was present, along with members Mary Ann Severance and Crystal Ames. Mr. Severance recommended a single tax rate for the Town of Chesterfield. Mr. Willard made a motion to approve a single tax rate for the Town, seconded by Ms. Colson-Montgomery. Unanimous vote. Mr. Severance reported that this year's new growth is \$48,987. Mr. Severance reported that next year is a revaluation year.

Ms. Colson-Montgomery closed the Tax Classification Hearing at 7:07 p.m.

John Follet, Conservation Commission re: Tax Classification Hearing:

Mr. Follet came into the Select Board's meeting to inquire about the tax classification hearing as the legal advertisement stated conservation land. The Select Board advised him to speak to the Assessors. There was discussion on impacts of state and federal owned land and how many land owners have land in chapter which reduces the tax revenue.

Phil Labbee, Soaker Road:

Mr. Labbe came in to ask about the status of his portion of Soaker Road. He reported that at one time, a change was made in the road and it left the portion of the road in front of his home in limbo. He reported it had been plowed by the town before. He requested an answer if the road is a town road or a private road. Mr. Labbee was advised to speak to the Highway Superintendent as a definitive determination could not be made without some investigation.

Meeting Adjourned:

Mr. Willard made a motion, seconded by Ms. Colson-Montgomery to adjourn the meeting at 8:02 p.m. The vote was unanimous.