



Selectboard Meeting Minutes April 3, 2024

The meeting was declared open at 3:00 PM by Ann Marie Visconti, Chair, with Curt Robie and Tamarin Laurel-Paine also in attendance. Sean Curran, Town Administrator, and Mark Doane, Administrative Assistant were also present. Town residents in attendance were: Skip Savery, Highway Superintendent, Suzanne Lemieux, Town Clerk, Adair Laurel-Cafarella, Finance Committee, Kirsten Henshaw, Treasurer, Ken Murray, Assessor, Logan Judge, and Al Sirard. John Les, IT Manager was also present.

The minutes of the March 20, 2024 were approved as presented.

John Les reported that he is currently in the process of installing new computers. He reported that the ones he is replacing are due to the fact that they can't update to Windows 11. These computers were obtained through a grant. He reported that there is a new UPS (battery back-up) in the computer closet in case of power surges. He will also be doing security updates on the second and fourth Tuesdays of the month. The question was raised of what to do with the old computers. Washington put theirs up for sale to the towns people. If we did the same, purchasers would need to know up front that no security updates can be done, and it would take 10-20 minutes to "scrub" each computer of town information.

A potential Building Use Policy was brought before the board for discussion/consideration. It was presented by Curt. Tamarin felt it was cumbersome overall, and presented what was already on the website. Sean felt there was too small a time window to get everything done, and recommended 3 weeks or 30 days. Ann Marie requested that Mark reword it and have it available for the meeting on April 17.

The Town Administrator reported that Angela Panaccione met with the Conservation Committee on April 1, 2024 and recommended to put in for a 5-year permit so that the Highway Superintendent doesn't have to come before the Conservation Commission for everything concerning road maintenance and water ways. It was recommended that Skip meet with the Conservation Committee yearly for any anticipated issues he foresees, that aren't of a routine nature. This permit can be renewed at the end of five years. Angela also wants to use a road in Middlefield as a pilot on why new DEP regulations won't work. Sean feels this would put Middlefield in the forefront of the State. On April 9, 2024, Angela, Skip and Engineers will look at 3 possibilities: Cone Road, Chipman Road, or Clark Wright Road. Angela is leaning towards Clark Wright; Tamarin is wondering if ½ Chipman and Half Clark Wright.

Sean also reported a town resident was able to utilize the PVPC block grant for a new septic system. He is also putting in an earmark to the State Senate in the amount of two million dollars for the Town Hall and the Senior Center. He needs letters of support. He is also working on getting the bidding process going for the Town Hall floors, pending the outcome of the Special Town Meeting on April 13, 2024. The tasers for the police department have been ordered and are awaiting delivery. MassWorks and MVP grants are due by April 30, 2024. Curt is working on one for a ramp at the Town Hall and for a capital master plan. Sean will also be sending in a Letter of Interest for Reservoir Road paving and housing for the Police vehicles. Skip is considering 2 bays beside the garage; one for the tractor and one for the Police Department. The DEP has a grant for \$10,000.00 that can be used to improve the Transfer Station, with the possibility of a repair shop.

Tamarin spoke about Green Communities. She presented a list of vendors to audit our building and provide the cost and energy saving calculations to put in for grant projects. Tamarin will take care of sending out Letters of Interest. *Request For Information on company's expertise*

Budget talks continued with the Recording Secretary being at \$2,000.00. Adair questioned board about separating building accounts. Ann Marie felt that in the past, certain vendors had trouble and kept saying we were late in payments. It was recommended that Mark begin a spreadsheet as of July 1, 2024. This will require all invoices go to the Administrative Assistant, then handed off to the accountant. An email to this effect will be going out. It was also reported to decide on which insurance for the Fire Department was going to be used: MIIA or VFIS. A vote to be taken at the April 17, 2024 selectboard meeting. Sean to follow up on and present findings prior to the vote. A motion was made, an all in favor, to allot \$56,000.00 for ~~vehicle~~ insurance.

Kirsten and Skip spoke about the new truck that is to be purchased. It will cost \$256,000.00. It will take a year to come in once ordered. When truck is delivered you pay for it. The Town will borrow \$165,000.00. The rest will come from Chapter 90 money. Kirsten did think an article would need to be put in the Town Report about the \$1,800.00 borrowing fee and putting it out to bid.

An All-Boards Meeting is scheduled for May 18, 2024 at 8:30 AM.

A rather extensive discussion occurred around communication and ways to improve it and keeping each board member informed of what is being done, who they have talked to relative to town needs. Much of this discussion was around the floors, the library floor, who will be the clerk of works.

Under old business, Curt reported that the plans for the Skyline Trail dump were returned, as the planning board needs to sign them. That is scheduled for April 5, 2024, then can be sent to the Hampshire County Registry of Deeds for recording. Skip was present when the soil test was taken at the Skyline Trail dump site. Sean to call and see if the PVPC IT Collaborative still active, as there was a question as to whether we need to remain with it.

Under new business, the Annual Town Elections will occur on Saturday, May 4, 2024 from 8:00 AM to 12:00 PM. Early voting and absentee voting will be available from 1:00 PM to 6:00 PM on April 22 and April 29.

No public input was offered.

There being no further business to come before the Board, it was declared closed at 5:00 PM.

Respectfully Submitted,
Mark W. Doane,
Administrative Assistant

Ann Marie Visconti, Chair:



A handwritten signature in black ink, appearing to read "Ann Marie Visconti", written over a horizontal line.

Curt Robie, Member:



A handwritten signature in black ink, appearing to read "Curt Robie", written over a horizontal line.

Tamarin Laurel-Paine:



A handwritten signature in black ink, appearing to read "Tamarin Laurel-Paine", written over a horizontal line.