

TOWN OF MIDDLEFIELD
PO BOX 238, MIDDLEFIELD, MA 01243
SELECT BOARD MEETING MINUTES: February 1, 2023

PRESENT: Ann Marie Visconti, Chair, Tonya Santaniello, Member, Curt Robie, Member, Skip Savery, Jenny Dion, Doreen Black, Adair Laurel-Cafarella, Joe Kearns,

CALL TO ORDER: Meeting called to order 6:33 PM

Review Mail: Ann Marie reviewed and signed Berkshire Regional Agreement for Ed Fahey Inspectional Services & Expenses. The permit is coming from grant. Discussed legal notice about Block Grant.

Review and approve meeting minutes for 01/18/2023 & 1/25/2023: Ann Marie made motion to approve 1/25/23 meeting minutes, Tonya seconds. All agree. Minutes for 1/18/2023 not available and will be approved at another meeting.

Police Department – Additional space needed: Chief Dion discussed the need for additional safes due to the large amount of confiscated firearms. There were 2 safes researched at Home Depot. One holds 64 guns for \$989.00, the second would be for confiscated Ammo for \$800.00. Discussed where the funds would come from. Discussed status of new cruiser which is still at the dealer and needs to be taken to Springfield truck & auto. Discussed remaining Budget funds.

Possible budget discussion: Discussed being careful about increasing budgets due to tax rates. Friday, 2/10/23 Selectboard will be meeting with the Town of Washington in Middlefield to discuss the Town Administrator Position.

Discuss budget or hourly rate for IT/Website Management: Catya sent an email with rate of \$40 - \$60/hr. or could pay on a project basis. She sent a survey to anyone in town that has email to answer questions about moving to the new host themselves. There is \$2800 for hosting websites. Discussed writing job description for position.

Discuss HR Consultant for Policy & Procedures: Need to fill out questionnaire, Curt discussed questions required to answer could get complicated.

Meet with Highway Superintendent to see where he stands with material: Skip said they are halfway through, but he doesn't recommend increasing it now but to wait until end of year. He has been buying from a second vendor. Morton's @ Last years rate. Discussed calling other vendors for additional salt. Has ordered from Apalachee for quick turnaround time. Salt invoice is \$9000 higher than last year. Discussed budget increases for salary. Discussed textile box possibly at Senior Center which could possibly generate money for them.

Discuss Finance Handbook: MMA Handbooks for Finance & Select Board are in the office electronically; they are too large to print.

Capital Project Funding: Senior Center Estimate has been lowered to \$732,000 after conversation with the house architect. \$174,994 was appropriated last year. Curt will proceed with Grants.

Discuss STM Warrants: County Retirement will need an additional \$6390.00 which could be taken from Land Sales account, Senior Center Asbestos Floors in Town Hall, \$7500 Dirt Roads Audit, Investment Policy, TA Salary Increase.

Old Business: Discussed possibly getting software so Select Board & Finance could look at Town Finances. Follow up with Catya about OWL for virtual meetings, Discussed TV for Historical Commission, Doreen Discussed that the Museum stage has been cleaned up and they are going to start digitizing items.

New Business: Doreen asked if Catya was an Independent Contractor or W2 employee. Ann Marie said the same as what Steve Harris was. Doreen asked if we asked Steve how many hours he has put in as It. The board has not.

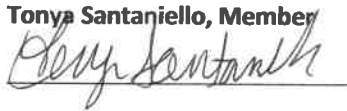
Public Input: Doreen questioned asking Catya for Job Description or proposal for what she is going to do. Doreen discussed that due to Catya's experience she feels that \$40/hr. is too low. The board should know baseline of what is needed for hrs./salary rate.

Meeting Adjourned: Ann Marie made motion to adjourn, Tonya seconds, all agree. Meeting adjourned at 8:54 PM

Ann Marie Visconti, Chair



Tonya Santaniello, Member



Curt Robie, Member

