

SELECTBOARD MINUTES  
JULY 6, 2015

Meeting opened at 5:30pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk  
Duane Pease, Town Administrator

Alan motioned to go into Executive Session to have conference call with Town Counsel to discuss negotiations regarding the Hudson lawsuit and reconvene the Selectboard Meeting. Howard 2<sup>nd</sup>; vote: Alan, Aye; Howard Aye. Executive Session commenced at 5:01pm

Meeting reconvened at 6:06pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola  
Duane Pease, Town Administrator (TA)

Andy Myers from Chester Theater met with the board to discuss some housekeeping issues with the Theater's use of the auditorium and restrooms. (The TA had spoken with members that were rehearsing previous to this meeting.) There was discussion regarding picking up at the end of the day and maintaining the bathrooms in a clean fashion. Andy was very agreeable and will sure to relay this message. The custodian noted an improvement since the TA spoke with the group. Andy also dropped of the \$350 rental check and some free tickets for the theater.

Markelle Smith of the Nature Conservancy and Mark Robinson met with the Board to discuss the Merrell property. The Merrell's are planning on selling 148 acres of their property to the Nature Conservancy and Markelle has been putting the plan together. There will be a conservation restriction on the property. Before this property can transfer, the Selectboard needs to give statutorial approval. Alan motioned to approve, Howard 2<sup>nd</sup>; vote 3-0.

Warrants were approved and signed. Payroll: \$14,785.75; Expenses: \$23,957.78.

Minutes were approved on motion by Alan, Howard 2<sup>nd</sup>; vote 3-0.

Dave spoke regarding the Fire Dept. and qualifications that Dalton requires for their volunteer firemen. Dalton currently has 3 full-time firemen and all of the volunteers are required to complete the Fire Fighter 1 course. This course takes 3-4 months to complete.

Alan said there will be a conference call Friday at 1pm with MassDevelopment, the licensed site professional the TA and him. This call will discuss the next step the Town will need to take to apply for funding from MassDevelopment.

The historical Document Committee was appointed, members appointed on a motion by Alan, Dave 2<sup>nd</sup>; vote 3-0 are: Michael Feldberg, Sherri Venditti, Suzanne Lemieux and Marge Batorski.

Chris Bresnahan was appointed to the Recreation Committee on motion by Alan, Howard 2<sup>nd</sup>; vote 3-0.

Alan purchased a chair at BJ's for comparison with the others to be purchased for use in the auditorium. Many in attendance preferred this chair to the others previously purchased.

There was discussion on why the overhead projection did not work during the presentation by Jonathan Silverstein of Kopelman & Paige. This had worked previously. Steve Harris was not sure if it was the laptop Jonathan used or some type of encryption on the drive. This will be further investigated and in the future we should request the drive in advance to avoid this problem.

Priorities for the TA were discussed; TA feels the most important item is to develop a Personnel Policy for the Town. He will be reviewing one template received from MIIA and reviewing other policies from similar towns. Also, he will be looking for available grants with the assistance of Bernie Kubiak from HCOG.

Sherri Venditti wanted to know the status of the Town Center Committee. Alan advised the Selectboard is attempting to find funding for the Brownfields and that was not a concern of the committee. There was continued discussion regarding the Town Center and the future of the committee.

Michael Brighenti questioned some of the illegal structures in Town. He was advised the Building Commissioner (BC) had sent out a number of Cease and Desist orders to many of these owners.

Dave said there is a shed at the Transfer Station that needs to be taken down and replaced; it is no longer safe for Kathy to enter it. TA will arrange for HRMC, Joe Kerns, recycling coordinator and Kathy to attend a future meeting to discuss options and possible grants to replace this building.

The BC spoke to the Board regarding his use of his personal phone for emails and calls. He is worried this may open up his phone to his personal calls and information if a law suit were filed and his records were requested.

He also said one of the persons, Dussault, he sent a Cease and Desist order to came into the office earlier today. There was discussion regarding this structure built in the 80's and whether or not it was permitted. Proper frontage is also an issue in this case and if he can prove there was a road existed; Mr. Dussault will research the records at the Hampshire registry of Deeds and if he has a legal right he is willing to put in the improvements necessary. Alan stated he would like to resolve as many of these issues as possible.

Alan motioned to adjourn the SB meeting and not reconvene and open a Board of Health Meeting, Howard 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:35p.

Board of Health Meeting opened at 7:35

Discussion regarded Maitland Dowsey's property and the clean up of the outside. His daughter responded to the letter sent and advised she has Power of Attorney for her father. She will be coming to town to continue the clean up on Wednesdays, she was informed the Transfer Station is open on Wednesday and the attendant will be notified that it will be okay for her to dispose of the materials there. TA will notify Kathy of this.

Alan motioned to adjourn the BOH meeting, Howard 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:42pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES  
JULY 20, 2015

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk  
Duane Pease, Town Administrator (TA)

Board member David DiNicola, absent

Highway Superintendent, Skip Savery, advised the Board he has replaced some culverts and continues to do blacktop patching. He is also starting to keep a work log.

Minutes approved on motion by Alan, Howard 2<sup>nd</sup>; vote 2-0.

Mail reviewed: a  
Alan signed the Veteran's Agent agreement.

Updated Board on the Town Center and discussion with MassDevelopment. Pioneer Valley Planning Commission (PVPC) has exhausted their funds for any remediation and conference call was held with MassDevelopment (MD) as they have available funding. One more well has to be drilled and then the water tested, if the test results are within the allowable limits a temporary solution would allow the Town to move forward with the property. Of the 2 wells already drilled and tested, one is minimally above the limit and the other is well below the limit. MD does not provide financing for rehabilitation but would fund demolition of the building. Alan spoke with our Tax Title Attorney and he has been in contact with the DEP attorney and they are putting together a package that would alleviate the Town from the lien DEP filed when they cleaned the area. There was continued discussion regarding the store and adjacent house and possible uses for the house if the store were to be demolished.

Next item discussed was releasing the final \$1,000 due the contractor on the Senior Center roof project. This was held pending the lawn repair, the money is to be released and TA will notify PVPC.

Howard advised the ceiling in the museum has some severe water damage and some of the tiles are sagging. This damage occurred prior to the slate roof being replaced. If the wainscoting continues throughout the entire ceiling, it may be best to remove the tiles and repair/repaint the wood.

High speed internet was next on agenda. Howard advised it is the Communication Committee's (CC) intention to bring interested parties in to discuss their options for providing service. Leverett has completed their system and Crocker Communications is their provider. AXIA has approached the CC and is willing to price out a system for Middlefield and if chosen as the provider is willing to contribute funds to develop the

system. The CC recently learned that MBI had an engineering study done on the Town a few years ago; this was never shared with anyone in town. MBI is willing to have the study updated. The CC will advise when this is completed. There was discussion regarding the system and what the MBI grant money will be spent on. The CC will be putting together a report once they get a dollar amount on what AXIA proposed. The CC will also be attending a meeting in Worthington regarding the bonding options for the towns.

The TA will be handling the new contract with Verizon; this is a State contract that Towns and other municipal entities can tie into.

Judy Hoag presented 2 names for the Cultural Council: Andrea Tosi and Eleanor Doyle. On motions by Howard, Alan 2<sup>nd</sup> both were appointed on 2-0 votes. TA to send letters to both.

Howard advised the COA will be reimbursing drivers directly for mileage as the FRTA which had previously reimbursed is requiring more driver testing and that would eclipse the \$500 stipend they provide. The question came up asking if the drivers would be covered under the Town's liability coverage in case of an accident. The TA will confirm with MIIA.

Last item brought up was the COA consortium. The State provided \$40,000 to the consortium; this money will be used for their outreach program. Huntington is also coming back into the consortium.

Alan motioned to adjourn, Howard 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 7:03pm.

Minutes respectively submitted by:

Duane Pease, Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

SELECTBOARD MINUTES  
AUGUST 3, 2015

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola  
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$8,709.76; Expenses: \$120,739.79

Minutes accepted on motion by Alan, Howard 2<sup>nd</sup>; vote 3-0.

Alan stated Don Munger would like to be rehired as the Town “handyman” for carpentry work. He had previously done this job but had to resign for health reasons last year. After brief discussion, Alan motioned to re-hire Don at rate of \$15/hr, Howard 2<sup>nd</sup>; vote 3-0.

Town Hall septic was discussed as no one knew when the system was last pumped. Lafond, Cooper and White Wolf are all capable of pumping the tank; Dave will contact and arrange for pumping.

Kathleen Casey of HRMC and Joe Kearns the Town’s representative to HRMC met with Board to review the Transfer Station. A 3<sup>rd</sup> party inspection was done in the fall and she followed up on the recommendations that were made. The recommendations were followed through with the exception of the building; there still is an issue with the building used for universal storage (paint, books, fluorescent light bulbs, etc). This building needs to be replaced. Kathleen noted the compactor needs to be welded and repainted. She also brought up a “pay-to-throw” proposal for the Town. There was extended discussion on this cost, many felt it would be a hidden cost and the residents are already paying \$50/year to use the facility. She said there are advantages to this as residents would be more conscious of what recyclables they put in their regular trash reducing the hauling charge for rubbish and the Town would be eligible for grants from the State to help defray the cost of running the facility.

There was also discussion on what type of shed would be built to replace the current shed. Joe felt a 20x30 or 20x40 shed would be best with a 10’ concrete pad along the side for storage of refrigerators. The shed could have a single overhead garage door with one side door. Dave volunteered to take the old building down at no cost to the Town. this will be discussed further at a future meeting.

Alan motioned to adjourn the Selectboard (SB) Meeting and open a **Board of Health (BOH) Meeting**; the SB meeting will reconvene after the BOH meeting. Howard 2<sup>nd</sup>; vote 3-0 and AB meeting adjourned.

SB meeting reconvened at 8:04pm

Highway Superintendent Skip Savery had requested an Executive Session to discuss some matters with the SB; Town counsel had advised this could not be done. Skip addressed many issues he has with the Board; there was heated discussions regarding the conditions on some roads in Town, lack of communication directly with him, complaints that are directed to the Board and not him. Alan advised one resident had called each member of the Board and whenever members get calls they usually go out and check on each complaint and find many are not worthy of complaints. There were also questions regarding hiring Alan for the outside “handyman” position, it was explained there was an ad placed in the country Journal in May and there were no responses and then Alan put his name in and the other 2 board members voted to hire him at \$15/hr. the Board reiterated they have confidence in skip and the job he is doing. In the future there will be more consistency and contact with Skip. A protocol will be established and followed. After further discussion, Alan motioned to adjourn, Howard 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 9:01pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

BOARD OF HEALTH MINUTES  
AUGUST 3, 2015

Meeting opened at 7:05pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola  
Jackie Duda, health Agent; Duane Pease, Town Administrator

Jackie advised the Board the Dowsey Property is still not cleaned to her satisfaction. Some of the exterior trash has been removed but a lot is still piles around the house, she also believes there is trash inside the house. She will send another order to the owner telling him to clean the trash and secure the house (board it up). Since it has been 1 year since her original order, the Town has options: it could be cleaned up and a lien placed against the property; the Town could take the property and demolish it; or place it in receivership. Alan motioned to have Jackie send another letter giving 60 days to remove all the exterior trash and board up the doors and windows, Howard 2<sup>nd</sup>; vote 3-0 to have Jackie send the letter.

Jackie advised she has been communicating with Rose Basile of the Middlefield Fair regarding vendors and testing the water. Eleanor Doyle advised Jackie the Fair has the water tested and it passed, Jackie will follow with the testing lab.

Jackie also mentioned there were 2 Title 5 failures that she had sent letters to with no response, both of these houses are vacant.

There was then discussion regarding the property Burke wants to build on and his request for use of a trailer for temporary housing while he builds. Jackie said prior to approving anything, he must obtain a building permit and to do that he needs an approved septic design and a well. He could hook up his camper to the well and have a written contract for septic pumping of his camper. Some of the issues Burke faces are with the ZBA and Building Commissioner and do not involve the BOH. They will have to be kept separate. Any permission given by the BOH should be done in increments and followed up on.

Alan motioned to adjourn the BOH meeting, Howard 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:04pm.

Minutes respectively submitted by  
:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, chair

Howard Knickerbocker, Clerk

David DiNicola



SELECTBOARD MINUTES  
AUGUST 10, 2015

Meeting opened at 5:35pm

Present: Alan Vint, chair; Howard Knickerbocker, Clerk; David DiNicola  
Duane Pease, Town Administrator

Meeting held to discuss Town Center.

Discussion on options and available funding, MassDevelopment will not provide funds unless the Town takes title to the property. Tax Title attorney Ron Berenson has been speaking with the DEP on their lien for the clean up already done.

Howard said a year and a half ago he was in favor of saving the store but since no one has come forward, this does not appear to be an option.

Alan motioned to have Ron negotiate with DEP and if successful on getting the lien waived go ahead with the Tax foreclosure; Howard 2<sup>nd</sup>, vote 3-0.

It was also discussed that PVPC had committed \$12,500 for the drilling and testing of the 3<sup>rd</sup> well which will be done shortly, this was recommended by TRC. Once this testing is completed, there will be a better understanding if any pollutants are still present.

Dave stated he keeps getting calls from Will Rogers regarding his sister's property on the discontinued section of Ryan Road. Dave was advised not to meet with him and to refer all calls to the Town Administrator.

Alan motioned to adjourn, Howard 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 5:52pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES  
AUGUST 17, 2015

Meeting opened at 6:00pm

Present: Howard Knickerbocker, Clerk; David DiNicola  
Duane Pease, Town Administrator (TA)  
Absent: Alan Vint, Chair

Warrants reviewed and signed; Payroll: \$13,243.74; Expenses: \$187,774.04

Highway Superintendent Skip Savery had Board sign some of his Chapter 90 reimbursement paperwork.

Howard gave TA approved By-Law that still has to be posted in local paper for 2 consecutive weeks.

Howard questioned the status of the Document Committee and was told by Sherri Venditti that Michael Feldberg is working on resources.

TA advised a representative from the engineering firm hired by PVPC did an inspection of the Town buildings earlier in the day.

Dave said he worked some rough numbers on the Transfer Station building and felt it would cost much more than was originally budgeted a few years ago. Joe Kearns stated besides the \$14,000 budgeted, the revolving fund set up for the Transfer Station could be tapped into. He did not know how much was available but would check with the accountant on Saturday. Joe would still like to see a 20x30 building built on a 30x30 pad; the additional 10' would be covered and used for storage of refrigerators. This will be discussed at a future meeting.

Dave still volunteered to take the building down at no cost and save the metal roof.

Howard motioned to adjourn, Dave 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 6:30pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Howard Knickerbocker, Clerk

David DiNicola



SELECTBOARD MINUTES  
AUGUST 24, 2015

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola  
Duane Pease, Town Administrator

Minutes of 8/3/15 Board of Health approved on motion by Alan, Howard 2<sup>nd</sup>; vote 3-0.

Minutes of 8/3/15 Selectboard meeting approved on motion by Alan, Howard 2<sup>nd</sup>; vote 3-0.

Minutes of 6/10/15 Selectboard meeting approved on motion by Alan, Howard 2<sup>nd</sup>; vote 3-0.

Minutes of 8/17/15 Selectboard meeting approved on motion by Howard, Dave 2<sup>nd</sup>; vote 2-0 with Alan abstaining as he was not present at that meeting.

Mail reviewed: MBI grant application reviewed, this grant is for additional study of options for high speed internet for Town. Short discussion followed, this \$5,000 grant will allow for update on previous study. Howard motioned to accept, Alan 2<sup>nd</sup>; vote 3-0. Alan signed the grant.

Transfer Station (TS) was discussed next. Dave met with Highway Superintendent, Skip Savery, on Sunday to assess site. There needs to be more organization on the site. Skip recommended putting two storage containers at this time and then assessing replacing the current building that is in terrible condition and unsafe. There was \$14,000 appropriated at a previous Town Meeting for replacing the build and the revolving account for the TS has approximately \$20,000 in it. Discussion followed and it was agreed that the TS should be organized and small steps taken at this time. The site has a lot of ledge and some of it may need to be removed prior to any building be erected.

Town Administrator advised the SREC's for the solar were recently sold and the Town would be receiving just under \$3,000 for the 11 SREC's. The current selling price is \$400/SREC and the Hampshire COG will be selling them on a quarterly basis to gain the best price for us. The next sale will be in October.

Also, the 3<sup>rd</sup> well was drilled today behind the abandoned house adjacent to the former General Store. The water will be tested some time next week and we will be informed of the findings.

Next item discussed was the Senior Center and the cost of keeping it open during the winter months for the weekly luncheon. Howard said that last year when the sewer pipe froze the lunch was served at the Town Hall and all seemed to go well. If this were done

again this year it would result in significant heating costs as the Senior Center could be shut down if the heat lowered to 40 degrees for the winter. Skip advised the fiberglass batts under the building are failing and will need to be replaced. Current COA chair, Judy Hoag, said she would discuss this at the COA meeting next week.

Howard then discussed the future of the library. He questioned if it was worthwhile to maintain it as it may no longer be necessary with the internet available to many for research and reading materials. Many libraries are becoming obsolete.

Trustee, Chris Bresnahan, took exception to the possible discontinuance of the library and for the lack of notice that was given to the Trustees about this topic. Extended discussion followed on this topic. Chris advised that every child in Town has used the library during the year, the librarian runs after school programs that are appreciated by the children. It also provides internet access for the many homes that are not able to obtain access. Noreen Suriner said the library is one of the few precious things the Town does for the community and closing it would be a mistake. It was also brought up that if the Town completes the Tax Taking of the General Store, the adjacent building may be an option for the library, which would give the library more space.

Alan noted that this topic brought a greater number of participants to the Selectboard meeting and that was good.

Howard then spoke about putting information on the Town website as it is received; he mentioned the draft letter from the accountant regarding the recent audit. He was advised that preliminary information can be damaging and the final report will not be what people see.

Noreen Suriner spoke of her displeasure regarding the payment of the lawn mowings she submitted, the TA has sent her a letter stating she would only be paid for 3 mowings and not the 4 she submitted. The mowings were submitted as a "cycle" and she explained that some lawns are on the 5<sup>th</sup> cycle while others are on the 8<sup>th</sup> cycle. The bid specifications were per mowing. This will be addressed between her and the TA.

Alan recused himself from the Selectboard meeting and spoke as a citizen. He has done the mowing the prior year and found it necessary to only mow every 10 to 14 days and this was how it had been mowed prior when Chuck Winn was doing the mowing.

Terry Crean, Chair of the ZBA addressed the Board about his concerns over appeals filed with the ZBA regarding Cease and Desist orders issued by the Building commissioner. Two parties have appealed and hearing will be scheduled. Terry would like permission to speak with Town Counsel and, if necessary, have Town Counsel appear at the hearings. There was further discussion and Alan stated that both parties have retained attorneys and they will come with legal representation. The Board agreed to allow up to 2 hours of contact with Town counsel during the preliminary stages and then come back to the Board prior to the hearings.

Town bid By-Law was discussed, currently 3 bids are necessary for matters under \$4,000 even though the State allows for 3 phone bids for things under \$35,000. If this is to be changed, it will have to go before the Annual Town Meeting.

The MBI Chair is to attend the September 14<sup>th</sup> Selectboard meeting.

The Post Office has asked for a building permit to install a handicap ramp into the building. The TA will check with the USPS to make sure the ramp would be removed if the trailer is ever taken out.

Last discussed was the Personnel Policy regarding carryover vacation and sick time. The Town does not have a current policy and the TA is working on it.

Alan motioned to adjourn, Howard 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:12pm.

Minutes respectively submitted by  
:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, clerk

David DiNicola

SELECTBOARD MINUTES  
AUGUST 31, 2015

Meeting opened at 5:30pm.

Present: Alan Vint, Chair; David DiNicola  
Duane Pease, Town Administrator (TA)

Alan motioned to adjourn Selectboard (S/B) meeting and open Board of Health (BOH) meeting and reconvene S/B meeting after BOH meeting. Dave 2<sup>nd</sup>; vote 2-0 and S/B meeting adjourned.

S/B meeting reconvened at 6:00pm

Residents brought complaint about barking dogs to Board. Dogs belong to the Burmer's who live at 140 Arthur Pease Road. Animal Control Officer, Terry Andrews, was present and said she had gone to the Burmer residence once last year; she stopped down the road from Burmer's house and did not hear the dogs barking. They did bark when she went to the house but stopped shortly after she arrived. His dogs are all licensed. This will be discussed further at the next Board meeting. TA to send letter to Burmer requesting his presence at the meeting on September 8<sup>th</sup>.

Minutes approved on motion by Alan, Dave 2<sup>nd</sup>; vote 2-0.

Mail reviewed: email received with complaint about condition of some of the gravel roads. Brief discussion ensued and Alan to inspect with Highway Superintendent, Skip Savery.

Alan then spoke of Howard Knickerbocker's recent resignation from the S/B. Howard has had some health issues and the recent meetings have taken its toll on him. Dave said the residents didn't realize the amount of good work he did, compiling the Town Report among other things. In Dave's 32 years of living in Town, people seem to dwell on the bad rather than the good people do, people have to work together. Seniors like Howard like to be productive and he is very disappointed with Howard's resignation. We have to move forward and focus on the good people do.

Alan added Howard had a high level of integrity and put in a lot of hours. He did not always agree with Howard but the Board will miss him.

Next discussion was on holding a Special Election to fill Howard's remaining term which runs until the May election. Dave felt there should be an election to avoid any tie vote deadlocks. Assistant Town clerk, Marge Batorski, said the residents could petition the S/B for an election if they got 20% of the registered voters to sign a petition. There was continued discussion on this and Alan said there was a time line that would have to be followed if the Board voted to hold the election. There would have to be submission of

candidates for a caucus and then the election. Marge said the caucus and voting hours would be held from 4-8pm on whatever days were decided upon.

Alan motioned to hold the Special Election, Dave 2<sup>nd</sup>; vote 2-0 to hold a Special Election. The dates will be determined at a later date.

Next on the agenda was discussion on the Personnel Policy. There is no written policy for the Town that can be found, the TA is working on developing a policy. Discussion at this meeting centered on vacation and sick leave. TA had called some of the surrounding towns and found many variations but most did limit the sick leave to an accumulated 30 days that can be carried from one year to the next. Some towns allowed vacation to accumulate with no limit as to how much while others limited it to a carry over of 4 weeks plus whatever was to be earned in that year.

Joe Kearns spoke that while he was employed as a teacher he was allowed to accumulate as much sick leave as he could. He said this gave financial security to the employee if he were to be stricken with a long recovery from an injury or accident. This will be discussed further at a future meeting.

In Open forum, Joe brought up the status of the new underground electric service to be brought to the Town Hall. This should be completed before the ground freezes. TA will follow with Eversource

Alan motioned to adjourn, Dave 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 6:55pm.

Minutes respectively submitted by:

Duane Pease  
Town  
Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

SELECTBOARD MINUTES  
SEPTEMBER 8, 2015

Meeting opened at 6:00pm.

Present: Alan Vint, Chair; David DiNicola  
Duane Pease, Town Administrator (TA); Animal Control Officer, Terry Andrews; Police Officer, Bob Hoynoski

Board of Health minutes approved on motion by Alan, Dave 2<sup>nd</sup>; vote 2-0.

Selectboard minutes approved on motion by Alan, Dave 2<sup>nd</sup>; vote 2-0.

Roger Pagery and Catherine Grey and Don Munger came to the Board with a complaint about a neighbor's dogs barking at various hours during the day and night. The complaint was about the Burmer's dogs. Pagery and Grey live across the road from the Burmer's at 139 Arthur Pease Road and Munger lives at 134. Munger said the dogs would wake him up and he has a difficult time getting back to sleep due to health issues. Grey said they have to sleep with their windows closed and can't enjoy sitting outside due to the constant barking. There was extended, and sometimes heated, discussion regarding the dogs and the barking. Burner accused their neighbors of blowing an air horn which further excites his dogs. Burner said he doesn't like to hear his dogs bark either and it usually is only for a short time. He has German Shepherds and Bichon Frise and they will bark when some other animal is near. He also belongs to a club and will train dogs on weekends but these dogs do not stay with him. He does not charge any fee for this training. Grey said she said they need to figure out a way to get along. Both Alan and Dave own German Shepherds and understood how and why the dogs would bark.

Animal Control Officer Terry Andrews was also at the meeting, she stated she has been to the Burmer house on one occasion and did not notice any excessive barking. She had also stopped a couple of times prior to reaching the house to listen for the dogs barking but did not hear any barking. Terry kept a log of the complaints she had received and advised them it does no good to call or email her after the fact. She needs to be informed at the time of the barking so she can investigate.

It was agreed that the Board members, police and ACO would make unscheduled drive bys and listen for barking dogs. Also, the ACO would be called when the barking occurs and if she can not go out, the police would be notified. Alan said if it was later in the evening, to call him and he would respond.

TA gave an update on the MassWorks grant application, the grant was written by Bernie Kubiak and Gill Engineering with great help from Highway Superintendent, Skip Savery and some assistance from the TA.

Also discussed were apparent speeders on some of the gravel roads in town, specifically on Arthur Pease Road. Bob said while the police are monitoring the dog barking situation, they could also set up radar to deter speeding. The speed limit on unposted roads is 35mph.

The TA also contacted EverSource to check on the status of placing a new light pole so the Town Hall service can be brought in underground and then update the service. TA forwarded the contact information to the Town Electrician.

Last item discussed was the personnel policy and how various towns handled accrued vacation and sick days. TA advised he had contacted similar towns and found there were no policies that were in agreement on both, some allowed only 3 sick days a year while others were at 12. Some allowed vacation to accrue unlimited, while others capped it 2 or 4 weeks. This will be further discussed at a future meeting.

Alan motioned to adjourned, Dave 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 7:52pm

Minutes respectively submitted by:  
Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

SELECTBOARD MINUTES  
SEPTEMBER 19, 2015

Meeting opened at 5:33pm

Present: Alan Vint, Chair; David DiNicola  
Duane Pease, Town Administrator

Warrants reviewed and signed. Payroll: \$8,454.40; Expenses: \$30,562.80 & \$152.80

Minutes approved on motion by Alan, Dave 2<sup>nd</sup>; vote 2-0.

Mail reviewed: Hudson's refused to sign the latest release regarding the ongoing litigation.  
Alan will discuss further with Town Counsel and minor rewrite will be done.

ZBA would like Town Counsel (TC) to be present at a hearing scheduled for The Preserve as this issue is complex and critical to future enforcement of Zoning regulations. Board agreed that TC would be proper for this issue.

Transfer Station attendant, Kathy O'Brien, advised the Waste Management truck struck the compactor and did damage. Kathy has contacted Kathleen Casey at HRMC regarding this.

Police Chief, Tom Austin, told the Board he has spent some time on Arthur Pease Road while doing radar patrols and did not hear any dogs barking. This was in regard to a previous complaint filed by some neighbors of the Burmer's.

Eric Nakajima, Director of Massachusetts Broadband Institute met with the Board to discuss MBI and what its purpose and duties are. There was extensive discussion with the Board, members of the Communication Committee and residents.

MBI is in charge of the financial monies that were designated for providing high speed internet to non-served communities. They will provide technical and legal support for the towns as well as distribute the funds fairly. WiredWest is one of the organizations that is proposing to install and operate these systems. WiredWest is proposing to run fiber optic cable to each house, to do this, it would require the Towns to build the infrastructure and then turn over ownership to WiredWest. Eric advised there are other options available that might include constructing a hard wired and wireless hybrid system. These are some options towns may want to explore in an attempt to lower construction costs. MBI has already provided funds to the Town for an update on the previous hybrid study that was done.

Nakajima stated that some towns have already gone out on their own and constructed high speed services and that this could be a model for other towns to follow. Discussion continued and Nakajima

answered numerous questions and was very supportive of Middlefield's efforts to come up with an alternative solution to providing last mile broadband.

Alan motioned to adjourn the Selectboard Meeting but have the discussion on broadband continue, Dave 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 6:56pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David  
DiNicola

SELECTBOARD MINUTES  
SEPTEMBER 28, 2015

Meeting opened at 5:30pm

Present: Alan Vint, Chair; David DiNicola  
Duane Pease, Town Administrator (TA)

Alan motioned to go into Executive Session to discuss negotiations on the Hudson lawsuit and then reconvene open meeting, Dave 2<sup>nd</sup>. Vote: Alan, Aye; Dave, Aye and meeting adjourned at 5:31pm.

Meeting reopened at 5:38.

Warrants reviewed and signed; Payroll: \$12,964.40; Expenses: \$15,963.15.

Minutes approved on motion by Alan, Dave 2<sup>nd</sup>; vote 2-0.

Mail reviewed nothing of importance.

Judy Hoag, COA Chair advised the COA Board met and discussed the option of closing the Senior Center for the winter months and having the Wednesday lunch at the Town Hall (TH). She had figured the heating costs for last year to be approximately \$3,400 and projected the costs for this coming year to be \$2,500 with the decrease in the cost of propane. Even if the Center is shut down, it will still have to have a minimum heat to keep everything from freezing. There was extended discussion regarding this including the pros and cons. The TH has ample parking and potable water, however there is no emotional attachment to the building, there is no dishwasher and stove is difficult to light as there are numerous pilot lights that have to be lit when the gas is turned on. Also, it is not as cozy as the Senior Center. This winter, the COA is going to put plastic sheeting over the windows to help reduce heating costs. The majority of Seniors want to keep it open during the winter.

Alan and Dave agreed to keep it open and see how it goes.

Judy also advised the COA had received 3 bids for moving the water pipes away from the exterior walls in an attempt to lessen the possibilities of them freezing during the winter. \$10,000 had been appropriated at a previous Town Meeting for improvements. This will be discussed at a future meeting.

TA advised he had contacted the USPS regarding the handicap ramp they want to install at the Post Office. He received guarantees that the ramp would be removed if the Post Office trailer is ever removed. Alan motioned to have the Building Commissioner issue the building permit for this, Dave 2<sup>nd</sup>; vote 2-0.

Howard Knickerbocker and Steve Harris, Communication Committee members submitted a draft for a Special Town Meeting seeking an appropriation for funding the emergency radio improvements. This would include buying and installing repeaters so there would be radio communication throughout the Town. The costs for this would be about \$30,000. Currently there are dead spots where communication is not possible, this was evident last year when a visitor drowned and the police could not contact anyone via radio.

Also discussed was the possible change to Hampshire County for the 911 calls, this would not cost the town any money and would save the \$9,000 anticipated cost charged by Berkshire County. There was extended discussion and it was agreed that all the emergency departments would take part in further discussion on this.

Alan advised the last well in the Town Center had been drilled and tested as well as the previous wells. Testing was within the standards on 3 of the 4 wells and that a Temporary Solution could be filed. There have also been ongoing negotiations with the DEP on forgiving the lien for their earlier cleanup. Mass Development does have funding that the Town can apply for for further work at the site. The kerosene tank is has not been removed but had previously been filled with a cement slurry;

Dave spoke on the Transfer Station and that once DEP approval is granted pads should be poured for the metal and demolition containers.

Ron Radwich, Highway employee, advised the Board he is retiring effective 10/31. According to the retirement rules, he will have to resign as Fire Chief but could be reappointed after 30 days.

Alan motioned to adjourn, Dave 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 7:21pm

Minutes respectively submitted by:

Duane Pease, Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

## Town of Middlefield Meeting of the Selectboard October 13, 2015

The meeting was called to order at 5:00 PM, Chairman and Board member Alan Vint and Dave DiNicola present, AA Duane Pease on vacation. Meeting not recorded.

~ Minutes from prior meeting were not available.

~ Warrants signed by Alan and Dave after review: #16WP7 (\$8013.01)  
#16W09 (\$44,476.16)  
#16W10 (\$7000.00)

~ Dave is working on Highway Dept report for Nov.

~ Dave couldn't coordinate with Judy Hoag to review plumbing bids for Sr. Center, will get together with her within the next two weeks.

~ Town center update: Alan emailed our state senator and representative for assistance in getting DEP liens forgiven. They have written to the head of DEP requesting same. Alan learned that Beth Steiner contacted DEP in Springfield as well. Alan has collected and forwarded to Atty. Berenson material from Hill Engineering, et al, which conclude the store is not salvageable but the house is. Town Building Commissioner, Bill Girard, has also inspected and submitted a letter to DEP stating the same opinion. Atty. Berenson will forward to Mr. Lucas Rogers, Attorney for the DEP. Tom Belosi, LSP from TSC is also sending copies of his test results to Atty. Berenson and DEP. Dave would like water wells in the area tested, Alan advised that had already been done and they were found unaffected.

~ Judy Hoag provided guidance for making Sr. Ctr plumbing bids "apples to apples".

~ Alan advised we need someone to fill our seat on the Hampshire Emergency Preparedness Coalition Executive Committee. The next meeting is Thurs of this week, we may lose our seat on the committee if we are not represented.

~ The Board decided to not review Personnel Policy under development until a third Selectboard member is seated.

~ Joe Kearns: The compactor box at the transfer station is at least 15 years old, rusted out, and in need of repair. Waste Management provided an estimate to repair of \$1685.54, excluding painting. Dave will research cost to paint.

~ Joe Kearns: GTAC is forming a task force, and would like the town to sign on to, an economic development focus in addition to their work related to the Gateway School District.

~ Dave asked whether second home owners get a reduced cost for their limited use of the transfer station. Alan pointed out that usage varies greatly among year round

**Town of Middlefield Meeting of the Selectboard October 13, 2015**

residents but all pay the same fee. He also noted that sticker fees do not cover the cost of handling waste as it is. Alan would prefer a fee per bag structure as the fairest way to apportion the cost of operating the transfer station. After discussion it was decided to keep the fee uniform regardless of whether year round or seasonal residency.

~ Dave concerned about getting the refrigerators out of the transfer station before snowfall so as not to impede plowing. Joe advised that the vendor who removes the freon requires a minimum of ten units so we can't do anything until we have that number. Dave will research other options and vendors. Joe noted, this is why he suggests a concrete pad with roof be included in any new structure design so refrigerators can be stored out of the way until removal.

~ Alan spoke with Masato Fry about some large shelving units that may be available for the transfer station. Dave will follow up with Masato.

~ Dave would like to meet with the Finance Committee, will be scheduled for Nov. Joe will check into minutes being posted online.

~ Discussion about high speed internet; potential impact on property taxes to build out vs. potential negative impact to town population and tax base if the town doesn't have this infrastructure.

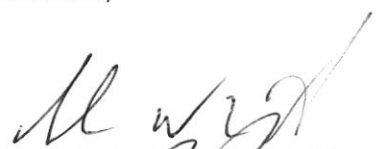
~ Board decided to set Halloween Trick or Treat for Oct 31, 2015 between 5-7 PM. Suzanne Lemieux will place notice in the Country Journal.

~ Judy Hoag; received a call from a concerned citizen about a hazardous loose board at the post office. Alan advised that is Postal Service property, Judy will talk to Tina.

~ Alan moved to adjourn, Dave seconded. Voted all in favor. Meeting adjourned at 6:46 PM.

Respectfully submitted,  
Sherri Venditti

Approved: \_\_\_\_\_



Date: \_\_\_\_\_

10/28/15

Approved: \_\_\_\_\_



Date: \_\_\_\_\_

10/26/15

**Attachments:**

- Letter dated 10/12/15 from GTAC re: formation of a task force
- Estimate for box repair dated Oct 6, 2015 from Waste Management
- Email from Judy Hoag re: plumbing bids

SELECTBOARD MINUTES  
OCTOBER 26, 2015

Meeting opened at 6:03pm

Present: Alan Vint, Chair; David DiNicola  
Duane Pease, Town Administrator (TA)

Anita Myers addressed the board regarding the former landfill on her property. This landfill was used for many years by the Town prior to the Transfer Station being opened. A site assessment had been completed by Huntley Engineering but the DEP never responded to the reports. Joe Kearns said that the HRMS director, Kathleen Casey, is going to follow up with the DEP to see what the status is. Myers would the Town to purchase the site and take it off her hands.

Minutes of 10/13 approved on motion by Alan, Dave 2<sup>nd</sup>; vote 2-0

Minutes of 9/28 approved on motion by Alan, Dave 2<sup>nd</sup>; vote 2-0

Executive Session minutes of Board of Health on 9/29 approved on motion by Alan, Dave 2<sup>nd</sup>; vote 2-0. Minutes to be released at a later date.

Todd Ford, Executive Director of the Hampshire Council of Governments (HCOG) and Lee Frankl met with the Board. Ford reviewed the programs and services that HCOG provides to its member communities. He highlighted the Retired Senior Volunteer Program; this program has various retired experts that are willing to assist the members in numerous areas. There was general discussion regarding HCOG. The Board thanked Todd and Lee for their attendance.

Plumbing bids on the Senior Center were discussed next. Low bid was received from Rida Plumbing. Dave motioned to accept the low bid as long as the work would be completed before colder weather, Alan 2<sup>nd</sup>; vote 2-0.

Transfer station concrete pads were approved by DEP and Highway Dept. will make forms and have the concrete poured. Also, the Board approved the purchase of a 2<sup>nd</sup> box for additional storage. The Compactor container has to be repaired and Waste Management quote was approved, also, since it is late in the year they will also paint it. HRMC is having doing their Freon removal from refrigerators, Air conditioning units and dehumidifiers. TA will contact and have Middlefield included in the collection. The HRNC tire collection will be on 11/4.

The repair to the underground oil tank was next item discussed. The only bid received was from Miller Petroleum, bid was requested from Bolduc and TA followed for bid but none was received. This work has to be done before the ground freezes. TA had also attempted to locate additional companies that would do the work to no avail. When prior

work had been done at the highway garage Miller, Bolduc and Renaud were the bidders. Renaud is no longer in business. Alan motioned to accept miller's bid, Dave 2<sup>nd</sup>; vote 2-0.

Steve Harris, Communication Committee (CC) member, advised the Board the CC had drafter a letter to MBI regarding Middlefield's \$580,000 share of the broadband initiative asking for clarification. The CC would like the Selectboard to also sign the letter. Board members signed the letter.

Also, the CC will be meeting with the Fire Dept., highway, police and emergency management to discuss alternatives to the emergency contact currently provided by Berkshire County.

Snow removal around the Town Hall was also discussed; currently the highway dept plows around the back of the building leaving areas that have to be hand shoveled. This will be addressed further.

Highway Superintendent, Skip Savery, advised the Board that Arthur Pease road has been paved and he has completed grading of the almost all of the dirt roads.

Alan motioned to adjourn, Dave 2<sup>nd</sup>; vote 2-0. meeting adjourned at 7:45pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

SELECTBOARD MINUTES  
NOVEMBER 9, 2015

Meeting opened at 6:03pm.

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator (TA)

Erica Johnson of Pioneer Valley Planning Commission (PVPC) spoke to the Board regarding the Community Development Block Grant (CDBG). PVPC applies for the grant and represents 4 communities, Middlefield, Chester, Huntington and Russell; this is a yearly grant application. This grant application addresses the needs of these towns. Last years priorities were reviewed, the Senior Center roof project has been completed. The high priority items remain the clean up redevelopment of the Brownfield site, Transfer Station improvements and completion of the Master Plan. There was extensive discussion of the Town Center and how this grant could be used; Erica advised this does not fit into the CDBG. However, there are other grant possibilities such as the Department of Housing and Community Development. Although this not something she normally does, she would be willing to aid the Town in completing the application. Cathy Roth stated this would be an opportunity to begin planning for the Town Center.

Maureen Sullivan, member of the Town Center Committee, said the clean up is a priority before anything can be done to improve the area. Alan said the Selectboard has been moving forward on this and is attempting to have the DEP waive its lien for the costs of the clean up and it appears the DEP may grant a Temporary Solution which will allow for development once the Town takes title to the land and buildings. The Selectboard has been in contact with MassDevelopment regarding available funding, they will not fund redevelopment for the Town but would fund demolition of the building.

There were questions regarding the ability of septic and wells being installed on the property and the possible rehabilitation of the residence for Town use. Building Commissioner, Bill Girard, advised the former General Store roof is in bad shape, there is water in the basement and would expect the building to cave in the next couple of years. He recommends tearing is down and erecting something better in its place. If the building is razed, Cathy Roth would like the facade to be saved or replicated on if another building is erected on the site.

Alan said there are 3 groups active in determining what to do on the site; they are the Selectboard, Planning Board and Town Center Committee. It does appear the General Store building will have to be torn down.

Erica said she will complete the yearly application and email it for the Boards signatures. Although 4 towns are included, this year Russell is not eligible as they have funding left from previous years and that will affect the available funding. The grant is based on needs and Middlefield is not considered a “needy” town.

Sarah Foley, School Committee member, spoke next on the Gateway Regional School. The Mitigation Funding was signed by the Governor and will be applied to this year's budget. A hearing on the lawsuit filed on the Worthington withdrawal was held and they are waiting on the decision of the Court. The School Committee is working on the budget and the results of a survey sent to parents, students, faculty and former students and found teacher received high marks and respondents want to keep local control of the schools. They felt the education they received was excellent. The High School is at Level 1 or 2 in the MCAT testing. Lastly, Middlefield needs another member of the committee and would like a resident to come forward. At the urging of the Board, Sarah will see if she can solicit another member and if not, a notice will be placed in the Country Journal.

Newly elected Selectboard member, Robert Costa, was welcomed to the Board. Bob replaced Howard Knickerbocker who resigned earlier in the year. Bob said he will be involved in the grant application for the Town Center along with Maureen Sullivan and the TA, Erica will also assist.

Minutes were accepted on motion by Alan, Dave 2<sup>nd</sup>; vote 2-0.

Mail reviewed: letter received from the Attorney General's office regarding Open Meeting violation from Janine Savoy. Finding was her complaint was not valid.

Dave had brief discussion on the closed former landfill on Skyline Trail, property is owned by Anita Myers. He feels this is not moving fast enough and should be resolved sooner rather than later. It was explained all the testing information had been sent to DEP years ago and they have not moved on it. HRMC director, Kathleen Casey, is following up on this.

Alan motioned to adjourn the SB meeting and open a brief Board of Health meeting to discuss the Hudson lawsuit issue. Dave 2<sup>nd</sup>; vote 3-0 and SB meeting adjourned at 8:07pm and will be reconvened after BOH meeting.

Board of Health meeting opened at 8:07pm

Alan advised there is one phrase in the agreement the Hudson's object to and Town Counsel advised to eliminate the phrase, SB agrees to this. Also, vote needed to lift the Condemnation Order on the property. Alan motioned to lift, Dave 2<sup>nd</sup>; vote 3-0 and Order lifted. TA to advise Health Agent of this.

Alan motioned to adjourn the BOH meeting, Dave 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:09pm

Selectboard meeting reconvened at 8:09pm.

Wally Smith said the pig problem near his house has been solved, the pigs are gone. The Animal Control Officer and police chief had been to the location twice and advised the owners that restitution should be made for the lawn damages caused by the pigs.

Maureen Sullivan, member of the Agricultural Commission, said they should be advised of these issues so the members can investigate and deal with it.

Joe Kearns advised there is a GTAC Meeting on Thursday at Stanton Hall in Huntington at 7pm. Representative Pignatelli will be there and a SB member should attend.

Wally Smith complained that no one knows what's going on with the old store and the resident should be advised. Also, Cathy Roth and others use the store regularly for various things. Wally was advised the Town does not own the store and the people using it have had permission from the owner.

Dave addressed the anonymous complaints the Board receives, he does not think they should be investigated unless the letter or phone caller identifies him/herself and the nature of the complaint. The Board should have a contact number to respond to the complainant. Alan disagreed and said he could follow up on anonymous complaints and check them out. If they are valid, he will put his name on it and bring it to the board. Dave felt we are the SB, and not the police and should not be investigating. Bob said there are 2 issues: phone calls and you know the person and unsigned letters. If the letter is unsigned, ignore it. There was further discussion and Dave felt this would leave the Board open to harassment charges. If it was a safety or health issue Dave did not have a problem. Bob felt if a member wanted to check it himself that would be okay but did want to know who was making the complaint but not make it public at the time.

Bob motioned to adjourn, Dave 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:45pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
NOVEMBER 23, 2015

Meeting opened at 6:00pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$15,776.66; Expenses: \$52,049.48

Mail reviewed; nothing of any importance.

Steve Harris, Communication Committee (CC) Chair, advised the Board he had had no response from the Mass Broadband Chair regarding his request for the Town funding that is part of the broadband initiative being funded by the State. The CC has been working tirelessly in developing alternatives to WiredWest and needs a monetary commitment from MBI before it can proceed with any further development or possible testing. The CC has been working with an engineer, Fred Goldstein, in the possible use of a wireless system. Hawley and Royalston are also looking into this type of system. There was further discussion regarding alternatives. If there is no response from MBI, the Board will send letters to our State Senator and Representative to see if they can assist us.

Highway Superintendent, Skip Savery, advised the Board that one pad has been poured at the Transfer Station, this if for the bulk container, but the 2<sup>nd</sup> won't be done until Spring. He will put some crushed stone down for the winter and put the other container on that for now. Miller Petroleum should be repairing the Town Hall fuel tank within the next couple weeks; he will break up the concrete pad and then replace it when the repairs are completed. Both of the small trucks are ready for snow. Currently they are blowing leaves out the ditches along the road. Skip noted he has bought different type plow blades, they are carbide tipped, come in sections and should last 2 years.

An ad will be placed in the Country Journal for a replacement for Ron Radwich who has retired. It was commented that Skip does a good job on keeping the roads in shape during the winter while the surrounding town's road can be pretty iffy.

Dave spoke about the GTAC meeting he attended in Huntington. Representative Pignatelli spoke to the group and discussed consolidating some departments and equipment among neighboring towns. This would help in curbing the escalating costs associated with Town's budgets. Even the thought of combining superintendents of the school systems should be looked at. The Gateway budget has been defeated by 3 towns and now the Dept of Elementary and Secondary Education will take over the budgeting for the system. There was discussion on the high costs of having students bussed to vocational schools rather than teaching some of the classes at Gateway as had been done in the past. The population in the western part of the state is shrinking while it is growing in the eastern portion. Dave said in 10 years at the current spending rate the taxes will be

so that a retired person won't be able to afford to live in the area. Alan commented that GTAC is starting to be proactive and that is good.

Alan motioned to go into a brief Board of Health Meeting; Bob 2<sup>nd</sup>; vote 3-0 and Selectboard meeting adjourned at 7:10pm and will reconvene after the BOH meeting.

Alan advised the board that Attorney Powers, who represent The Preserve, is refusing our Health Agent access to the property for an inspection. It is believed The Preserve is not in compliance with the health requirements. The Health Agent is checking on an Administrative Search Warrant.

Alan motioned to adjourn the BOH meeting and reconvene the SB meeting, bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:15pm.

SB meeting reconvened at 7:15pm.

Assistant Town Clerk, Marge Batorski, advised the Board she will be resigning on 12/19/15. She feels Suzanne now has the knowledge to handle the duties.

Bob Hoynoski submitted his resignation as Emergency Management Director. Ann Marie Visconti may be interested in the position. The TA will contact her and have her meet with the Board at the next meeting.

The Building Commissioner is going to issue a Condemnation Order on the former general store as it is unsafe. There was brief discussion on what to do to secure it. Alan motioned to have the doors padlocked; Bob 2<sup>nd</sup>; vote 3-0 and the doors will be secured.

Final discussion was regarding the Selectboard meeting with the various departments for a review of their budgets prior to the Finance Committee preparing the budgets to present to the Selectboard. These meeting will begin after the first of the year.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:56pm.

Minutes submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa



SELECTBOARD MINUTES  
DECEMBER 7, 2015

Meeting opened at 6:03pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$8,705.75; Expenses: \$35,320.80

Minutes approved on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

Mail reviewed: OBRA review from Town Counsel, MA refers to this as SMART program which is substituted for the Social Security deduction from Town employee's payroll; Town does not contribute to this. Contribution from employees is the same but this can be refunded when employee leaves Town's employment. Funds will be assigned to Nationwide Ins as they do not charge a maintenance fee and interest rate is higher.

TA received request from Animal Control Officer/ Animal Inspector that Town pay ¼ of her monthly phone bill. The listed phone number does go directly to her private cell phone. She is requesting the other 3 towns do the same and Westhampton and Chester have agreed. After brief discussion, Alan motioned to pay Town's share, Bob 2<sup>nd</sup>; vote 3-0.

Judy Hoag, COA Chair, requested Chair sign Ma grant for COA share of State award. Alan signed agreement and Judy will forward to State.

Ann Marie Visconti met with board for possible appointment as Emergency Management Director (EMD). She has a master's degree in nursing and is now Physicians Assistant, She also is on the disaster emergency management team out UMASS Worcester Medical Center. She has already met with many of the members of the Town's first responders. There was continued discussion of what her priorities would be including updating the CodeRED directory and sending mailers to the residents in their tax bills. Alan motioned to appoint her to the EMD position, bob 2<sup>nd</sup>; vote was 3-0.

Highway Superintendent, Skip Savery, advised Board Miller Petroleum will start repairs on underground fuel tank on Wednesday. He has received 43 loads of salt for the winter so far. Skip was questioned on winter hours of 6am-2:30pm; explanation was so the Town can get out and treats roads, if necessary, prior to school bus runs. This had been in place before he started working for the Town. Other Towns in Gateway system do the same. Explanation was accepted.

Final item discussed was the Personnel Policy draft. There was an extensive discussion and it was agreed to further discuss at a future Board meeting. Members will further review prior to meeting.

Alan motioned to adjourn, Dave 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:42pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
DECEMBER 14, 2015

Meeting opened at 6:20pm

Present: Alan Vint, Chair; Robert Costa  
Duane Pease, Town Administrator (TA)

Ron Radwich appeared before Board, he had previously resigned this position as part of his retirement. He had to be out of position for 30 days before he could be reappointed.

Alan motioned to appoint Ron as Fire Chief, bob 2<sup>nd</sup>; vote 2-0 and Ron reappointed.

Alan motioned to appoint Leann Every to the Communication Committee (CC) to replace Howard Knickerbocker who had resigned. Leann had previously held this position. Bob 2<sup>nd</sup>; vote 2-0 and Leanne appointed.

Vickie Bisgrove, realtor, requested the Board sign off on the Right of First Refusal for the Dadorio property across from the Town Hall. There is a couple that wishes to purchase the property but a portion is in Chapter Land. 13.7 acres is involved, after a brief discussion, the Board refused to purchase and Alan motioned to sign off, Bob 2<sup>nd</sup>; vote 2-0 and Alan signed the refusal.

At 6:30 Gita Jozsef, Assessor Chair, met with the Board to hold the Classification Hearing. After some discussion, Gita explained the pros and cons of having a single classification for the tax rate. Alan motioned to accept the single classification, bob 2<sup>nd</sup>; vote 2-0 and a single classification tax rate was approved.

Ann Marie Visconti requested the board send her letter of appointment as the Emergency Management Director to Bob Barry of MEMA. T/A to send copy of appointment letter to Barry.

Lastly, Steve Harris and Joe Kearns of the CC will be going to meet with MBI to discuss the Lat Mile broadband.

Bob motioned to adjourn, Alan 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 6:42pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Robert Costa

SELECTBOARD MINUTES  
DECEMBER 21, 2015

Meeting opened at 6:02pm

Present: Alan Vint, Chair; Robert Costa  
Duane Pease, Town Administrator  
Absent: David DiNicola called and will be late

Warrants reviewed and signed; Payroll: \$13,146.99; Expenses: \$11,383.60

Minutes approved on motion by Alan, Bob 2<sup>nd</sup>; vote 2-0

Mail reviewed.

Alan gave brief update on Town Center: DEP has given verbal okay on forgiveness of liens on former General Store. Town will have to sign formal agreements with DEP on sale, reimbursement, etc. also, MassDevelopment does not have any funds available at this time for demolition.

Alan motioned to appoint Carol Waag to Town Center Committee, Bob 2<sup>nd</sup>; vote 2-0.

Terry Crean requested the Board appoint Curt Robie as alternate to ZBA. Alan motioned to appoint, Bob 2<sup>nd</sup>; vote 2-0.

Discussion on former landfill located on property owned by Anita Myers. Comprehensive assessment sent to DEP in June 2009 and never got response back. Kathleen Casey of HRMS is following on this. Landfill was closed in the 70's and current owner bought property 7/8/88.

Highway Superintendent, Skip Savery, advised the Board he had mowed the area today and left a message for the engineer from Huntley Assoc who did the original assessment. He has received 4 applicants for the vacant highway position. It was agreed to set up interviews for the 1/4/16 meeting.

Dave arrived at 6:53pm.

Communication Committee (CC), Steve Harris, Joe Kearns and Leanne Every, spoke to the Board regarding status of their research and recommendations for high speed internet for the Town. There are 3 possibilities: fiber throughout the town; wireless or hybrid system. The CC has been in discussion with Fred Goldstein, an engineer, regarding a wireless system; the preliminary cost of this system would be in the \$500,000 range and would be paid for by the Town's share of the Mass Broadband contribution. This would require a pilot program to be run in the spring to make sure all areas could be reached. This would cost approximately \$100,000.

There was extensive discussion regarding the speed of the service, number of users on at one time would decrease speed, once State money is spent, the Town is stuck with this service. There were recommendations that 16 miles of fiber be used and wireless to the remainder of residences and that way the Town could slowly add more fiber when funding is available from taxes. CC member, Joe Kearns, would prefer to install fiber to all at this time and attempt to have the State provide more funding to the towns.

Joe and Steve met with Fred Goldstein and a Mass Broadband (MBI) representative in Westboro to discuss Middlefield's plans. There are other towns that are working on wireless and one of the issues would be the overlapping signals between towns. They are attempting to obtain firm answers from MBI on costs and financing. MBI has also got to provide leadership for all the towns so high speed internet can begin no matter which option towns choose to use. Joe said trying to get a commitment is like pushing jello. The deadline is June 30, 2016 for towns to commit.

Dave suggested Middlefield may have to do a piecework system to be able to afford it.

Alan motioned to adjourn, Dave 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:47pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
JANUARY 4, 2016

Meeting opened at 4:30pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator; Skip Savery, Highway Superintendent

Minutes of 12/14/15 Meeting approved on motion by Alan, Bob 2<sup>nd</sup>; vote 2-0 with Dave abstaining as he did not attend that meeting.

Minutes of 12/21/15 approved on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

Meeting started earlier time so 4 applicants for the highway position could be interviewed. Each applicant was scheduled in twenty minute intervals. Five questions had been prepared for each applicant. (See attached)

Applications for each are attached to minutes.

First interview was cancelled as applicant had a health issue and could not attend. His interview will be rescheduled to January 11<sup>th</sup>.

Second interview went as scheduled; Tim Sullivan was interviewed and Skip read job description and then questions were asked. Applicant had CDL license but did not have his hoister license but had operated equipment before and felt he could get his hoister license without much trouble. Experience in driving trucks but not in road work.

Third applicant, David Waldron, was interviewed also had experience in driving trucks, CDL license but did not have his hoister license. Applicant was retired from military.

Fourth applicant, Chase Carrington, did not have either his CDL or hoister license. He did have experience in operating loaders and backhoes and felt he could obtain his hoister license without much trouble.

Three applicants interviewed all felt they could do the job and obtain necessary licenses within reasonable amount of time.

Board discussed applicants interviewed and will hold off on any decision until last person interviewed.

Skip is placing barricades on closed roads as a person had an incident on a closed road, driver went through the Road Closed sign and got stuck. Skip also advised a family had moved into a house on Clark Wright Road and he has been in contact with the school bus company as it is dangerous for buses to travel on a portion of the road and the bus company will check with the school to see if the children can be picked up from the bottom of Clark Wright rather than going in from the top.

Alan advised the Town had received letter from DEP forgiving their lien on the former General Store property. Next step will be formalizing conditions of the agreement and then the Town taking the property.

Also discussed was the former landfill located on Skyline Trail; this property is owned by Anita Myers. At the time she purchased the property in 1988 he landfill was no longer being used and was not covered. Over the past years the Highway Dept. has been using fill to cover the landfill and grade it so it can be mowed. DEP will be coming out to inspect this as well as the Transfer Station sometime this month.

Alan gave a list of Old Business items for future discussion and resolution (See attached).

Dave discussed the Personnel Policy and it application to all employees, appointees and elected officials. Alan explained the policy would only apply to employees and appointed positions. The Selectboard has no authority over any elected officials and it is up to the voters to decide if they want a change. There was further discussion regarding the possibility of have all Town positions become appointed. Sherri Venditti said there are pros and cons to having all positions become appointed.

The Board will be discussing budgets for FY '17 with each department in the coming weeks.

A Special Town Meeting will have to be held to address the shortfall in the Town Counsel account as well as a few other items.

Judy Hoag, COA Chair, advised the plumber will be in the Senior Center this week to move the pipes to prevent freezing.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 6:38pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MEETING  
JANUARY 11, 2016

Meeting opened at 5:30pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator; Skip Savery, Highway Superintendent

Interview conducted with Anthony DiSanti for the highway position (see attached resume). He was asked the same questions as the previous applicants. Has 35 years experience, can operate any equipment, has current CDL license and Class A Hoister license. Has plowed snow and operated a grader. He retired early and is now looking for a job as he claims to be bored just "hanging around". He is not looking for full-time work but would be willing to work when he is needed. Board thanked him for his interest and advised he would be notified of the Boards decision.

Fred Goldstein of Interisle Consulting Group addressed the Board regarding his recommendations for high speed internet for the Town. He feels either wireless or a hybrid wireless/fiber system would be best for the Town. He had done a preliminary study for Mass Broadband previously and more recently conduct a more thorough study on a wireless system. Wireless has become the norm for rural American as it is one third the cost of fiber. There are limitations and trees and hills are a hindrance and require more antennas and towers. Maximum speed is 25mb and with a goal of reaching everyone he feels 20mg can be delivered to most but some will only receive 10mg. The operating expense of wireless is reasonable and an outside firm could be hired to run the system

With a hybrid system the cost fiber cost is about \$40,000/mile and could be built out in increments. Build out time would be 3 years. Wireless build out is 7-8 months, however, there is no TV with the wireless system.

There is 5 year depreciation on the electronics and a 30 year on the infrastructure. This is built into his proposal for the Town. The main tower would be at the Transfer Station and between 80-120', this would be a monopole with space available for police, fire, highway and possibly cell phone providers. Other towers would be located in various spots in Town; most would be telephone poles with the exception of a tower on Alderman Road. These towers would be built right off existing road but if a landowner offered a better spot, it would be used.

Sherri Venditti questioned him on his company's involvement with other than wireless and Fred advised his group is multifaceted. They were involved in writing the grant for MBI. The MBI study he did on Middlefield showed a hybrid system would work but he is recommending a wireless system for its cost effectiveness and speed of getting up to operation.

Maureen Sullivan asked what effect future building would have. Fred said he had the GPS location of every house in town when he designed the system and there may have to be some tweaking for any new homes built so they could receive the signal. Fred said the receiving antennas would be located about 7 meters above the ground.

There was further discussion regarding operating costs which are pretty close to the cost of fiber. A Capital Fund should be set up to cover costs of upgrading and future maintenance of the system.

The Board thanked Fred for his presentation and knowledge.

Last item discussed was the Town Clerk. Alan said Suzanne needs some help and was looking for volunteers or someone interested in becoming her assistant. This will be discussed at a future meeting.

Bob motioned to adjourn, Alan 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:20pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, chair

David DiNicola

Robert Costa

SELECTBOARD MEETING  
JANUARY 14, 2016

Meeting opened at 11:10am at the Transfer Station

Present: Alan Vint, chair; David DiNicola; Robert Costa all Selectboard and Board of Health members  
Duane Pease, Town Administrator; Skip Savery, Highway Superintendent; Joe Kearns, Recycling coordinator; Kathy O'Brien, Transfer Station Attendant; Kathleen Casey, HRMC director

Dan Hall and Jim Scheffler representatives of DEP

DEP reps were her to inspect the work completed at the Transfer Station and make recommendations for future improvements. Overall they were very satisfied with the progress made to date. They did recommend railings around the demolition bin to prevent possible falls into the bin. They agreed with Skip's plan to relocate some of the bins to eliminate the need for stairs to deposit recyclables.

Group left the Transfer Station to reconvene at the former landfill.

Reconvened at the landfill at 11:35pm with all present. With addition of Anita Myers who is the property owner of the landfill site.

DEP did not consider this to be a very large or dangerous site. Actual area is approximately 1.3 acres and has been covered by Highway Dept. must have at least 10" of clean soil as a cover and sloped so it can be mowed. No trees can be allowed to grow as they could possibly bring any buried refuse to the surface with their root system. The other material that is on the site, boulders, trees, etc needs to be removed. They also would like another round of water testing done and submitted to DEP.

Once this is done, the Town can file an Accepted Land Fill form with DEP.

They also recommended the Town purchase or take the site to prevent any future development on the property. The more land the Town owns around it, it lessens the chances of future problems arising from the landfill. When questioned if the area could still be used for storage by the Highway Dept. Hill advised if it was not on the landfill itself, it could be used.

There will be further discussion between DEP, HRMC and the Town.

Board left the landfill at 12:08pm to return to the Town Hall.

Board meeting reconvened at 12:25pm with Selectboard members, Town Administrator and Highway Superintendent present.

Discussion was held on applicants for the vacant highway position.

Only one of the applicants had all the necessary licenses and discussion centered on him. He does not want to work fulltime, however, Skip felt he would be a good fit going forward through the winter as he does not always have work for everyone and he could tell him not to come in if the weather did not warrant it. Also, since this person can operate a grader, this would be an advantage when Skip gets his shoulder operated in the spring. Road could be graded and that would leave Matt free to do the follow up work and not have to operate the grader and then get out and do other work or mentor someone else on what needs to be done. Also, since this person is retired, he is limited in how much he can make in a calendar year per the terms of his retirement from the Operating Engineers. He is looking to earn only \$15/hour.

Alan motioned to hire him as a part-time employee pending passing of a physical and drug test, Bob 2<sup>nd</sup>; vote 3-0.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 1:45pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
JANUARY 19, 2016

Meeting opened at 6:00pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$12,739.36; Expenses: \$102,445.18.

Minutes from 1/4/16 approved on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

Minutes from 1/11/16 approved on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

Minutes from 1/14/16 approved on motion by Alan, bob 2<sup>nd</sup>; vote 3-0.

Stanley Bandoski met with the Board regarding obtaining a license for doing mechanical work on automobiles. None of his work would be performed at his house but he would go to various garages to do the work. There was discussion and he was advised he would need to obtain a Doing Business As license from the Town Clerk. He will put a description of the work he will be doing into writing and give it to the Board for further consideration.

Anita Myers discussed the former landfill that is on her property; this was there when she purchased the property in 1988 and had not been in use for a number of years. The DEP had recently been to the property and met with her and the Town. DEP suggestion was that the Town purchase the property the land the landfill is located on to avoid any future issues with any possible pollutants. The testing that was done in 2008 by Huntley Associates did not show any dangerous issues but by buying the area it would prohibit any building on the area. The landfill only comprised approximately 1.3 acres but the Town would like to maintain control of an area of about 7 acres. An independent appraisal would have to be done and the Town and Anita would have to agree upon a purchase price. This sale can only be approved at the Annual Town Meeting by a vote of the residents. The area would also have to be surveyed. This will be discussed further at a future Board meeting.

Highway Superintendent, Skip Savery, told the board he has been testing radios in the highway vehicles and so far they are working to his satisfaction and there seems to be no "dead spots" in the coverage. Also, he is waiting for the final release from the temporary worker's doctor.

Howard Knickerbocker addressed the Board regarding the high speed broad band proposal that was presented by the Communication Committee (CC) and Fred Goldstein of Interisle Consulting. Howard was surprised the Board selected the wireless option for the Town as his proposal was for a hybrid system that could be implemented in 2 phases. Alan said the letter the board signed was a letter of intent and did not bind the Town to only wireless. Alan also stated he was impressed with Fred's presentation.

Dave said he didn't understand the technology for the high speed and Howard said no one on the CC has any knowledge of these systems, only him.

Alan asked why wireless is a problem. Howard said the wireless system stays at the same speed and there are problems streaming video. The Town should have gotten their own consultant for this. With his hybrid system there would be 16 miles of fiber and the rest of the Town would be covered by dedicated wireless. The State would provide \$600,000 for the system and MBI would engineer the whole town so fiber could be added in increments as money became available.

Sherri Venditti said the Town should invest the State money wisely the optimal system is fiber and in the past, the Town has taken \$1,186,975 from Free Cash for various items. These dollars could be used for extending the fiber in the future. The wireless decision was made with no voice from the townspeople and 30% of the town would have substantial service with wireless.

Alan said the \$1,000,000 plus the town would have to borrow to construct the fiber system and then turn it over to WiredWest was a terrible business plan.

There was extended discussion on this topic and Howard suggested to have Fred cost out what a hybrid system would cost the Town. Howard said he would send a map of his plan. There are problems with fiber such as degradation of the system as well as breakage.

Joe Kearns, Finance Chair, said he had given out budget request to the various departments.

At 7:55pm Bob Costa had to leave the meeting.

Judy Hoag said the Finance Committee would be meeting on Tuesday to start the budgeting process for the Annual Town Meeting.

Steve Harris said he would follow with Fred on costing out a hybrid system and review Howard's hybrid system.

Steve also stated he and Joe Kearns would be installing a wireless output on the outside of the building. That way the system would be available when the Town Hall is closed.

Alan motioned to adjourn, Dave 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 8:15pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint; Chair

David DiNicola

Robert Costa

Selectboard minutes 1/26/2016

Meeting opened 5 PM in attendance Bob Costa Alan Vint

Discussion ensued on hiring Fred Goldstein to analyze the hybrid internet system. Comments made by Sherri Venditti wondering why we did not investigate funding or discuss with the treasurer if we were eligible to get up to 1mm in loans. It appears this was investigated but will be reviewed with the treasurer.. Jack Guyette asked why we cannot get answers from MBI. Was told we are continuing to be in touch with them to get answers.

Bob made a motion to hire Fred to do the hybrid review. seconded by Alan approved unanimously

Meeting adjourned at 7 PM

Bob Costa

The image shows two handwritten signatures in black ink. The top signature is more complex and cursive, while the bottom signature is simpler and more stylized. Both appear to be the names of the individuals mentioned in the text above.

SELECTBOARD MINUTES  
FEBRUARY 1, 2016

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Robert Costa  
Duane Pease town Administrator (TA)  
Absent: David DiNicola

Warrants reviewed and signed; Payroll: \$17,051.87; Expenses: \$7,152.01 and \$2,554.65

Minutes of 1/19/16 approved on motion by Alan, Bob 2<sup>nd</sup>; vote 2-0.  
Minutes of 1/26/16 approved on motion by Alan, Bob 2<sup>nd</sup>; vote 2-0.

Board member Dave DiNicola had submitted had submitted disclosure forms so he could help the Highway Dept. in emergency snow situations. Alan motioned to appoint as Special Employee, Bob 2<sup>nd</sup>; vote 2-0 and Alan signed. TA will submit originals to Town Clerk.

Board to meet with Fred Goldstein of Interisle Consulting to review possible hybrid high speed internet on February 8<sup>th</sup> at 5:00pm.

Joe Kearns of the Communication Committee discussed borrowing issues for Town if bonding is necessary for internet installation. He has spoken with Senator Downing many times as Downing is Chair of Senate Communications Committee. There are issues for many of the small Hilltowns. Hopefully additional funding will be appropriated to aid these towns.

Sarah Foley, School Committee representative, met with the Board to review the Gateway budget. The budget for each member town is based on the March 1<sup>st</sup> student population, this year Middlefield had 43 students in the Gateway system, and this is up 2 from last year. The current budget is \$426,000 less than last years. There are also 2 students attending Smith Vocational High School. Vocational education is not included in the Gateway budget. The School Committee is also looking at the "one man, one vote" issue and coordinating the payment dates for the towns to pay their Gateway assessment. There was also discussion on consolidation of some of the administrative duties with other regional district.

Judy Hoag advised the Board the COA consortium will be meeting on Friday and she will discuss the legal bill the Town incurred when the consortium was being created. Also, the plumbing improvements at the Senior Center have been completed; the costs were the same as the estimate Rida Plumbing submitted.

Ann Marie Visconti stated the CodeRED test will be conducted on April 1<sup>st</sup>. She is still obtaining the contact information from residents. Notices were sent out with the latest tax bills.

Also, there was discussion regarding the COOP and who the primary contacts would be. Alan will be the primary contact with Bob as the backup. COOP is important so there will be communication between departments in case of an emergency and better organization for contact with other entities such as MEMA. Alan asked Ann Marie to write a “wish list” of what she may need.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 7:45pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Robert Costa

SELECTBOARD MINUTES  
FEBRUARY 8, 2016

Meeting opened at 5:00pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator

Fred Goldstein of Interisle Consulting was suppose to attend to address the Board on a possible hybrid high speed internet system but due to inclement weather he was not able to attend and will be rescheduled for next Monday at 6:00pm.

Mail received today from Tax Title Attorney Ron Berenson. The DEP has forwarded a settlement document for the 166-168 Skyline Trail properties, this release waives the lien the DEP has for prior cleanup and outlines the Town's duties and responsibilities going forward. Any sale of the property would require the Town to reimburse the DEP 50% of the sale price if it is sold before 5 years, after that there is no payback. There was extended discussion on this including what if additional pollutants were found. As long as the Town is moving forward with due diligence there would be no penalties. This document has been reviewed and found to be acceptable by Attorney Berenson. On a motion by Alan, Dave 2<sup>nd</sup>; vote 3-0 the board agreed to accept the settlement document.

Additional information from Berenson was the Agape property that has been foreclosed on, the owner would like to pay the \$14,000 he owes in back taxes, fees and interest and retain title to the 14.8 acres of land. There was discussion as to the actual value of the land, any guarantees he would stay abreast with future taxes, would he be paying all of the incurred costs associated with the taking, etc. Alan will further discuss with Ron.

Town Administrator will follow with HCOG on status of the SREC payments to the Town for the solar array.

Bob motioned to adjourn, Dave 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 6:20pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa



SELECTBOARD MINUTES  
FEBRUARY 16, 2016

Meeting opened at 5:00pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$11,640.41; Expenses: \$60,922.81

Minutes of 2/1/16 meeting accepted on motion by Alan, Bob 2<sup>nd</sup>; vote 2-0 Dave was not present at that meeting.

Minutes of 2/8/16 meeting accepted on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

Board met with Fire Chief Ron Radwich to review budget requests for Fiscal Year 2017. Dept. expenses of \$8,000 are for the everyday operations of the dept. and for replacement of Scott Air Packs if reconditioned ones become available. Rest of budget is the same as last year. Training has been in house and Ron was urged to look into furthering the training of the volunteers.

The Board next met with Police Chief Tom Austin. Tom said he will be retiring in 3.5 years and is looking for younger officers so one could take over for him. He raised the chief's salary to \$2,000 in anticipation of higher pay for the next chief. Reserve School requires 332 hours of training before candidate can become an officer. Current officers do 40 hours of in service training each year. Currently he has 4 officers and all are from Town but it is getting more difficult to find in town officers, this is a problem in many of the small towns.

Alan advised the DEP has submitted a Settlement Agreement on the Haywood property, former General Store. This has been discussed with DEP and the Tax Attorney for months and DEP has agreed to waive their lien. It is moving forward.

Bob attended the last GTAC meeting and a consultant has been hired to review the school budget which is down 10-15%. Bob feels the administration of the district has to be accountable and not just make cuts from the education budget. Also, he has been in contact with Senator Downing's office regarding the "last mile" financing.

Fred Goldstein of Interisle Consulting met with the Board to discuss a possible hybrid system for the "last mile" high speed internet. Fred said he configured a system that uses 10 miles of fiber and would connect 50% of all the homes via fiber. He has the coordinates of all the houses in town and they would be reached with either fiber or wireless. Best case installation would be within one year for the wireless and up to 3 years for the fiber. The fiber system would require permission from Conservation Commission, etc as the fiber would be passing over wetlands. The wireless service would also be able to carry phone service through a 3<sup>rd</sup> party provider. Television would be more complicated as the Town would have to buy the channels from a 3<sup>rd</sup> party provider

and that tends to be more expensive for smaller servers. He felt a minimum of 10mb speed could be provided for the internet. Rates for the services would be set by the town. A 3<sup>rd</sup> party provider would be hired for billing and maintenance of the system.

Fred provided an outline of the system that could be constructed showing 25mb to most and at least 10mb to everyone on the system. The break down of the monthly fee based on 60% (150 users) of the houses would be approximately \$75 and includes depreciation of the system for future upgrades and repairs.

Dave questioned if MBI would still provide the \$580,000 if the Town did a wireless system. Fred said he was not sure and that was one of the questions that has been asked of MBI. The governor has a freeze on the funds as of now and not sure when they would be released. Dave also questioned maintenance of the systems. Wireless is not susceptible to ice damage and falling trees.

There was discussion regarding poles, tower locations, which areas would have fiber, equity of users having fiber vs. those having wireless, etc. Fred said technology for wireless systems is improving every day and the wireless could be upgraded if the Town felt it would be worthwhile.

Alan thanked Fred for his presentation and noted that the wireless would be a significant upgrade to what the townspeople currently have.

Alan motioned to adjourn, bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:55pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
FEBRUARY 22, 2016

Meeting opened at 5:04pm

Present: Alan Vint, Chair; Robert Costa; David DiNicola arrived at 5:12pm  
Duane Pease, Town Administrator

Alan advised the board of a dog issue with dogs owned by Cindy Lappa. Her 2 dogs attacked Suzanne Lemieux's dog as Suzanne was walking on Skyline Trail. Her dog was injured but has recovered. There may be a public hearing held at a later date. The Animal Control Officer has issued a house quarantine on the dogs but they have been seen outside not on a leash.

Also a complaint was received regarding property owned by Ricky Beckett. It appears he has placed another trailer on the property and has been hauling gravel to the location. Town Administrator to check with Skip to see if driveway permit has been issued.

Board met to review warrant for Special Town Meeting. Article 1 is for funds to pay legal bill for last Fiscal Year, account was overdrawn as reimbursement money for the Council on Aging Consortium went to the General fund that also occurred with the money the Hudson's paid the Town as reimbursement for their ZBA appeal. Article 2 is for additional funding for Town Counsel in amount of \$10,000, this is needed to defend the action brought by The Preserve as result of a ZBA decision on their property. Article 3 is for an additional \$2,500 to pay for the audit performed by Scanlon Associates, \$10,000 had been carried over and the audit cost was \$12,500.

Board next reviewed accounts they are responsible for funding for FY '17, most accounts were level funded from last year with little discussion. There was discussion on the sticker fee charged at the transfer station. The Town does not charge for household trash disposal other than the sticker fee and does not have a "pay to toss" charge. In an effort to recoup some of the charges from HRMC that have increased Bob motioned to increase the fee to \$65, Dave 2<sup>nd</sup>; vote 3-0 to raise the fee from \$50 to \$65.

There was also discussion on the fines the various Boards may assess for violations of by-laws, etc. Town Counsel will be contacted to see how these fines can be levied and increased.

Maureen Sullivan questioned where the fees and reimbursements go. She was informed without a specific revolving account; the fees must go into the General Fund.

Alan motioned to adjourn. Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:05pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, chair

David DiNicola

Robert Costa



SELECTBOARD MINUTES  
FEBRUARY 29, 2016

Meeting opened at 6:02pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$8,417.75; Expenses: \$15,510.18

Minutes of 2/16/16 approved on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

Minutes of 2/22/16 approved on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

Mail reviewed, nothing to discuss.

Terry Donovan, Animal Control Officer, spoke to Board regarding dog complaint filed by Suzanne Lemieux. Her dog was attacked and bitten by 2 dogs owned by Cynthia Lapa. The dogs were not leashed. Terry placed the dogs under house quarantine and they were seen outside in their fenced yard. After discussion, Board agreed to hold a Dangerous Dog Hearing; it is scheduled for 3/8/16 at 6:00pm. Notice will be hand delivered to Ms. Lapa.

Communication Committee (CC) member Steve Harris, updated the Board on the high speed internet. The MBI funds are still frozen and he has not been able to obtain any indication from MBI if the funds would be released to cover a wireless network. Also, he inquired if the wireless tower by-law would apply to the Town's MLP. This will have to be researched. There was further discussion regarding use of the Chester Fire Tower, TA will follow with contact at DCR. CC has been working with Town of Hawley and the Peru Selectmen came to the last CC meeting.

Also, Go Daddy has increased its prices so the Town web site is switching to InDesign as the new host. CC has installed a wireless on the outside of the Town Hall.

Discussion followed with members of the audience regarding financing of the system, lack of knowledge and understanding by the governor what the smaller communities are facing when it comes to financing any type of system. Alan and Bob both stated this is a process and no final decision had been made by the Board regarding the system to be used by the Town. Research has been done and any decision will be based on the best judgment.

Highway Superintendent Skip Savery met with the Board. He advised the part-time person he was authorized to hire will not be able to work at this time for health reasons. Their was discussion regarding the 3 other applicants and all agreed to offer the position to Chase Carrington with conditions, the conditions being he would have to obtain his hoister and CDL licenses within certain time frames. His starting rate would be lower and pay would increase as he obtained licenses.

Board reviewed questions with Skip regarding what he anticipates his projects would be for the summer and fall. Skip would like to pave portions of 2 areas of Chester Road and a section of River Road. During the winter when snow removal is not a priority they do maintenance on the equipment to avoid possible breakdowns during a storm. The loader has approximately 2,000 hours on it and the grader about 3,000 hours. The older Ford 550 is in need of a cab and if a used one could be purchase reasonably it would be worth repairing. Skip agreed to prove logs of his weekly work to the Board. When asked what the board could do to help him, he stated he would like emergency power at the garage and possibly another more covered storage area to keep the equipment out of the weather. Also discussed were the “driveway washed”, that is where individual’s gravel driveways wash into the road during heavy rains. If this continues to be a problem, a letter will be sent to offenders requesting they make repairs so this does not occur.

Joe Kearns, Finance Chair, requested the board sign a letter and send it to the Gateway Regional Scholl requesting the school assessments be lowered. TA will contact Huntington S/B and copy the letter they composed and forward to school. Also, there is approximately 1.5 million dollars in post employment benefits that are owed by Worthington due to their withdrawal from the district and Worthington is fighting that assessment.

Alan motioned to adjourn the S/B meeting and go into Executive Session to discuss negotiations regarding the Dussault lawsuit and not reconvene the open portion of the S/B meeting. Bob 2<sup>nd</sup> the motion. Vote: Alan, Aye; Dave, Aye; Bob, Aye. Vote 3-0 and meeting adjourned at 8:25pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MEETING  
MARCH 4, 2015

Meeting opened at 11:00am

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator

Also present: Steve Harris and Joe Kearns, Communication Committee  
Fred Goldstein, Interisle Consulting  
Todd Corcoran and Cornell Robinson from the MBI Tech Team

Meeting was held to provide information to the Tech Team regarding the Town's possible installation of a wireless internet system.

Todd said MBI's role in the project is oversight of the towns involved in bringing the "last mile" internet to the individual homes. MBI has the funding for a portion of professional services and construction to allot out to the towns. He agreed that fiber is the most costly construction for both engineering and construction.

Alan said the majority of towns not served have small populations and the economic cost of fiber is not likely to be voted for by residents so towns do need an alternative system. In light of this, MBI needs to be flexible.

Steve stated that he believes MBI has gone from all fiber to considering wireless networks. Fred said the engineering costs for wireless are much less than fiber.

There was extended discussion on the operation, installation and technical aspects of wireless between Fred, Steve and the MBI reps. The FCC has required 25mb download speed and 3mb upload speed and wireless is not able to bring that to each house at this time. However, there is new technology that is in the process of licensing that may do that. MBI would require the system be engineered to provide the 25mb at this time.

Steve would like MBI to approve funding for the pilot plan that Middlefield has laid out. MBI reps said they would take all this information back and discuss with the proper persons as they are only here on the technical aspect of the Town's request.

Dave questioned if the cost of service could go up from the project \$60 rate. He was advised it could depend on the amount of users that sign up and what charges could be negotiated with providers.

Sherri Venditti questioned since a wireless network has not been done in this area how successful could it be and what happens if it fails. The moneys allotted by MBI would be wasted and the Town would be left with nothing to show for it.

Steve said he would tweak the plan, show a 2 year plan, break out the pilot costs, and update the tables and then send to MBI.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 1:30pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
MARCH 8, 2016

Meeting opened at 5:00pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator

Board discussed the draft letter received from DEP with Highway Superintendent Skip Savery on the former landfill located on Skyline Trail. Skip felt the requirements within reason and much of the work had been already done. Dave volunteered his equipment if Skip needed it. This work is to be completed by 7/31 and then a closure certificate could be issued. There would be no post-closure usage without a permit from DEP. Alan motioned to accept the draft, Bob 2<sup>nd</sup>; vote 3-0.

Skip then spoke regarding the offer of employment made to Chase Carrington. Chase's current boss is away and Chase requested a week delay. Chase has obtained his Medical Card that is necessary for the hoister and CDL licenses. The Board agreed they would give him a specific time period to obtain these licenses, 60 days for the hoister and 90 days for the CDL.

Skip advised he has been able to some grading on the gravel roads in this unusual winter.

Steve Harris, Communication Committee, told the Board the cost of the pilot for the wireless internet is \$131,725 and that includes installation of a monopole tower at the transfer station. Bob and Dave questioned the funding; Steve said this would not go forward without MBI funding. Alan said if MBI does start responding, the board may have to go meet with the powers that be.

Steve also said that he went to the Peru Selectboard meeting with Fred Goldstein as Peru is interested in a wireless system.

Sherry Venditti questioned if the pilot included use of "white space" and has the CC found ways to improve the white space reception or replace it.

Steve was given the okay to send this material to MBI and cc Senator Downing and Representative Kulik.

Alan motioned to adjourn the meeting and open the Dog Hearing as it is scheduled for 6:00pm. Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 5:53pm.

Meeting reconvened at 7:07pm.

All present.

Sherri Venditti and Maureen Sullivan questioned the wireless network that is proposed by the Communication Committee there was extended discussion regarding the fact there are no valid models in the area to compare, on paper the system looks good but nothing in the field to see how it works. TV white space is questionable for wireless and the Town could be going down a path to disaster.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:45pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costat

SELECTBOARD MINUTES  
MARCH 11, 2016

Meeting opened at 2:00pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa, Duane Pease, Town Administrator, Bev Cooper, Town Accountant; Jane Thielen, Treasurer; Mary Ann Pease Tax Collector; Joe Kearns, Finance Chair

Tom Scanlon, CPA, of Scanlon Associates

Meeting held to review audit of Fiscal Year 2014.

Tom opened by saying the Town was in good financial shape and can rely on the financial information provided by the staff. The reserves were also in good condition.

Management letter (attached) was reviewed and recommendations to the most part have been implemented. Part-time employees have been enrolled in SMART to satisfy the requirements of the 1990 OBRA Act. This will save the Town the social Security match.

Tom recommends maintaining a receipt log for all cash and check payments and turning them over at least monthly. He also recommended Policy and Procedure manual so all would be in writing. Town Administrator to check with PVPC for assistance in obtaining same.

There was discussion regarding other topics such as converting the accounting system to UMAS, recording capital assets, Tax title accounts and Police firearm fees. None of these were seen to be a major concern.

Tom was thanked for his presence and Alan motioned to adjourn, Bob2nd, vote :3-0.

Meeting was adjourned at 3:10pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
MARCH 14, 2016

Meeting opened at 5:00pm

Present: Alan Vint, Chair; Robert Costa; absent: David DiNicola  
Duane Pease, Town Administrator (T/A)

Warrants reviewed and signed; Payroll: \$4,536.55; Expenses: \$26,517.77.

Minutes accepted on motion by Alan, Bob 2<sup>nd</sup>; vote 2-0.

CodeRed discussed; should it be used for notifications other than emergencies? Recent cold weather in February left compactor at Transfer Station frozen and notification could have been sent to resident to save trip to Transfer Station. This will be discussed at later date when CodeRed is up and running.

Howard Knickerbocker wanted to know status of Town By-laws and Zoning By-Laws. All have been submitted to Secretary of States office, Town Clerk and TA will follow up.

Wally Smith questioned the Right to Farm and how it related to neighbor keeping pigs. This will also be researched.

Selectboard and Communication Committee are on same page regarding high speed internet. MBI still has not advised how much and when the money will be available. Next step is to meet with Acting Director of MBI to see if answers can be obtained.

Larry and Tim Pease, Cemetery Commissioners, met with Board regarding Cemetery issues. Last year they could not find anyone to do the mowing so the Commissioners did it themselves. They would like the position to be advertised at the same time the Town advertises for the mowing of the other Town properties. T/A will contact Larry and sit down and work out a bid format whether it be by the hour or moving for the cemeteries. Alan mentioned it may be better if the Town owned its own equipment and hired summer help for the Highway Department to do the mowing as well as assist

the Highway with some other summer chores. If equipment were purchased, a storage shed would be necessary to store it.

Alan motioned to adjourn, bob 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 6:33pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:  
Alan Vint, Chair

Robert Costa

SELECTBOARD MINUTES  
MARCH 28, 2016

Meeting opened at 6:00pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator

Warrants signed; Payroll: \$11,777.51; Expenses: \$143,774.68

Minutes approved on motion by Alan, Bob 2<sup>nd</sup>; vote 2-0, Dave abstained as he was not present at meeting.

Highway Superintendent Skip Savery advised Board that Chase Carrington had refused the job offer as his current employer had given him a substantial raise. Skip will contact Anthony ..... And offer him the position as he has cleared his health issue.

Board discussed hiring of summer help with Skip, this would allow him to use help for roadside mowing and other non-skilled jobs required during the summer months.

Jean Armitage, Council on Aging Consortium Director, met with board regarding past due legal bills accrued as result of the formation of the Consortium. She advised the consortium could not pay these bills as they were submitted after the June 30<sup>th</sup> deadline. Discussion ensued and Alan said that Middlefield had paid these bills in good faith and that the member towns of the consortium should contribute on an equal basis to reimburse Middlefield. This would amount to approximately \$240 per town. She will bring this to the next meeting and advise.

Board next met with the Finance Committee to review draft of the Annual Town Meeting Warrant. There were some questions on how financial numbers were derived and board will meet with some departments to obtain a clearer picture of how and why increases were necessary. Board also questioned why FC recommended a \$5,000 cut in the Town counsel budget. Most of the dollar amounts were level funded from last year. Town clerk did ask for substantial increases in here budget. Board will discuss with Town Clerk at next meeting.

Town Administrator (TA) had to leave at 7:30 pm, Selectman Costa finished taking notes for the meeting.

Most of the remaining Articles were discussed and accepted. TA will follow with Town Counsel on establishing revolving fund for the ZBA as well as Article 29. Articles 22 and 23 need further clarification.

Selectboard meeting will be held next Monday starting at 5:30pm to continue review of warrant.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 9:15pm.

Minutes respectively submitted by:  
Duane Pease, Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELETBOARD MINUTES  
APRIL7, 2016

Meeting opened at 5:30pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator (T/A)  
Finance Committee (F/C): Joe Kearns, Chair; Judy Hoag, Dale Hoag, Scott Artioli and Ed Vivier.

Board met with Suzanne Lemieux, Town Clerk, to discuss her budget request for FY'17. She had requested increase from \$4,200 to \$5,500 and her assistant increased to \$3,000 from \$600. Suzanne estimates she will have put in over 400 hours this year, there is a lot of filing and cleaning up she has to do to bring everything up to date. Alan recommended she join the Town Clerk Association as they are an excellent source of information. Alan also noted she is getting some volunteer help. After much discussion about the requests, the Board and Suzanne agreed to her increase to \$5,500 and the assistant to \$1,500.

Board next met with the Finance Committee to continue reviewing the Annual Town Meeting Warrant.

S/B recommended the Treasurer's Tax Title Account be reduced to \$12,000. Alan has been in contact with the Tax Attorney and he feels the \$12,000 would be sufficient.

There was discussion on Article 8 with the F/C and Highway Superintendent Skip Savery on the wages, holidays, vacation and sick time requests. There is a 2% increase in wages that the Board agreed with. Holiday wages were increased as Skip explained the department is going to have an increase in holidays they take, they currently work many of the State holidays, Board agreed. Vacation wages were reduced as there are only 2 full time workers at this time and any new help will not be entitled to more than 1 week of vacation. There was extensive discussion on the Sick Days request of \$2,100. There is currently no policy for the amount of sick days or how many could be carried over to the next fiscal Year. The Board is still working on a Personnel Policy for the Town. Alan motioned to institute a Sick Leave policy of allowing a 30 day carry over, Dave 2<sup>nd</sup>; vote 3-0. this will become part of the Personnel Policy. The T/A will check with Town counsel on the proper way to allow a carry over of the funds from year to year.

Articles 14, 15 & 16 dealt with the Gateway funding, the Board agreed with the F/C recommendations on Articles 14 & 16. However, the Board will only recommend the FY amount for the above minimum, \$55,928, for FY '17 as Gateway has been requested to level fund their budget the same as last year.

Article 31 addresses the legal action taken by the Gateway towns as a result of Worthington's withdrawal. This article was written by Town Counsel. After discussion on paying the shared legal fees, the Board requested a following article be placed on the warrant requesting \$5,000 for funding.

F/C will draft another warrant and return to review with S/B at next meeting.

T/A questioned the Senior Work Program and if it will be on warrant. F/C c Chair advised he had just received request and it was too late to put on this warrant but will be included. Also, T/A is waiting for an article from Town Counsel requesting Special Legislation to allow up to a 3 year appointment of the Highway Superintendent and when received it will also be on the warrant.

Ann Marie Visconti requested a budget line be created for the Emergency Management Director; she feels \$500 would be sufficient.

It was noted the Town's Free Cash has been certified and total in excess of \$302,000. There was discussion about applying some of this to reduce the tax rate; this article will also be placed on the warrant.

Fire Chief, Ron Radwich, gave the board an update on the recent brush fires and chimney fire. Ron also explained the Town's history with the radios for the Fire Department and Highway Departments.

It was also noted the Ms. Lapa's dogs have been seen outside of their enclosed area and not leashed.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0'

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
APRIL 11, 2018

Meeting opened at 6:03pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$8,616.89; Expenses: \$16,236.06 & \$5,9895.44

Minutes approved on motion by Alan, bob 2<sup>nd</sup>; vote 3-0.

Mail reviewed; nothing of importance.

Board met with Angela Mulkerin, Service Director of Hilltown Community Ambulance. Hilltown is proposing that Middlefield join the ambulance service as the service provides 24 hour service to 6 of the Gateway towns. The service is staffed at the paramedic level for all but 2 overnight shifts. This level of service allows more medical services to be administered to patients at the scene and enroute to a hospital. Hilltown hires mostly local employees, is a non-profit organization, applies for grants to help defray the costs and was formed when the Lion's Club ambulance service dissolved. The current fee is \$19.09 per capita; however, Middlefield would be charged \$1,995.42 for the first year with a 5% increase over the next 3 years and then a 10% increase per year until it reached the per capita cost. The service will also put a patient's medical history on a flash drive that would be available if ambulance service was needed; this is paid for through a grant the service received. There is also a yearly subscription that individuals or families may join that waives all ambulance charges that ones insurance does not cover. Hilltown received 618 calls in 2015 and responded to all but 56. The 56 calls were calls that had to be passed to their back up service as the ambulance was already out on another call. There was much discussion regarding the service, the town's aging population and the benefits of 24 hour coverage. The current ambulance service comes from Hinsdale and is staffed by on call volunteers.

Board next reviewed the warrant with members of the Finance Committee. There was discussion on many articles and the board agreed to recommend the articles discussed. There are some articles that would change the current by-laws and were written by Town Counsel. These include the right to refuse a permit to homeowners that were 12 months behind on their taxes. One article involving the updating of radios will be discussed further at the next board meeting.

An update on the MBI/broadband internet was discussed with Steve Harris, Communication Committee. It appears MBI is backing away from its all fiber networks as they realize not all towns can afford the fiber to the premises costs. MBI is putting out a Request for Proposals for a wireless study. Middlefield has already done this and has been in discussion with MBI on the funding of our pilot study. There was further discussion as to impact this would have on the town, would any cost over runs be paid for

by the users or passed on to the whole town through the tax rate. Bob felt it would not be fair for non-users to have to pay for this service. Joe Kearns attended a meeting that included Governor Baker via Skype and 80% of the questions asked of the Governor concerned broadband.

Ann Marie Visconti advised the Board the CodeRed was tested on April 1<sup>st</sup>, 184 phones were called, 16 text messages were sent as well as 3 emails. She is continuing to push for all residents to sign up. The Board discussed what other notices may be distributed over the CodeRed rather than just emergencies. It is believed a contact list could be developed for various interests in the town such as a call to notify seniors of a flu clinic.

Last item was the Chester Theater's use of the Town hall auditorium for the summer. Board agreed to allow with the fee of \$350, theater will have to agree to make sure town activities have priority. The Town Administrator will contact the theater and also request 30 vouchers for this year.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:40pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
APRIL 19, 2016

Meeting opened at 6:00pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator (TA)

Board met with Fire Chief, Ron Radwich, Police Chief, Tom Austin and Highway Superintendent, Skip Savery, to discuss current dispatching service. Town is currently dispatched out of Berkshire County, Berkshire currently dispatches for 22 towns. The costs have been steadily rising and now are approaching \$9,000. Ron has kept track of the calls to Middlefield and since 1/1/10 there have been 188 calls, this averages out to about 36 calls a year. Tom stated Maryland is about the same size as Massachusetts and their emergency services are dispatched out of 7 statewide centers while Mass. has 140 dispatchers across the state. The Northampton dispatch center handles all of the cell phone calls in Western Mass and does not charge any fee to the communities it dispatches, this service is funded by the state. Skip said it didn't matter to him who dispatched as just about all of his calls are vehicle to vehicle and do not go through dispatch.

Dave questioned the cost of using Berkshire versus Northampton, Ron said there is a 4-5 minute delay getting the information from Northampton to Berkshire and then dispatching to Middlefield and what cost is worth a life. Ron also wanted to know if the town switched its ambulance service to Hilltown, who is their backup.

There was continued discussion regarding the 2 dispatch services, TA will follow with Northampton as the director is on vacation and will be returning next week.

The \$35,000 requested for radio improvements was discussed with Ron, Tom and Skip next. These improvements would cover all the "dead" spots currently affecting radio communication in town. Ron questioned the licensing and Tom stated the licensing agreements would be part of any upgrade in the radios. Also, each department would have its own frequency rather than using the Fire Dept. frequency as they now do. Skip said any improvements would have to be compatible with Motorola radios as they are what the town currently has.

Skip advised the Board he attended the Complete Streets program at Pioneer Valley Planning Commission. This is a State program that provides grants for sidewalks, cross walks and bike paths; it is not user friendly for small towns but is one of things that aids a town in applying for other grants. He is also grading the dirt roads.

Board next continued its review of the warrant for the Annual Town Meeting. Articles 33 and 27 were suggested to be funded with Free Cash rather than Raise and Appropriate. Also, transferring \$90,000 to the Stabilization Fund rather than the \$50,000

recommended by the Finance Committee. After deducting the \$203,000 from Free Cash it would still leave approximately \$100,000 in Free Cash to carry over to the next fiscal year.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:50pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

## SELECTBOARD MINUTES

APRIL 25, 2016

Meeting opened at 6:00pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa

Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$10,548.12; Expenses: \$16,539.63

Minutes of 4/11/16 approved on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0

Minutes of 4/19/16 approved on motion by Alan, Dave 2<sup>nd</sup>; vote 3-0

Mail reviewed: letter from Attorney Anop regarding dog hearing. Alan will review and respond.

Mowing bid for FY'17 reviewed and approved. TA will have it published in Country Journal. Current mower will be contacted for mowing approval.

Diesel bid also reviewed and approved, will also be published in Country Journal and TA will mail specs to former providers.

Discussion with Board on recent phone conference with MBI technical reps, Alan and Steve Harris of Communication Committee. MBI would like to see pilot costs reduced and questioned various components, this was explained by Steve as to what and why. There was a double entry of costs which reduced cost by \$6,000. Also, design and engineering costs would be reduced as Fred Goldstein has done much of the engineering already. Town would like to have the design and engineering costs merged with construction costs so the total amount of MBI dollars would allow for complete construction of Town's system.

Additional discussion concerned what would work or would not work and how the wireless systems in Warwick and Royalston compared to Middlefield.

Sherrri Venditti advised the board she had facts from Carlson's shareholder's meeting that indicated they were looking for investor's to finance some of their wireless research and development.

Next item discussed was the property located next to the Town Hall, 193 Skyline Trail. This property is advertised on Realtor.com for \$24,000, it was foreclosed on this winter and the bank is attempting to sell. Property had been inspected for possible Town use. The property needs considerable work and does not appear to be financially feasible for the Town.

Also discussed was the possibility of searching for grants for various Town projects. TA will contact Erica at Pioneer Valley Planning Commission and Bernie Kubiak at Hampshire Council of Governments for assistance.

Annual Town Meeting Warrants were signed and given to Town Clerk for posting by a constable.

Bob motioned to adjourn Selectboard meeting and not reconvene and to move into a Board of Health meeting to discuss the Dowsey property, Alan 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:19pm.

BOH meeting opened at 8:19pm all present.

The Health Agent, Jackie Duda, has been in contact with the Attorney General's (AG) office regarding placing the Dowsey property in receivership. This would entail the AG securing interested parties for the receivership and then having the court appoint the receiver. There are currently 3 contractors that are interested and on question they have is whether they could demolish the property and then sell it as a lot. The Board does not have a problem with it being demolished. According to Mass law, any liens on the property would be satisfied as follows: Town for taxes and any other fees; Receiver for their costs; lien holders; and then any excess funds would go to the property owner. More information will be obtained on this and hopefully an attorney with the AG's office will speak to the board.

Alan motioned to adjourn the BOH meeting, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:32pm

Minutes respectively submitted by:

Duane Pease, Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa



SELECTBOARD MINUTES  
MAY 2, 2016

Meeting opened at 6:00pm

Present: Alan Vint, chair; David DiNicola; Robert Costa  
Duane Pease, town Administrator

Board met with Building Commissioner (BC), Bill Girard, to discuss process of how inspectors are paid for their inspections. Currently, the Electric Inspector gets paid through a revolving fund; he retains \$45 of the \$50 inspection fee. The Plumbing Inspector is paid a yearly fee of \$300. Bill felt this was not fair and if he was also paid through a revolving fund it would insure all inspections are being performed. Since the ATM warrant has already been posted, it is too late to correct for this year. In Bill's other Town's where he is the commissioner, the Electric and Plumbing Inspectors are under the BC, this makes the permitting process much easier for the BC to follow. Board advised Bill to speak with both and create a smoother operation.

Bill also advised that Jamula has said he would be removing trailers from his property; Crepeau is not using the structure on his property and did not appeal to the ZBA and Beckett has removed one trailer and asked for additional time to remove the other trailer.

Bill said he will only act on written complaints and not on any anonymous ones.

Bob motioned to adjourn, Dave 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 6:35pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

David DiNicola

Robert Costa

SELECTBOARD MINUTES  
MAY 9, 2016

Meeting opened at 6:02pm

Present: Alan Vint, Chair; David DiNicola; Robert Costa  
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$6,136.02; Expenses \$9,018.47

April 25<sup>th</sup> minutes approved on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

May 2<sup>nd</sup> minutes approved on motion by Alan, Dave 2<sup>nd</sup>; vote 3-0.

Selectboard voted to reappoint Alan as Chair on motion by Bob, Dave 2<sup>nd</sup>; vote 2-0'

Alan motioned to appoint bob as Clerk, Dave 2<sup>nd</sup>; vote 2-0.

Mail reviewed; nothing of importance.

Cemetery Commissioner, Larry Pease, met with Board to discuss hiring of person to mow the Town's cemeteries. Agreed to place add in Country Journal advertising as an hourly position at direction of Cemetery Commissioners.

Larry then discussed the ambulance situation with Board; he first apologized for his behavior at the Pre-Town Meeting. he did not understand any reason to switch from Hinsdale as they have been providing service for years and there have been no problems. Alan said Hilltown Ambulance made a presentation to the Board and there is a difference between Hinsdale's basic emt level and Hilltowns paramedic level, with the response time basically about the same, he would prefer the paramedic level service.

Dave said if it's not broke, don't fix it. If there was a problem, the Fire Dept. first responders would have told the board. Bob added there were some issues that have come up and raised some questions regarding Hilltown. Some member towns are going to put out a RFP for the service.

Ann Marie Visconti said the population is aging and a couple of people have approached her with concerns and would prefer a paramedic service. Sherry Venditti said she and her husband moved to Town knowing there was not an ambulance right around the corner but as they age, they would prefer paramedic service.

Fire Chief, Ron Radwich, asked if it would be possible for dispatch to request Hilltown for any paramedic backup to Hinsdale. There is a protocol for paramedic service that includes heart attack, stroke, unconsciousness and other serious trauma.

Carol Waag met with the Board to request permission to have signs installed on the West Branch of the Westfield River and Glendale Brook. She obtained the signs from the Wild & Scenic Committee. Alan motioned to allow, Bob 2<sup>nd</sup>; vote 3-0.

Treasurer position was discussed next. Alan said what Jane does; she does well but she is not using all the “tools” available. The Softrite program the Town has been paying for still is not being utilized. Bob said the Board needs to talk with Jane and give her a definite date to get these issues resolved. If not, the Town will have to look for a replacement. Alan agreed to have one more sit down with her at the next Board meeting.

Next item discussed was the possibility of purchasing a storage unit for the Town Hall, this could go outside the Library door and provide storage for the items that are currently stored in the boiler room. There are not supposed to be any flammable items in there. There are funds available in the Maintenance of Public Buildings to purchase item. TA and Bob will obtain prices prior to the next Board meeting.

Board discussed what fines can be levied for zoning violations, TA will research what other Towns do and how the fines are structured.

Dave will obtain a copy of Dalton’s Senior Tax Work off program and this will be discussed at next board meeting.

Sherrri Venditti questioned the receivership issue with Maitland Dowsey’s house, she was advised the Attorney General’s (AG) office had sent him a letter advising of same and had also spoken with him. He said he was in no position to return to his home and make the necessary repairs. TA advised according to the AG once the property is placed into receivership by the courts and rehab or demolish is completed, the property is then auctioned off. The monies obtained first go to the Town for any taxes, etc owed, then to the receiver, any mortgage holder and if there are addition monies to the owner.

Kathy O’Brien complained to the Board about the time it takes her to receive her reimbursement check from the Treasurer, it is usually longer than 2 weeks.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:56pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Robert Costa, Clerk

David DiNicola



SELECTBOARD MINUTES  
MAY 23, 2016

Meeting opened at 5:00pm

Present: Alan Vint, Chair; Robert Costa, Clerk  
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$11,508.69; Expenses: \$10,350.06

Board met with Treasurer Jane Thielen to discuss several items. Jane was questioned on use of the Softrite program which the Town pays for but she does not use. Jane said she has not had the training necessary and she uses another program that she obtained from another town she works for. She has this program at her house and not in the office. She does the receipts manually and uses an Excel spreadsheet. Bob said it may make it more efficient if she were to use the Softrite program and coordinate with the accountant. Review of the properties of low value and tax title, there are only a couple of low value properties and Jane has not moved on them to date. Since she has resigned from her position in Worthington, she said it will give her more time to work on Middlefield issues. Jane was reminded that the Middlefield records need to be kept in the Town Hall and not at her house on a regular basis.

David DiNicola arrived at 5:27pm.

Building Commissioner, Bill Girard, met with the board to discuss fees and payments to inspectors. He would like to be able to have access to the on-line payment account so he can verify inspections, review payment requests and then submit to Treasurer for payment.

Board next met with Julie Datres of the Attorney General's (AG) office. Health Agent, Jackie Duda, was also with her. Meeting was for additional information on the AG's Abandoned Housing Initiative. This allows for receivership of houses have sanitary code violations that are not easily remedied; receivership is the worst case scenario and used when all other efforts by the Board of Health have failed. The AG attorney would do a title search on the property, inspect if with the Health Agent and decide if it is a viable candidate for receivership. If it is, the AG will send a letter to the owner and any lien holders advising of the process and their rights. The court handles the case and appoints the receiver, there has to be transparency in the process. The appointed receiver must front the money needed to either rehab or tear down the property. There are also 60 day inspections. When it is completed, the AG will inspect and sign off on all expenses and file with the court. The court will post an auction date for the property if the owner is unable to pay the costs. When the proceeds are received any taxes and other fees owed to the Town are reimbursed first, then the receiver get paid followed by mortgage holder and if any funds are still available, the property owner.

Abandoned properties do not necessarily have code violations, the violations have to be health and safety. There was further discussion on this and Attorney Datres will return of June 3 at 11am to view properties in Town.

Jackie advised the Board the Hudson property perc test passed and she will be doing a perc test on the Dussault property in a few weeks.

Also, the Town was awarded \$800 for incident command training. A meeting will be set up with the various Town depts. for the training.

Steve Harris, Communication Committee Chair, advised the Board the meeting with Governor Baker went well and the governor gets what Middlefield is trying to do. Steve has a letter for the Selectboard to sign; the letter is to Peter Larkin who is now involved in with MBI. Sherri Venditti questioned the monopole installation and what input the townspeople would have. She was told there is going to be a balloon test done at the Transfer Station so the people would be able to see the height of the tower. There was continued discussion regarding the wireless and what information would be available. There is going to be an informational meeting to be held on June 6<sup>th</sup>.

Highway Superintendent, Skip Savery, advised the board he has been clearing Becket Road and using the fill at the former landfill. He said it is going to take a lot of fill to mound the area.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:50pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Robert Costa, Clerk

David DiNicola

SELECTBOARD MINUTES  
MAY 31, 2016

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Robert Costa, Clerk; absent: David DiNicola due to illness.  
Also present: Duane Pease, Town Administrator

Animal Control Officer, Terry Donovan, met with the board regarding a complaint she received about the Burmer dogs barking over the weekend. Burmer had notified the Board and neighbors that he would be holding a training session for dogs. There was extended discussion regarding this and it was decided that the next time Burmer has a training scheduled there will be drive-bys and any complaints will be more quickly addressed. It appears this is more of a dispute between two neighbors that may not easily be resolved.

The Town received 3 quotes for the storage container to be placed behind the Town Hall. This will be used for storing article currently in the boiler room that should not be there. The bid accepted was from Kelcon for \$4,350 the other prices were \$5,300 + \$250 shipping from Beeline and \$6,400 +\$450 shipping from ..... The container will have 2 6' roll up overhead doors.

Gita Jozsef, Assessor Chair, met with the Board to have them sign the reevaluation contract. This contract is for \$6,600. alan motioned to accept and sign, Bob 2<sup>nd</sup>; vote 2-0 and contract signed.

Judy Hoag, COA Chair, requested the Board appoint Lois Bell to the COA board as a replacement for Howard Knickerbocker. Judy also requested permission to create a flower bed along the side of the COA building and also purchase some hanging plants for the porch. Both were okayed by the Board.

Highway Superintendent, Skip Savery, advised he had received one applicant for the vacant highway position. That person does have his CD license and medical card. An interview will be scheduled for June 6<sup>th</sup> at 5:30pm. Skip has also hired 2 people for his summer help, their pay rate will be \$12/hour. They will do weed whacking and other non-skilled jobs.

Communication Committee Chair, Steve Harris, told the Board he believes the pilot program will be approved but the Municipal Light Plant has to have a manager and engineer. Alan motioned to appoint Steve as the manager, Bob 2<sup>nd</sup>; vote 2-0 to appoint Steve. Alan also motioned to appoint Fred Goldstein as engineer, Bob 2<sup>nd</sup>; vote 2-0 to appoint Fred. There was discussion on drafting Requests for Proposals and bids for this project. Also, an informational meeting will be held next Monday at 7pm in the auditorium.

Board members had extended discussion regarding the posting of events on the Town web site as well as the sign out front. This was discussed as a result of Bob meeting with Adair and Tamarin and there request to have a blood drive posted. The discussion also included past issues regarding no trespassing orders against some town residents. They are willing to withdraw the notices and Bob felt it was time to move forward and bury the hatchet. Alan felt that only town events or town sponsored events should be posted and that no private enterprises should be allowed on the web site or sign. This will be discussed further at a future Selectboard meeting.

Carol Waag brought a letter to the Board for support of the Western mass Forest Legacy partnership. This is to place conservation restrictions on lands already in Chapter and restrict development. The board will review and discuss at the next meeting.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 7:16pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Robert Costa, Clerk

SELECTBOARD MINUTES  
JUNE 6, 2016

Meeting opened at 5:30pm.

Present: Alan Vint, Chair; Robert Costa, Clerk; David DiNicola  
Duane Pease, Town Administrator; Skip Savery, Highway Superintendent

Board and Skip interviewed Anthony Coughlin regarding the open highway position. Skip read job description the fact anyone hired would have to consent to CORI check and drug screening. Discussion regarding why he would want position, what his experience was, licenses held. Coughlin did have hoister license but let it lapse, his CDL and Medical Card are current. He did not have much snow plowing experience but working at Ryder Truck Rental as a mechanic, he did drive various Ryder trucks on the road. Coughlin said he would not have any problems with overtime or working extended hours in the winter. He currently is making approximately \$25/hour with Ryder and has Dental and vision insurance. The vacation and sick time policy was explained to him, since the Town rate is much less than what he is currently making, he wanted to think it over before making a decision. Skip will check back with in a couple of days. Board thanked him for his interest and interview.

Board discussed his qualifications and Dave was concerned with his lack of experience in driving loaded trucks and snow plowing. If Coughlin shows interest, he will be called back for second interview.

Warrants reviewed and signed; Payroll: \$19,914.72; Expenses: 43,253.84.

Minutes of 5/9/16 accepted on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

Minutes of 5/23/16 accepted on motion by Alan, Bob 2<sup>nd</sup>; vote 3-0.

Minutes of 5/31 accepted on motion by Alan, bob 2<sup>nd</sup>; vote 2-0; Dave abstained as he did not attend that meeting.

Kim Savery and 2 representatives of Healthy Hampshire (HH) spoke to the Board. Goal of HH is to prevent chronic diseases, challenge people to eat healthy and make healthy food available to them, get residents out and lead an active lifestyle. Discussion on how to promote this, what amenities and trails would be available. Also partnering with COA and possible exercise equipment at the COA. Dave commented a nutritionist would be beneficial for residents.

Board reviewed material Western Mass Forest group had dropped off at prior meeting. it was agreed Carol Waag should return to explain as there were many questions.

Health Agent, Jackie Duda, to send Health Code violation notices to abandoned/empty houses she recently inspected. She did not enter any of the houses but observed them from the outside.

Last item on the Agenda was postings on the Town web site and sign. Due to lack of time as an informational hearing on the wireless project was scheduled for 7pm, this matter will be on the next agenda. Tamarin Laurel-Payne did question why someone on the Board called the Red Cross regarding the Blood Mobile held at the Blossom Center. alan said he called and was doing some fact checking on procedures. Marin questioned why the Town Hall has issues with the Blood Drive at Azure Green.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:00pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Robert Costa, Clerk

David DiNicola

SELECTBOARD MINUTES  
JUNE 20, 2016

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Robert Costa, Clerk; David DiNicola

Warrants reviewed and signed; Payroll:\$13,704.49; Expenses: \$06,051.47.

Mail reviewed: check for the pilot wireless program was received from MBI.

6:10pm mowing bids to be opened, no bids were received.

6:15pm propane and diesel bids to be opened; one bid received for propane from George Propane in amount of \$1.335 per gallon. This bid is \$.12 less than last year. Alan motioned to accept, Bob 2<sup>nd</sup>; vote 3-0 to accept George Propane bid. Letter to be sent to George's acknowledging bid acceptance.

Diesel bid: one bid received from Mirabito, fixed price if \$2.1401. Alan motioned to accept the fixed price rather than the market price which can fluctuate greatly, Bob 2<sup>nd</sup>; vote 3-0. Letter to be sent to Mirabito acknowledging bid acceptance and reiterating cost includes all taxes.

Next item on agenda was the postings on the Town web site. Bob spoke first, he felt there was miscommunication regarding the Blood Drive denial based on fact some townspeople are banned from location and that was erroneous. He looked at other Town's web sites and they have various sites that can be gotten from the town's site. Some of the towns have a disclaimer stating these sites are independent from the town's site. He felt this could be done with Middlefield's web site.

Dave agreed with Bob and used the Dalton web site as an example, you just have to click on Community and there are lots of links including churches, colleges, etc. it gives visitors an idea of what's happening in the area.

Alan reiterated what Bob said, but there is also the Doctrine of Equal access so the Town has to be careful of what is posted. Town Counsel said there has to be a strong distinction between the public and private sites. Alan has no problem with a Community link.

Ray Gero then stood and said the American Flag is on the wrong side of the table and he wanted it moved immediately. After brief discussion, Bob moved the flag. No one on the board was aware of this as the flag had been in the same position for years.

As far as the sign goes, Alan said if it is a Town sponsored or supported event, it can go on the sign. Dave also stated it has to be town or government event.

Chris Bresnahan asked about church events and was told it could be part of the Community page. Ray Gero then questioned the grant that was obtained for the sign and that he saw the Democratic Caucus posted on the sign.

Marin felt the town was mean spirited toward her and her business and it was not fair.

Bob said it could not go on the main page of the Town web site and it was time to stop the BS. Marin said that being fair to her would be unfair to the other organizations that wanted to use the sign or web page.

There was further discussion and Adair stated that 90% of the appointed Town officials can't be impartial. Judy Hoag totally disagreed and said the issues are created by the people not the Town government.

In Open Forum, Maureen Sullivan questioned the by-laws and how the wireless tower would fit into the current By-Law regarding set back, Special Permit, etc she was given permission to speak with Town Counsel regarding her questions.

Laura Lafreniere requested permission to use the Town Hall for the Tanglewood runners. Tanglewood offers a concert for the Town in return for the hospitality shown to the runners.

Alan motioned to adjourn the Selectboard meeting and to open a board of Health meeting at 7:30pm; the Selectboard meeting will not be reconvened. Dave 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:22pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Robert Costa, Clerk

David DiNicola

BOARD OF HEALTH MINUTES  
JUNE 20, 2016

Meeting opened at 7:30pm

Present: Alan Vint, Chair; Robert Costa, Clerk; David DiNicola  
Duane Pease, Town Administrator; Jackie Duda, Health Agent; Peter Oligny

Meeting was regarding a well set back issue on Peter's property at 268 Skyline Trail. He is attempting to sell his house and the septic failed the Title 5 inspection. The current plan maintaining all the setback requirements places the leach field inside the 100' buffer zone for the well. The well is located in the bulkhead of the house and is approximately 70' from the leach field. Jackie explained the BOH can approve a waiver as long as the well is more than 50' away, closer than 50' and it has to be approved by the State. The only options available are to drill a new well that would be costly or installing a special septic system that would also be costly. Jackie reviewed the septic design plans with the board and recommended getting the local approval. There are no wet lands, gradient issues or problems with the current well.

Peter said he had Henshaw inspect the well as he had drilled it. He said the well was fine and to let any prospective buyer have the water tested as part of the home inspection.

Alan motioned to allow 268 Skyline Trail a Local Upgrade Approval for a 70' setback versus a 100' setback required between the leach field and the drinking water well. Bob 2<sup>nd</sup>; vote 2-0 with Dave abstaining as he does septic installations in town.

Jackie then advised the Board the Hudson's had test pits dug for their septic system and they are requesting the pit previously dug be allowed for their reserve system. Jackie explained that the requirements for new construction require two separate areas be tested. It does not mean that the system will go where the 2<sup>nd</sup> pit was dug. Dave explained this is not unusual and is required, the board agreed to allow this.

Jackie then discussed the house she had inspected for possible turnover to the Attorney General's office for rehabilitation. She said both 65 and 71

Skyline Trail can be cited and she will send a 30 day letter for repairs to be made, will follow-up and then refer to the Attorney General.

Joe Kearns noted the DEP is requesting a site plan for the Transfer Station and when the Tower is installed, he would like to contact a survey to draw up the plan.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and BOH meeting adjourned at 8:20pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Robert Costa, Clerk\

David DiNicola

SELECTBOARD MINUTES  
JUNE 27, 2016

Meeting opened at 5:30pm

Present: Alan Vint, Chair; Robert Costa, Clerk

Duane Pease, Town Administrator; Skip Savery, Highway Superintendent

Absent: David DiNicola

Board interviewed Christopher Isner for the open Highway position. Skip read questions that were posed to all prior applicants. Isner had no problems with pay rate, overtime. He is currently working for Asplundh Tree and is looking for work closer to home. He has his CDL and Hoister Licenses as well as his medical card.

Skip had previously checked his references and all would recommend him for the position. Board asked him to step outside while discussion of his application. After short discussion, Alan and Bob agreed he was the person to hire. Isner was brought back in and offered the position which he accepted. He will give his 2 week notice on July 1<sup>st</sup>.

Mowing of Town properties was discussed next, there were no bids for the mowing. Town to look into purchasing mowers and weed whacker and having the Highway summer help do the mowing. This will be possible as the storage container will be able to keep the mowers under cover and secure. Further discussion at next Board meeting.

Vocational Education transport agreement was received from Town of Chester covering Middlefield. Agreement costs will be based on actual number of students from each town. Alan and Bob signed.

Police and fire insurance next item, there was discussion on self-funding any wages over the \$500 limit the Town currently has. It was agreed to keep the limit at \$500 and further discuss to see how many active members there are on the Fire Dept.'s volunteer list.

DEP has sent letter for Chair to sign regarding the transfer station and the use of the area for the wireless tower. They are also requesting a site plan, the site plan can be a rough drawing at this time. Alan signed.

Community Compact agreement was discussed. Looking for two representative from each town and one should be a Selectman. Alan agreed to represent and Joe Kearns as Finance Chair agreed to be second representative. Town Administrator (TA) will be the alternate. Alan motioned to sign the agreement, Bob 2<sup>nd</sup>; vote 2-0 and Alan signed.

Board member David DiNicola arrived at 6:10pm.

Ann Marie Visconti advised the Board that Berkshire Planning would be willing to come to town to organize volunteers so everyone would know what to do during an emergency and that way confusion and duplication could be limited. This will be done at a future date.

Steve Harris, Communication Chair, brought contract to board for the wireless tower bid requests. After discussion Alan motioned to sign, Bob 2<sup>nd</sup>; vote 2-0 with Dave abstaining.

Dave also mentioned he called Scott Will regarding mowing the town properties and had not received a call back from him.

Alan brought to the Board a question of granting health insurance to Kathy O'Brien. Some thought she was already covered. Kathy works numerous jobs for the Town but does not always have enough hours to obtain insurance. The board was all in favor. TA will contact Kathy and go over health insurance options with her.

MBI and the wireless internet were discussed next. Dave suggested another informational meeting. This would include Fred Goldstein as well as Bill Ennen from MBI. There were questions regarding the funding from MBI, engineering vs construction, where money for a reserve fund would be coming, etc. Alan advised he had spoken with Sean Cronin and Boston wants to partner with the small towns and make high speed internet happen. This will part of the discussion at the informational meeting.

The Board then went to making appointments to board, committees, commissions and individual appointments. All were done on motions by Alan with the exception of any position to appoint him. See the attached list for all appointments.

Alan motioned to adjourn, Bob 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:42pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Alan Vint, Chair

Robert Costa, Clerk

David DiNicola