

SELECTBOARD MINUTES
JULY 5, 2017

Meeting opened at 6:02pm

Present: David DiNicola, Chair; Judith Hoag
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll \$11,199.28; Expenses: \$8,038.77 & \$756.

Minutes of June 21 and June 27 approved on motion by Dave, Judy 2nd; vote 2-0.

No mail of importance to review.

Board interviewed Olivia Killella for the advertised positions of Transfer Station attendant and Town Hall/Senior Center custodian. Olivia is a member of the Fire Dept. and has basic life support, is a first responder and knows CPR. Is able to work the described hours at the Transfer Station and could do the cleaning on an as needed basis for both buildings as she is currently working part-time. She was informed of the duties involved at the Transfer Station including safety, attending meetings of the HRMC, collecting fees, maintaining the cleanliness of the area, sorting recyclables, etc. Olivia was told what the custodian job entailed which was basic facility cleaning such as mopping floors, cleaning the bathrooms, etc. the Board thanked her for her interest and advised she would be informed of their decision.

Lois Bell was interviewed next; she had applied for the custodian position. Lois has been doing the cleaning on an interim basis since the previous person had resigned. Lois said she enjoyed doing the cleaning and found that both buildings could be maintained for about 6 hours a week. The winter weather would probably involve a little more time as there would be clean up of the snow and sand brought in by building users. The TA said he was very satisfied with the work she had done to date and had heard nice comments from some of the Town employees regarding her attention to cleaning. The Board thanked Lois for her interest and advised she would be informed of their decision.

Cultural Council appointments were discussed next as there were no appointments made to date. Eleanor Doyle had submitted a list of names to be considered. She had suggested herself, Andrea Tosi, Chris Bresnahan, Judy Artioli and Suzanne Lemieux. On a motion by Judy and Dave 2nd all were appointed on a 2-0 vote.

The Hilltown Corroborative and the new Economic Development hire were discussed next. There was some discussion and the Board will meet with the new person at a later date.

Tax Title Attorney, Ron Berenson, sent in a draft of the proposed bid for selling the Benyei property on Ryan Road that the Town foreclosed on for back taxes. The Nature Conservancy has shown an interest in purchasing as they own some adjacent property.

Ron had suggested the Board appoint the TA as the Tax Title custodian for this possible sale. Judy motioned to appoint the TA, Dave 2nd; vote 2-0. It was also learned that one of the abutters may also be interested in the property. TA will follow with Berenson regarding wording of bid specs.

Slocum Lot is also owned by the Town and a person has shown interest in purchasing. There was discussion on this property and benefits of Town logging, auctioning off or any other possibilities

Wally Smith asked what happened to Kathy O'Brien (former Transfer Station Attendant and custodian). He was told she had resigned and Judy said she had called Kathy and left messages but had no response from her.

Prior to adjournment, board discussed both applicants that were interviewed tonight. It was agreed to offer the Transfer Station position to Olivia. After brief discussion her hourly rate to start would be \$13/hour with a 90 day probation period. This was on a motion by Dave, Judy 2nd; vote 2-0. It was also agreed to offer the position of custodian to Lois at an hourly rate of \$15/hour, this too was motioned by Dave, Judy 2nd; vote 2-0. TA will advise both.

Dave motioned to adjourn July 2nd; vote 2-0 and meeting adjourned at 7:52pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

SELECTBOARD MEETING MINUTES
JULY 10, 2017

Meeting opened at 6:03pm.

Present: David DiNicola, Chair; Judith Hoag
Duane Pease, Town Administrator; Jin Drawe (WiredWest); David Dvore (WiredWest);
Joe Kearns; Howard Knickerbocker; Jay Swift; Maureen Sullivan and Ann Marie
Visconti'

Board signed warrants for the Special Election to fill the vacant Selectboard position as well as the open position on the School Committee.

Meeting was moved to the auditorium as Drawe and Dvore were to make a presentation on the benefits of having WiredWest be in charge of a high speed fiber internet service for the Town. A history of WiredWest from its inception to its current status was given. Dvore gave a PowerPoint presentation to the group showing the benefits of a regional approach, what it would cost the Towns, how it would be set up, the Town would own the network but WiredWest would manage, bill and maintain. The Town would be responsible for building out the network, cover the debt service and fund a depreciation reserve. The buildout would be done by Westfield Gas & Electric or their subcontractors. The Town would use the money earmarked by MBI for a partial payment of the buildout but would have to borrow the remaining fund to complete this, in Middlefield's case it would be in the area of one million dollars. WiredWest would do all of the permitting, pole authorizations, fees, etc, involved is the startup and the normal yearly operations. If the Town were to go it alone they would be responsible for the pole fees, electric, management, billing, maintenance, etc.

The cost would be borne by the users; the economy package would cost \$59/month, provide 25mbps and used by those just wanting basic service for email, browsing, etc. The standard package would cost \$75/month, provide 1GB and could be used for more complex uses. Phone could be added to either package for \$19/month. The \$59 monthly fee would meet WiredWest's costs for delivering the service. The Town could add a surcharge if they wished and that money would be reimbursed directly to the town.

The fiber network should have a life expectancy of 50+years while the electronics would last between 7-10 years and would be replaced using the depreciation fund. Installation would be free for the first 500' from the street to the home and any distance over that, the cost would be the responsibility of the homeowner, if the service were buried that would also be the responsibility of the homeowner.

WiredWest would require the Town to sign the Memorandum of Understanding by November 1st, if not signed the Town would be out of WiredWest.

There was continued discussion regarding all aspects of building a fiber network including the costs of borrowing such a large sum on money, types of borrowing that may be available, if any additional funding would be forthcoming from the state, if any of the private cable companies would be interested in extending their lines into Middlefield. Verizon was also discussed as they currently provide DSL service to many homes in town, however, they are not interested in providing this service and new requests are being denied.

There was also discussion on maintenance of the lines, would a wireless-hybrid system work better in town, it was brought up that Vermont is using a great deal of wireless service for there residents.

Drawe said it would take about 18 months from start to finish getting high speed fiber internet service to the residents. This is a 50 year network and the Town only has one chance and would be using the MBI money designated to the Town.

It was agreed that another meeting should be held and advertised so more residents can voice their opinions.

Dave motioned to adjourn, July 2nd; vote 2-0 and meeting adjourned at 8:15pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

SELECTOBARD MINUTES
JULY 17, 2017

Meeting opened at 6:07pm

Present: David DiNicola, Chari; Judith Hoag
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$16,753.66; Expenses: FY'17 \$31,571.77;
FY'18 \$91,638.06

Mail reviewed; nothing of importance.

Board met with the recently hired Economic Director for the Hilltown Corroborative, Jeanne LeClair and Andy Myers, Chair of the Corroborative. Jeanne has on the job only a few weeks and she has been going to all of the six towns, introducing herself and listening to the different needs of the towns. She is aware of the different needs of each town and the assets of the area. There was discussion with the board including costs of vocational education, not all towns share the same needs, sharing of services such as accountant, treasurer and tax collector as Middlefield does already, Gateway budget not decreasing in proportion to the decline in students. Jeanne said cities offer more and better paying jobs but a portion of the millenniums do not want the "city life" and are attracted to the outdoor life available in this area. This area is beautiful and that can be used as an asset to attract people. One of the main areas of need is for high speed internet, of the 6 towns only Chester and Huntington have this. Jeanne has been in contact with PVPC, the CDC and Jacob's Ladder Business Assoc. She has set up a website: gatewayhilltowns.org to keep people abreast of what is happening. Dave said the "mom & pop" operations are not going to help the towns but things such as an east-west rail stop could be attractive.

Transfer Station was discussed next. Dave and Skip have been helping out and there is a need for a 2nd person to help. This would make sure items put in the metal or demo bins would be paid for and would help Olivia keep things in order. The Senior Work Off Program could benefit from this; Judy said she would see if there were any interest Senior at the Wednesday Lunch. There was continued discussion and new signs will be posted advising residents of charges, what can be dropped off etc. TA will have article in the Country Journal advising stickers are available and to check with attendant for cost of disposing of metal, electronics, etc.

Judy next discussed the proposed by-law submitted by the Communication Committee to the Selectboard for review and then to pass on to the Planning Board. This by-law would allow the MLP to be exempt from the Planning and zoning by-laws. There was discussion and neither Dave nor Judy were in favor of this. Judy motioned to not pass on to the Planning Board, Dave 2nd; vote 2-0.

Last item was continued discussion on the high speed internet. Dave said not all members of the Communication Committee attended the last meeting with WiredWest and they would have had an opportunity to ask questions and reinforce how a wireless system would be better. Dave has asked Bev and Jane to research financing option for the town if the townspeople decide to vote to borrow money for a fiber system. He also said there are many other pressing matters that will require the town dollars. There was continued discussion regarding pros and cons of networks, tax increases to residents and what happens if not high speed internet is provided.

Howard Knickerbocker said the Finance Committee should be involved and should have 5 year and 10 year Capital Plans. He also added he has provided a spreadsheet that show if 130 (60%) customers take the fiber it would provide a profit to the Town.

Dave motioned to adjourn, July 2nd; vote 2-0 and meeting adjourned at 8:05pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

SELECTBOARD MINUTES
JULY 31, 2017

Meeting opened at 6:01pm

Present: David DiNicola, Chair; Judith Hoag
Duane Pease, town Administrator

Warrants reviewed and signed; Payroll: \$7,439.10; Expenses: \$12,035.57 and \$164.25

Board signed entertainment license for Middlefield Fair, fee waived.

Board next met with Highway Superintendent, Skip Savery. Home Rule petition allowing for a 3 year appointment has been signed by the Governor. Dave motioned to appoint Skip for 3 years effective 7/1/17, appointment to run through 6/20/20, Judy 2nd; vote 2-0. Skip advised board he will be replacing culvert on Reservoir Road, replacing brake pedal on the grader and he has given additional fill to Venditti's. His summer help will be working for another 3 weeks before they have to return to College, he will have them do additional roadside trimming. He also checked with Becket on the operation of their transfer station, they have one full-time and 2 part-time employees at the transfer station, the part-timers rotate so there are always 2 workers present.

Treasurer had questions regarding the raises for the highway employees. Skip and Matt were to get \$1/hour raises and a 2% raise for Chris. To clarify, Judy motioned for the \$1/hour for Skip and Matt and 2% for Chris, Dave 2nd; vote 2-0.

Eleanor Doyle asked the Board to appoint 3 new members to the Historical Commission as they will replace 2 members who have passed away and Howard Knickerbocker who resigned. Appointed for 3 years were: Eleanor Doyle and Priscilla Suriner and Tamarin Laurel-Payne were appointed for 2 years on a motion by Dave, Judy 2nd; vote 2-0.

Minutes of 7/5; 7/10 and 7/17 were approved on a motion by Dave, Judy 2nd; vote 2-0.

Personnel Policy will be reviewed at a later date.

Judy said that she had been in contact with Charlie Karp as he is interested in the Slocum property that the Town owns. Dave said he had contacted the State Forester, Sean, and Mass Fish and Wildlife may be interested as they own adjoining property. He has sent the info on to them, if fish and wildlife is interested, they will pay face value for the property.

Dave motioned to raise the hourly rate for the Town Administrator to \$16/hour, there was brief discussion and Judy 2nd; vote 2-0.

Judy motioned the Town waive the fee for the installation of a new door on the church, Dave agreed and 2nd; vote 2-0.

Judy next questioned why Assessor Tamarin laurel-Paine and Patricia Baker were at the Town hall with no one else present. There was discussion regarding this and Dave said she can come in if she wants, Judy's concern was the pending legal action filed by the Baker's and what, if any, information was shared.

Dave said he will be meeting with Bill Enin of MBI on Wednesday.

Dave motioned to adjourn, July 2nd and meeting adjourned at 7:22pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

SELECTBOARD MINUTES
AUGUST 21, 2017

Meeting opened at 6:01pm

Present: David DiNicola; Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator (TA)

Board congratulated Al Sirard on his recent election to the Selectboard. He was also given a copy of the Selectman's Handbook distributed by Mass Municipal Assoc.

Minutes were approved on motion by Judy, Dave 2nd; vote 2-0.

FEMA Mitigation Plan Grant was signed by Dave.

Contract with Northampton Veteran's Service was also signed by Dave.

Transfer Station was discussed next. Recycled cans and bottles are processed by the Middlefield Benevolent Association and attendant, Olivia, was not aware of this. She will inform Assoc. member next time the receptacle is near capacity. She is willing to put out barrels and make signs for this. Olivia will be moving out of town but will still handle the attendant duties at this time. The Board will meet with her to discuss possible hour changes and her need for a part time assistant.

Dave met with Bill Ennen of MBI and Bill would like to meet with the Board to discuss options for high speed internet. He will also have Ed Donnelly attend the meeting. Enin is then willing to come back and have an open meeting with the residents. Enin would like the meeting with the Board to start no earlier than 11am and be finished by 7pm. Dates agreed to by Board were to be either September 5th, 6th or 7th with a start time of 4pm or earlier. Dave will contact Enin and advise of date and time.

Under New Business Judy said that had spoken with Jon Gould and was told Verizon had been trying to contact the Town regarding phone service issues to no avail. TA has had no calls, voice mails or emails from Verizon regarding this.

There was discussion regarding the Town owned property on Ryan Road. TA would like to auction this property off, it is a 20 acre parcel that the Nature Conservancy is interested in. This would have to go to public auction and the Board would have the right to refuse any and all bids. TA requested the \$10,000 required to be submitted with the bid be reduced to \$5,000. Dave moved to reduce, Judy 2nd, vote 3-0. There was continued discussion and this will be put on hold for the time being as this property is on a Town Road that is not maintained and a buyer could request road be upgraded so a building could be erected. Also, briefly discussed was property on Chipman Road.

Dave questioned Police Chief Tom Austin on the repairs to the 4 wheeler, Tom said it was brought to the repair shop and the work done was needed. The 4 wheeler is stored in Bob Hoynoski's garage. Also, the older police cruiser is no longer safe to drive and will be taken off the road. Plate return will be brought in so insurance coverage may be cancelled.

In Public Input, former Transfer Station Attendant and Town Hall Custodian, Kathy O'Brien, said she had requested copies of all complaints filed against Highway Superintendent Skip Savery and did not get them. She stated she had filed 2 complaints against him. When questioned, she left the meeting without responding.

Terry Crean advised the Board he is the new member and the ZBA is alive and well. He questioned if the ZBA could have the authority to contact Town Counsel (TC) as in the past. ZBA chair just had to contact the Selectboard chair to obtain 2 hours of TC usage. There was discussion as this had been abused in the past, it was suggested that ZBA use the State resources and legal advice prior to requesting TC. Former Selectman, Howard Knickerbocker, said prior Boards had left initial request up to the Chair for 1-2 hours of legal advice if it was not possible to wait until the next Selectboard meeting. Sherri Venditti said this would fall under the cap agreed to with KP law and why not use to avoid future issues similar to the Preserve,

Judy questioned what Kathy was talking about before she left without explaining herself. No one seemed to know.

Next meeting to be on Tuesday, August 29, 2017.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 7:17pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Selectboard Minutes
August 28, 2017

Meeting opened at 6:00pm

Present: David DiNicola; Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator (TA)

Minutes approved on motion by Judy, Dave 2nd; vote 3-0.

Mail reviewed: MIIA will be conducting Work Comp audit with Treasurer; MMA Legislative Breakfast in September; DOT sent letter advising of weight limit signs to be posted on two bridges.

Board discussed Kathy O'Brien's April 24th letter regarding 2 incidents that occurred while she was working at the Transfer Station. Kathy alleged an unsafe work environment. These incidents involved Skip Savery and Suzanne Lemieux, Judy said she spoke with both and advised their actions were and both agreed this would not happen again. Judy also tried to reach out to Kathy but to no avail. As a result of this the Draft Personnel Policy (section g, page 8) was amended to cover these situations. Kathy submitted doctor's notes excusing her from work through the end of May but the doctor's notes did not indicate what her injury was or how it was caused. Kathy did not return to work but submitted her resignation. Kathy should have come to the Board immediately and reported these incidents. There was further discussion on this and Al said there were no repercussions to either for their actions and he felt there should have been a suspension or recommendation of an anger management course as it appears Kathy was afraid to return to work. An independent investigation should have occurred and record of consequences put in their personnel files.

Dave motioned to send the Personnel Policy to Town Counsel for vetting, Judy 2nd; vote 3-0 and TA to send to Town Counsel.

TA suggested that the door locks to the Selectboard and Assessors office be rekeyed and new keys issued as there is a record of keys given to individuals but the accuracy is questionable as the list is quite old. A number of Committee/Board chairs as well as the individuals that work in both offices would need keys as the only copier is in the S/B office. Total number of keys needed would be less than 25. There was also discussion on installing some type of security cameras in the offices.

Transfer Station was discussed next. A job description needs to be developed for the attendant position, TA will follow on that. Also, the posted hours will remain the same and new signage will be installed.

Senator Hind's assistant, Jon Gould, will follow with TA on lack of follow up from Verizon on the phone issues at the Town Hall as well as some resident's concerns.

Dave then discussed the high speed internet issue and advised the Bill Ennen and Ed Donnelly will meet with the board at 3pm on Wednesday, September 6th. Dave commended the Communication Committee for all the hard work they had done in preparation for the wireless network. But when the tower bids come in way over what was budgeted, the change to a guyed tower brought up issues with the Zoning By-Laws. The Building Commissioner and Town Counsel felt the Town had authority to erect a guyed tower; there most likely would have been legal challenges. Dave said he has tried to stay neutral on the issue but is looking out for the best interests of the Town. There was continued discussion on possibilities for internet service, WiredWest has been actively pursuing unserved towns to join with them and using Westfield Gas & Electric as the fiber installer. WiredWest would act as the manager of the town's internet system once it was up and running. WiredWest would have no connection with MBI or the MBI funding. Options were discussed for both wireless and fiber. More will be learned when the Board meets with Ennen and Donnelly.

In Public Input, Wally Smith suggested offering Kathy O'Brien her job back at the Transfer Station.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 8:22pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Selectboard Minutes
September 6, 2017

Meeting opened at 3:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator

Bill Ennen and Ed Donnelly representing MBI were also present.

Dave welcomed Bill and Ed and gave a brief recap of Middlefield's quest for high speed internet to date. The Communication Committee (CC) had recommended a wireless system that would not cost the tax payers any of their dollars as the cost would be under the MBI grant allotment. When the bids for the tower came in way over the estimated cost the CC looked to use a guyed tower. This proposal raised some zoning issues as the by-laws prohibit guyed towers. If the town were to pursue this as a By-Right legal issues could be raised and additional costs incurred by the Town. The Town needs a clear path to obtaining high speed internet.

Bill Ennin said he is the grant manager and liaison to the 44 towns that do not have high speed internet. Currently, there are 8 towns that do not have a path forward, including Middlefield. A RFI (Request for Information) will be issued some time this fall to hopefully aid these towns. This will require less than the 96% coverage initially specified by MBI.

Ed said that MBI is partnering with towns and the last RFP was directed at established providers and the RFI will be less rigid, broader and look for "out of the box" solutions. This will enable towns to see what they can do with the available dollars and get the best fit for the towns.

Crocker Communications has partnered with Fijuitsu Corp. to design, build own and operate systems. Crocker is a local company and is the main Middle Mile provider for MBI. They have presented plans that would cost \$45/month for 12/3 service, \$70/month for 25/3 service and an additional \$20/month for voice service. These charges are for every house that Crocker goes by whether they took the service or not. These are guaranteed costs for the life of the 15 year contract. Other issues for the towns would be legal compliance, obtaining a home rule petition and funding if a Prop 21/2 override is necessary.

Dave said if the MBI grant can only do 30% of the town, it would not be passed by the voters. Bill said the procurement costs would go down as the percentage number went down. The Crocker design costs would come out of the MBI allotment.

Al questioned who would help the Selectboard with a 15 year contract? Ed said to look at items that jumped out and have the contract checked by Town Counsel. Bill noted that he has contracts that can help "dig out" issues for the board to review. Ed said there

would be 2 phases: Construction and Operation and MBI would be looking to minimize the risk at each step.

Judy asked if the 8 remaining towns did join for this privately owned system, what the town's obligation is if it decides to withdraw. Answer was zero. Ed said the RFI that will be put out will find out who is serious in providing a service and hopefully some of the smaller, more innovative companies will respond.

Marin Laurel-Paine said that Verizon has fiber coming into town on Becket Road but bill advised Verizon has no interest in providing fiber service to anyone in this area.

Howard Knickerbocker asked Ed what his position on wireless was, Ed said he had no position and you have to choose the best path for the town. Howard also questioned the wireless/hybrid system in Royalston and was told that only 8 buildings have fiber and the rest of the town has wireless coverage.

There was continued discussion on systems, neighboring towns providing coverage to adjacent towns where possible. Sherri Venditti questioned the speed of wireless and Bill advised that Warwick's speed exceeds the 25/3 mandated and serves all but on residence in town,

Bill also said that he hopes utilities like Westfield Gas & Electric and Holyoke Gas & Electric would be interested in responding to the RFI.

Board thanked Bill and Ed for attending the meeting.

Meeting continued for a short time and discussion was covered debt authorization, Zoning By-Law exemption, tower options, ect.

Judy felt the Board should offer 3 options to the voters: fiber, wireless and hybrid systems.

Judy motioned to adjourn, Dave 2nd; vote 3-0 and meeting adjourned at 4:55pm

Minutes respectively submitted by:

Duane Pease, Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

8 September 2017

Comments on the September 6th MBI Meeting:

MBI has now declared that 96% customer coverage is no longer a pre-requisite for a town broadband system. They will invite small providers to propose solutions but they stated that Middlefield will not have ownership / control and will probably have to provide a long term revenue guarantee to the monopoly service provider.

As evidenced in the mentioned Crocker proposal, it appears that MBI would also accept less than the 25/3 Mbps minimum speed requirement previously in effect.

Comcast expressed an interest in serving Middlefield. MBI stated the cost was too high (?) but given the new coverage guidelines this provider should be re-visited. Middlefield could also contribute beyond the available State funds if warranted.

I have previously provided evidence that a stand-alone town owned and operated system is not financially sustainable. The technology choice does not change the outcome. MBI concurred with this view in comments at the Wednesday meeting.

My perspective is that the most favorable solution would be to be included in a Comcast or Charter network where they would finance the buildout in exchange for exclusivity. The smaller operators will want Middlefield and the State to provide the million and a half construction dollars in some form and they will still demand exclusivity.

That would seem to leave us two choices lacking any large commercial interest:

1. The town would borrow a million dollars to finance a WG&E constructed 100% fiber system. Each household would pay on average 3 or 4 hundred dollars in additional taxes each year for 15 to 20 years (total average cost = \$5k). The town would belong to the WiredWest (WW) MLP consortium to take advantage of the reduced costs and the no operational oversight required from the town.
2. The town would borrow a lesser amount of money – perhaps \$200k for 5 years. The town would have WG&E build as much fiber as practical and the remaining homes would be serviced via wireless. WW and WG&E would run the fiber system leaving the wireless technical operations for the town. Perhaps 60-70% of the town would have fiber connectivity with the option to expand fiber operations at a future date.

WW recently published these guidelines for hybrid system membership:

“Towns with Hybrid Fiber - Wireless networks may be participating members of WiredWest provided that:

- *They provide the required number of strands of fiber from their equipment hut to any neighboring member towns.*

- *WiredWest will serve only FTTP customers and will not serve premises with wireless connections. WiredWest will not maintain wireless equipment.*
- *Wireless access points used to serve premises that are connected to a fiber backhaul will be considered commercial customers of WiredWest with pricing and terms to be negotiated.*
- *For purposes of meeting the 50% minimum take rate to receive shared profits, the take rate shall be calculated as the number of FTTP WiredWest subscribers divided by the total number of premises passed by fiber.”*

A pure wireless system would not seem to qualify for WW membership.

WW has stated that they would prefer each member town to be a link in a circular chain of member towns to optimize reliability and connection bandwidth charges. It appears Middlefield is an island with the only possible WW connection through Becket. Chester is served by Comcast and Peru by Charter. Worthington has not decided but WW is not included in their program summary issued in May.

[Worthington Link](#)

WW states they will treat a wireless interface as a commercial account. I would suggest there are other agreements and arrangements that would better serve both WW and the town.

Attached below is a January 2016 preliminary straw man hybrid design for discussion only. The design provided for a second outlet to Worthington (via River Road) which might not now be needed. Obviously the design effort would be a multi-dimensional exercise with political considerations. Your RF Consultant has been previously paid for his hybrid designs and a critique of this one. I would be happy to contribute in any way.

Howard

Appendix:

-----Original Message-----

From: Howard Knickerbocker <howardk758@aol.com>

To: selectboard <selectboard@middlefieldma.net>

Sent: Tue, Jan 19, 2016 8:50 pm

Subject: Hybrid System Map

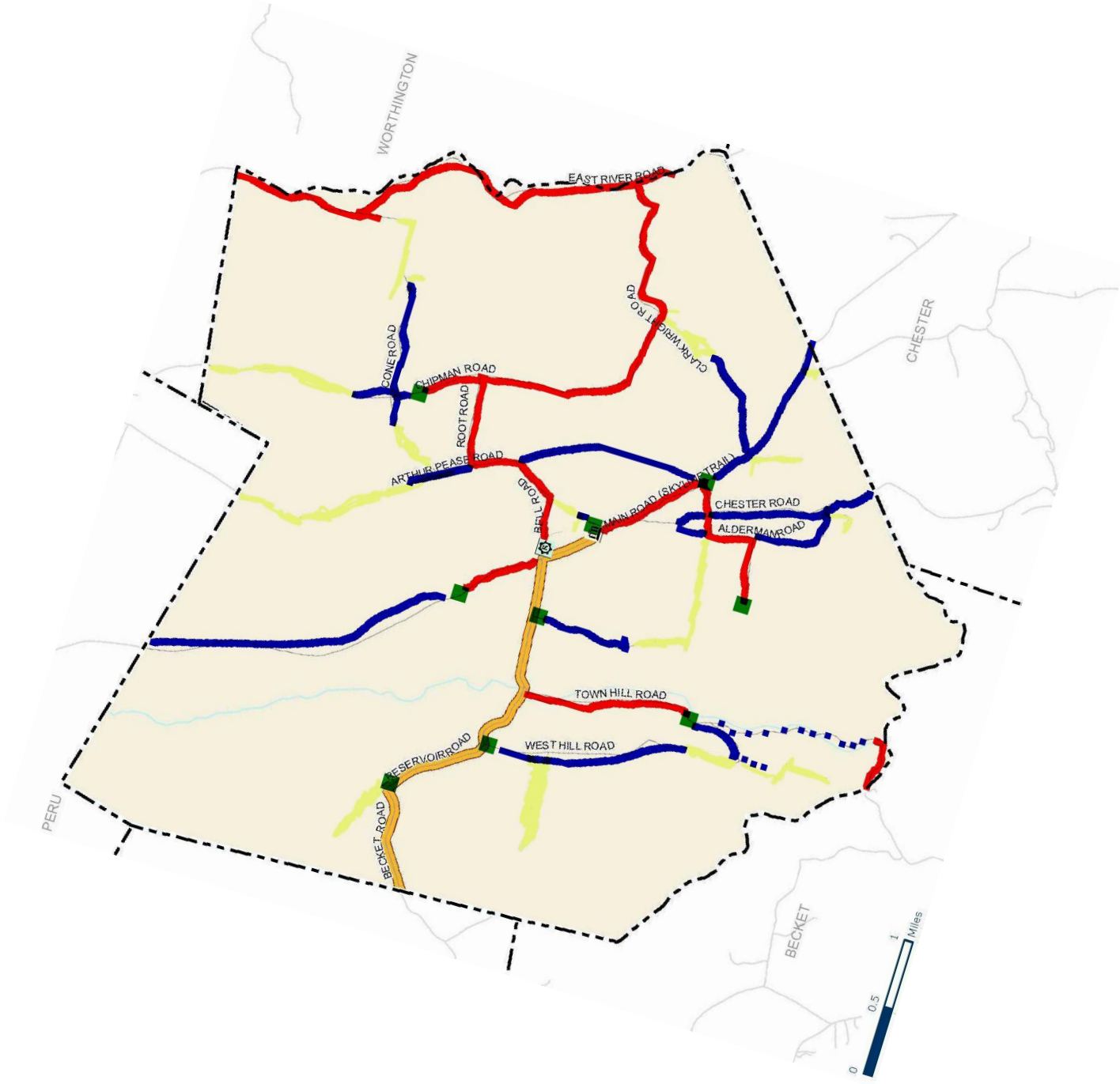
Red = Fiber

Blue = Wireless

Green = Towers

Orange = Existing MBI Fiber

The towers at West Hill Rd and on Skyline North are probably not needed.
Seven towers in design.



SELECTBOARD MINUTES
SEPTEMBER 11, 2017

Meeting opened at 6:03pm

Present: David DiNicola; Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$7,245.03; Expenses: \$19,154.29

Minutes of 8/28/17 approved with corrections on motion by Judy, Al 2nd; vote 3-0

Minutes of 9/6/17 approved on a motion by Judy; Al 2nd; vote 3-0.

Mail reviewed: only significant mail was \$25 fine from unemployment for failure to file timely report. Jane has said she will take care of this.

Dave Fuller requested the board appoint him to the Conservation Commission (CC). He has met with the CC and they would like him appointed. Dave motioned to appoint, Judy 2nd; vote 3-0 and Dave appointed to CC.

Mary Courtney, ZBA Chair, asked why access to Town Counsel (TC) had to go through the Selectboard as the ZBA has a budget and could use it for these services. Judy, as a former ZBA member, said that budget is for mailings, notices, etc. and would be depleted if it were used for TC. Dave said that the board in the past had authorized up to 2 hours of TC for board to use TC but would like a heads up as to what may be occurring. Mary said TC would only be used when necessary especially if there were time issues and the Selectboard meeting approval would be an issue. Board okayed use of TC.

Transfer Station fencing was discussed next; Dave said the entrance gate fencing is coming apart and should be replaced. The ideal repair would be for a sliding gate rather than the swing out gate that is presently there. Howard Knickerbocker said the town should look into a motorized gate. Judy said she is working with Olivia regarding the can and bottle returns that the Middlefield Benevolent Association handles. This is not part of the Transfer Station Attendant duties but Olivia will notify her when the bin is full. To date approximately 138 stickers have been sold. There was continued discussion on the Transfer Station including the possibility of having a "bag" fee put in place, more stringent enforcement of stickers and ways to make the station easier to monitor for the attendant. The attendant should be able and willing to aid the elderly unload their trash and encourage recycling. It is sometimes expectations vs. reality as the station can be extremely busy at times. There was also discussion regarding a cardboard compactor but the cost of that is unknown. Al felt there should be better signage for the disposal fees. HRMC does supply some signs and Kathleen Casey will be requested to come out at a later date.

Dave said he thought the 9/6 meeting with the MBI representative went very well. Dave is also going to have Dave Young of Warwick meet with the board as he is the "wireless

guru” that runs Warwick’s wireless high speed internet system. Dave will be checking dates with him. If Middlefield did construct a wireless system using the available MBI dollars there is the question of what the operating costs would be and if it would be affordable.

Judy said the board should revisit the Assessor issue and the hiring of Karen Tonelli to see if she has completed the specific work she was hired for.

Al felt the Board should have an Executive Session in the future to discuss the “Kathy” issue.

Joe Kearns advised the Board he attended the Executive Session held by the Huntington Selectboard with Attorney Jim Lempke regarding the Worthington withdrawal. The attorney will be attending the 9/19 hearing before the Appeals Court. He said the court could remand the case back, uphold the decision or order a new trial. Lempke does not expect a decision on this for several months.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 7:50pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
SEPTEMBER 25, 2017

Meeting opened at 6:03pm by Judith Hoag

Present: Judith Hoag; Albert Sirard; David DiNicola running late;
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed by Judy and Al; Payroll: \$18, 484.96;
Expenses: \$16,152.85.

Minutes approved with corrections on motion by Judy, Al 2nd; vote 2-0.

Judy advised the Planning Board would like to address the Board later in the meeting.

David DiNicola arrived at 6:20pm.

Jay Swift, Town Center Committee Chair addressed the Board on the decisions made by the committee. Jay gave a brief history of the committee. (See Attached).

Recommendation was made to tear down both the former General Store and adjacent house. (See attached). Brief recap was the cost of rehabilitation was unreasonable, schedule a Town Meeting to review costs and recommendations, hold a Remembrance Ceremony prior to demo and have a collaborative effort for the future use of the space.

Initially after the demo the area could be returned to its original open space and a park could be erected with a pergola erected using timbers salvaged from the store.

Jay said the Historical Commission had some concerns regarding the future of the buildings and came to 4 or 5 meetings over the years.

There was continued discussion between Jay and the Board regarding costs for demo and all of the work the committee had done over the years.

Jay concluded by saying the Town Center Committee would be willing to present their findings at a Town Meeting.

Fire Chief Ron Radwich advised he received the appraisal on the 1953 Dodge Power Wagon; it was appraised at \$23,000. He will contact the RMV to see if he can obtain Antique Plates as the vehicle is only used in parades, etc. and is not used to respond to fires. Also, 2 of the surplus trailers are gone and he is working with the State to see if other surplus equipment can be released and then he will be able to dispose of that. All of the old license plates have been turned into the RMV.

Planning Board (PB) Chair Doreen Black advised the Board the PB will be holding an Open Public Hearing on 10/30/17 regarding the Marijuana By-Law moratorium. After the public meeting the PB will review comments and send recommended By-Law to the Selectboard. She said the By-Law needs to be sent to the Attorney General by 1/1/18 as it usually takes 90 days for approval and on April 1, 2018 licenses will be available. The moratorium requires a Town vote so a Special Town Meeting (STM) will have to be scheduled. The By-Law proposed was developed and used much of a Pioneer Valley Planning Commission template. Time line is the PB has 21 days to report to the SB and then the SB has to schedule a STM.

Tamarin Laurel-Paine said the Assessors continue to use Karen and will be setting the tax rate. She also stated that a meeting of all the financial personnel should be considered; this was done in the past but not done recently.

Dave aid he has been in contact with Dave young of Warwick regarding their wireless internet system but has not been able to confirm a date to meet with him.

Under New Business Judy said the Transfer Station received a \$3,500 grant and that there will be a DEP inspection at 11am on October 2nd. Also, the Transfer Station attendant said it was now dark before the 8pm Wednesday closing time and it made it difficult to work; winter hours to start next week so it is not a problem at this time.

There was discussion regarding the Hilltown Collaborative, the dynamics of the financial aspect would change drastically for a town like Middlefield as the personal contact between the residents and the accountant, tax collector, and treasurer would be lost. That would be something to consider going forward.

Joe Kearns reported that Attorney Lempke attended the hearing last week regarding the appeal of the Court's decision on the Worthington withdrawal. Lempke does not expect a quick decision.

Dave said that despite giving her notice to quit, Olivia is willing to work another week at the Transfer Station. The back-ups, Henry and Scott will try to be available when necessary. TA has put help wanted ad in Country Journal for the Transfer Station Attendant position.

Dave also showed the Board a Certificate of Appreciation he received from the Town of Dalton for his volunteering on various boards. He feels Middlefield should a similar policy for the numerous people that volunteer there time.

Ta will be on vacation from 9/26 through 10/16. He will check emails and voice mail and direct any issues to appropriate people.

Dave motioned to adjourn, Al 2nd; vote 3-0 and meeting adjourned at 8:03pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Town Center Committee Recommendations

The Town Center committee recommends to the Select Board the follow actions in regard to the two derelict properties in the center of Middlefield:

1. Schedule a town meeting to review work completed by the Town Center committee.
2. Explain to the Town the unreasonable cost to rehabilitate either of the two buildings
3. Review cost of remediation and demolition of both buildings
4. Schedule a remembrance ceremony to celebrate the fond memories people have of the General Store
5. Proceed with demolition of the buildings if the BOS/Town so chooses, funds suggested to come out of the town budget. The committee was unable to find any grants for such work.
6. The future development of the site should be addressed as a collaborative effort by the Town.

Proposed Temporary Vision of Town Center Property

Initial Goal: *Create a Town Center Park*, which would include:

1. Returning both lots to their original dimensions on both Bell Road and Skyline Trail to their required road width, removing existing asphalt.
2. Bring in needed fill to re-grade, then seed the entire two-lot area with grass.
3. Establish a Town Center Park Project, for further site development as desired by the community through volunteerism and fundraising.

Continuing Goals, which would include:

1. Encourage the donation of plants, trees, fencing, etc. by community members and those able to bring their expertise to the beautification of a Town Center Park.
2. Construction of a pergola/pavilion, possibly incorporating reusable beams, or other materials from the buildings as a remembrance of the past and union to the future.
3. Addition of picnic tables and/or seating to enjoy one of the most scenic vistas in our community

The proposed vision for developing a Town Center Park could have several advantages to our community, including:

1. Townspeople would have to opportunity to “live with” the newly created open space left after removal of the existing buildings.
2. The town would incur only a modest investment to create a pleasant center, while contemplating other possibilities, whether further Town Center Park development or other options the town may choose to consider.
3. A Town Center Park may well meet viable grant funding criteria, as the town currently has no such public areas developed.

Town center committee

Report to select board of work completed with recommendations

The town center committee was formed January 2014 at the request of the board of selectmen for the purpose of finding resolution to the two abandoned properties in the center of Middlefield.

The committee has been served at various points by Victor Artioli, Judy Artioli, Dave DiNicola, Mitch Feldmesser, Dale Hoag, Judy Hoag, Howard Knickerbocker, Maureen Sullivan, Jay Swift, Alan Vint, Carol Waag.

The committee first needed to determine the buildings potential for restoration, salvage or demolition, as well as find out what remained to be done to remove the site from brown field designation and liability to the town of the existing DEP lien. With the help of town counsel, the DEP, PVPC, License site Professional, Engineering firms, architects the committee tackled the steps needed to understand and make a recommendation to the select board.

History of steps taken to gain understanding:

Site was declared a brown field

DEP removed tons of contaminated soil as partial clean up

A Super lean was placed against the site in the amount of \$250,000.00 by the state DEP

Town would be Liable if it took possession

Town would avoid all potential liability from properties' contamination if it made good faith effort to complete clean up and prove the property had no value

Evaluation of remaining contamination would require a license site professional, estimated cost was \$50,000.00 including the monitoring and documentation

Securing \$50,000.00 came through PVPC, new testing wells were dug and monitored for years

Architects, Hill Engineering, Town building inspector were enlisted in proving to DEP the two buildings had zero value

Cost to remediate toxic contamination of the buildings prior to demolition was obtained

Grants were researched for help financially at various points in this process including rehab and or demolition

The lean on the property was forgiven with no cost to the town

The site has been declared clean enough

The town has taken possession of the two properties

The Town Center Committee would like to thank all who volunteered in this effort as well as the good faith effort and generosity of the following

Andrew Loew brown field specialist PVPC, Elizabeth Rairigh historical district specialist PVPC

Larry Smith PVPC, Tom Boils licensed site professional,

Caprice Shaw DEP, Kevin Shaw DEP, Luke Rogers council for DEP, Kevin Durst DEP,

Mark Collins Boston Chief DEP

Hill Engineering, TRC well monitoring, One Spectrum services

Attorney Berenson



Town of Middlefield Board of Selectman

P.O. Box 238, Middlefield, MA 01243

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selectboard@middlefieldma.net

SELECTBOARD MEETING

October 10, 2017

Board Members present: Chair David DiNicola, Judith Hoag and Al Sirard

Disposal Attendant Applicant: Wayne Suriner applied for the Attendant's position. Wayne is only able to work on Sundays at this time. Some of the Attendant's duties were described, with a job description soon to follow. Wayne currently does the recycling at his job. When David finds the applications, he will get one to Wayne.

Highway truck F550: The truck was paid for from free cash. A loan is now being taken out for the truck due to expenses. Discussion followed. David will find out about the \$23,000.

Warrant: Warrants are being reviewed and signed. Discussion ensued on the procedure followed to do the warrant. It was suggested that Jane do her best to promptly mail out the checks. If something seems odd about a check, the Board should sign their name next to the warrant along with a question mark.

Veteran Agent: Judith will consult Agent Tom Geryk about the Purple Heart signs.

Senior Center water: The fuel surcharge on the water delivery to the senior center was questioned. They will find out how much water is being used. Al will check with Skip tomorrow to find out if the Highway Department is buying water.

Review Minutes: The minutes will be done at the next meeting.

Mail: The Preserve: KPLaw is requesting that the court deny the plaintiff's motion for a reconsideration without the need for a further hearing. Duane will go over the mail. Discussion of legal bills ensued. The town appropriates \$15,000 annually for legal fees. There is a cap of \$8,000. The lawyers will stop working at that point. The next year the cap will then get raised by the lawyers.

Finance Committee Chair: Joe Kearns is not present. He will be put on the agenda next week.

Registered vehicles: Discussion on registered vehicles ensued. Any vehicle over 12 years old is assessed at book value. Vehicles over that age need to be taken off the collision insurance. Al will ask Fire Dept. Chief Ron Radwich about the antique plate on the fire truck.

Finance: A meeting was scheduled with the Finance committee, Treasurer, Accountant and Assessors, possibly including Karen T. for October 23rd. David will email all parties to let them know the date.

Chapter 90 funds: The town did not get reimbursed for chapter 90 funds. David will work with Skip Savery on that.

Town Center Committee: The Board would like to schedule a meeting on December 4th after the Special Town Meeting. The Town Center Committee wants the Board to make a move on the project. Judith will email the Committee. Discussion ensued. David will get some preliminary numbers for the demolition costs.

Transfer Station: The Transfer Station inspection was okay. Skip is trucking the oil based paint to a disposal area where paint is distributed. The question of whether the town should be transporting the paint is a question for Kathleen Casey. The garbage compactor was discussed. David will look into whether it's a better idea to rent or own the compactor.

Wireless: After communication, it has been decided not to have a meeting with Dave Young, the wireless guru for Warwick. The Board discussed different views of how to proceed. The Board would like to know what companies like Wired West, Crocker and Westfield Gas and Electric can do with \$580,000. David will follow up with Wired West.

Hilltown Collaborative Accounting functions: The Collaborative wants the questionnaire filled out by next week. Discussion ensued. Judith will contact them and advise them that we're having a meeting with the finance committee on Oct 23rd and will discuss the collaborative with them. David will call Andy to let him know that they have discussed this.

Emergency Management meeting: Al will attend the emergency meeting on hazardous waste on Friday at 1:00. Judith will call Ann Marie Visconti and give her a count.

Business License: Marin Laurel-Paine is applying for two business licenses at a cost of \$25 each. The Selectmen approved. Duane will fill out the licenses.

Halloween: Halloween is set for Oct 28th.

A motion was made and seconded to adjourn the meeting at 8:40. Motion passed unanimously.

Respectfully submitted,

Suzanne C. Lemieux

SELECTBOARD MINUTES
OCTOBER 23, 2017

Meeting opened at 6:00pm

Present: Judith Hoag, Acting Chair; Albert Sirard; Absent: David DiNicola; Chair
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$15,316.21; Expenses: \$103,287.59 &
\$152,933.91

Minutes of 9/25/17 approved on motion by Judy, Al 2nd; vote 2-0.

Mail reviewed: Gateway School Committee is looking for Board member to attend negotiating sessions with teacher's union. Currently Don Jacques of Montgomery represents the Selectboards and is willing to continue.

Correspondence from Town Council advised The Preserve has filed a motion for reconsideration of the Court's decision in favor of the Town's Summary Judgment.

Joe Kearns advised the Board the Lt. Gov. and MBI representatives were in Charlemont to meet with the Selectboard and answer questions regarding the high speed internet. One question that was not answered was why the town can't use the existing fiber along Route 2 for their internet.

Also, MBI has given an additional 1 million dollars to the towns of Tolland, Sandisfield and New Marlboro for construction of their systems by Frontier. Additional money was also allotted to Montgomery for Comcast's construction of their system.

Census LUCA form was passed over.

Police Chief Tom Austin met with the Board. He wishes to purchase Huntington's used Ford Taurus all-wheel drive unmarked police cruiser. This would replace the 2003 Tahoe that is no longer safe to drive as the frame has rusted out. Huntington is willing to sell to the Town for \$6,000. Tom would use \$3,000 from his budget and ask for the additional money from the Town. Finance Chair, Joe Kearns, said the money could come from the Reserve Account. All the lights would remain on the vehicle and the radios would be changed out from the retired Tahoe. The Tahoe has about 30,000 miles on it and should bring additional monies when it is auctioned off. Also, juveniles can not be transported in a marked cruiser and this creates a problem as the State Police would have to provide transportation. There was brief discussion and both Judy and Al were in favor of the purchase. Tom also stated that the officer training is ongoing.

Open Meeting Complaint was passed over as Town Council had not provided the draft response by meeting time.

Accounting function questionnaire from the Hilltown Corroborative was next; Board discussed the various questions and agreed the one area the Town would have the most interest in was regarding the Assessors. Assessor Tamarin Laurel-Paine felt proposals should be looked at with the possibility of having professionals handle these duties with the Assessors as oversight. Al felt one of the assessors should be an outside person and the Town would not need to have assessors or have them become appointed. He was advised the Town By-Laws would have to be changed. There was continued discussion on various possibilities for this.

Under New Business Wayne Suriner applied for the position at the Transfer Station and was invited for an interview. He is only available to work on Sunday. The board interviewed him, he said he was physically fit, willing to learn and ready to work. There was discussion regarding what would be expected and training available. Joe Kearns, Recycling Coordinator is willing to take him to the HRMC meetings and give him a walk through of the operations. On a motion by Judy, Al 2nd; vote 2-0, Wayne was hired.

Also, it was noted that the “Middlefield Mall” (swap shop) at the Transfer Station was almost emptied out by the current attendant.

Judy requested use of the Senior Center and Town Hall for Middlefield Days on December 2nd and 3rd. The group leading this plan to have various functions and activities around the center of Town during this period. There will also be the awarding of the Gold Cane on Sunday and a bonfire Saturday night.

Also, the COA would like to have Sharon Barry and Crystal Main appointed to the Board to replace Ed Vivier and Judy. TA to send letters to the new members.

There is another party interested in purchasing the property owned by the Town on Ryan Road if it is to go out to auction.

TA advised of the HCOG Holiday Party and names of members that will attend.

Tax Classification Hearing to be first on agenda of next meeting.

Judy motioned to adjourn, Al 2nd; vote 2-0 and meeting adjourned at 7:40pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
NOVEMBER 6, 2017

Meeting opened at 6:02pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator

Board met with Assessors Laura Lafreniere and Tamarin Laurel-Paige for the Tax Classification Hearing. Assessors explained the various options for setting the tax rate and advantages and disadvantages of each. Middlefield' tax base is 92% residential and a split rate for residential and business would not reap any great financial benefit. There was continued discussion and it was noted most small town opt for the single rate. The fiscal '17 tax rate was \$17.63 and if adopted the single rate for fiscal '18 would be \$17.98. Dave motioned to adopt the single rate, Judy 2nd; vote 3-0 and the single tax rate was adopted.

Crystal Main was interviewed for the vacant Town Hall Custodian position; this position had been previously posted and filled by Lois Bell who had recently resigned. The responsibilities were explained and she felt she could handle the duties required, Lois said she would be willing to go over the duties with Crystal. Judy motioned to appoint her with a pay rate of \$15 per hour, Dave 2nd; vote 3-0.

Tax Collector, Mary Ann Pease, met with the Board regarding Memorandum of Understanding the Community Software Consortium has sent to the Town. This program that has been currently adopted by 11 towns so far. This new program is necessary as the State will no longer be providing the support needed to process the tax bills. The Assessors have contracted with Zobrio to for their needed services and the tax software will bridge to the Assessor's program. There was discussion regarding costs and the Collector's Association will pay 100% of the costs for the first 2 years and then 50% for the 3rd year, this is a five year commitment and will be effective 7/1/18. Training will be offered on this new program. Dave motioned to sign the MOU, Judy 2nd; vote 3-0.

Planning Board Chair, Doreen Black, advised the Board there will be a public hearing on the Marijuana Moratorium on November 27th and then the Planning Board will present it to the Selectboard (SB). Then the SB will have to post a Special Town Meeting for a vote to accept or reject the moratorium.

Board next met with the Finance Committee (FC), Joe Kearns, as well as members Scott Artioli, Curt Robey and Dale Hoag. This meeting was a discussion of what the FC could do to aid the SB in keeping track of expenditures, ways to save tax payers money, interest rates on Town funds. Joe advised that the banks being used by the Town do provide certain benefits such as free checks/checking and the DOR publishes guidelines the municipalities must follow when handing town funds. One issue that came up was the \$120,000 approved at the May 7, 2016 Town Meeting to transfer this money from Free Cash to the Stabilization Fund, this has not been completed at this time. FC said that is an

issue to address with the Treasurer. Joe requested the SB write a letter outlining what the Board would like from the FC. Judy wondered if the FC could provide quarterly reports to the SB to make sure loads, receipts, etc. are correct. Dave said the Town has 10 accounts and he does not believe the Town is getting the best interest rates available for these funds. Curt stated the SB should keep closer tabs on the spending during the year so budgets are not exceeded. Discussion continued and Joe said the Board should meet with the Treasurer to go over some of the issues.

Minutes of the October 10th meeting approved on motion Dave, Judy 2nd; vote 3-0.
Minutes of October 23rd meeting approved with corrections on motion by Al, Judy 2nd; vote 2-0 with Dave abstaining as he did not attend meeting.

Mail: Howard Knickerbocker's email regarding his appointment to the Historical Commission had been addressed by Judy as she had not heard back from current members to see if Howard's appointment met with their approval.

State sent Cultural Council contract for chair's signature, Dave motioned to sign, Judy 2nd; vote 3-0.

Appointment of Christine Ciosek, Kathleen Rock Nakaya and Sharon Barry to the Cultural Council was approved on motion by Judy, Dave 2nd; vote 3-0

Draft response to Open Meeting Complaint filed by Patricia Baker was reviewed and a motion to accept by Dave, Judy 2nd; vote 3-0.

Letter to MBI to be included in the latest request for providing high speed internet to towns was approved on motion by Dave, Judy 2nd; vote 3-0. This does not commit Town to fund any services but will give option of providing less than 96% coverage in the original MBI requirements. It may be that the service cost would be within the funding provided by MBI

New Business: Town Administrator (TA) advised the Green Grant yearly report is completed and has been sent to DOER, this will enable the town to be eligible for the next round of Green Grants. Also, PVPC has issued a request to various entities to provide an energy audit of the town buildings; this will be paid using the \$12,500 grant the town recently received from the state.

Veteran's Day is Friday and the highway dept. will not be working. TA requested the Town Hall be closed on Saturday as this is the official holiday, board agreed and it will be posted.

Possible compactor for cardboard and paper was discussed next. Joe Kearns advised Williamsburg has recently purchased one and it is working well. This will be looked into. Olivia is currently working Saturday's at the Transfer Station and Wayne is working Sunday's.

Joe Kearns said there will be a Small Town Summit meeting in Goshen on 11/7; joint town school committee meeting at Gateway on 11/8;; a collaborative meeting on 9/9 and a MARS meeting at Gateway on 12/7.

Dave motioned to adjourn, AI 2nd; vote 3-0 and meeting adjourned at 8:31pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
NOVEMBER 20, 2017

Meeting opened at 6:01pm

Present: David DiNicola, Chair; Judy Hoag; Albert Sirard
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$12,348.90; Expenses: \$18,547.51.

Under New Business:

Eleanor Doyle met with the Board regarding the Historical Commission; Howard Knickerbocker and Maryann Walsh had resigned and Howard has offered to do some electronic recording of records. Judy has been contacted John Savery, current member, to get his thoughts on possible new members. Eleanor also stated that Jack Cobb has left some money to the Historical Commission but did not know how much. She also mentioned that Jack's house would be ideal for the museum and could be converted to be ADA compliant with not much trouble and the Town might possibly speak with his heirs to see what the cost of the property may be.

Highway Superintendent, Skip Savery, advised the Board he will be submitting his Chapter 90 paperwork for reimbursement. He has received 4 loads of road salt so far and has not had to use any to date. Olivia is still working at the Transfer Station on Saturdays and Wayne on Sundays. There was discussion regarding the installation of additional lighting so the Transfer Station could operate on the same schedule year round rather than just weekends during the winter months.

Fire Chief, Ron Radwich, told the Board he has received the okay to dispose of the old tanker and trailers, if there is any expense, the Fire Dept. will pay for the hauling. These are excess equipment given to the Town by the State. He still has the compressor, water tank and generator and they are all in use.

Emergency Management Director, Ann Marie Visconti advised the Board there will be a kickoff meeting with MEMA on 12/1/17 in regard to the Mitigation Plan grant. Michelle O'Toole from MEMA will be at the Town Hall and Ann Marie would like at least one Selectboard member to be present. Judy said she would attend. The TA will also attend this meeting. There was discussion regarding the possibility of obtaining generators for the Fire Dept. and Highway Garage.

Minutes were approved on motion by Dave, Judy 2nd; vote 3-0.

TA requested the Town Hall be closed on the Friday and Saturday after Thanksgiving, there are no warrants that week. Dave motioned to close, Judy 2nd; vote 3-0. TA will advise all employees.

Next item discussed was possible cardboard compactor for the Transfer Station. Al said the purchase price would be approximately \$12,500. There was further discussion and it was said that a compactor could be rented for \$250/month. Kathleen Casey HRMC director will be contacted by TA to attend a Board meeting to discuss further. Currently, the cardboard is not cut up unless it is done by the attendant and many times it is not possible as the attendant is alone and not able to keep up with the cardboard and paper box.

Al went to the School Committee meeting and reported that the 2 principals spoke of the many students that have special needs, about 46% of the students enrolled in the Gateways system. This was attributed to many issues including their home life.

Judy advised the Collaborative is actively pursuing IT support for the member Towns and that Molly Goran of PVPC is seeking a grant for this. There was some discussion about this and the usefulness it would be to the Town.

The Town Center Committee will address the townspeople on 12/4 with their recommendations for the 2 buildings; this will follow the Selectboard Meeting and will be at 7pm. Erica Johnson of PVPC will meet with the Board a 6pm to go over the wishes for the next round of Block Grants. TA will place notice in the Country Journal regarding the Town Center meeting.

Dave said he would like to arrange a meeting of the Tax Collector, Accountant and Treasurer to discuss the Town finances, income, etc. This meeting would take place on a Saturday morning when all are in the Town Hall.

Dave also mentioned he had only received one bid for the repairs to the Transfer Station gate and fencing, it was for \$715, this bid was okayed and the repairs will be made. He also requested a bid to have a slide rail gate installed and that cost was \$4,190, the repairs will be sufficient and should solve the current issue.

Wayne Suriner was hired as the Transfer Station Attendant and his hourly rate was not specified. Judy motioned to pay him \$15/hour, Dave 2nd; vote 3-0.

Dave said he reviewed the recommendations; made during the 2004 and 2014 audits and found similar corrections were needed but have not been implemented. This will be discussed during the meeting with the Tax Collector, Accountant and Treasurer.

Judy requested the outside sign be posted with the Town Center Committee meeting as well as the upcoming Middlefield Days, December 2 & 3.

Dave motioned to adjourn July 2nd; vote 3-0 and meeting adjourned at 7:53pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
DECEMBER 4, 2017

Meeting opened at 6:00pm.

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator

Warrants reviewed and signed; payroll: \$10,653.84; Expenses: \$27,559.08
and \$2,581.52.

Erica Johnson of Pioneer Valley Planning Commission met with the Board to review the Community Development Block Grant application. She is submitting the grant for the towns of Middlefield, Chester, Russell and Huntington. There is a new format for the grant but the goals all remain the same. There are priorities and priority projects for each town. The Master Plan and Youth Recreation Facility for Middlefield have been removed and the demolition of the former General Store and adjacent house are now the number one priority for the town (see attached). The Senior Center, upgrading the DPW, expanding the library are still included as well as improvements to the Transfer Station, public safety complex and road improvements. The grant seeks to protect and promote the rural characteristics of the area, promote small and cottage businesses and provide social services to the towns. There was discussion as to how the grant is allotted to each town and Erica explained that there are varied ways to allot the dollars and it is most important that she show that the prior monies awarded were spent in accordance with the grant requests.

Erica continued and said it is important to stress that the removal of the two buildings was necessary for the health and safety of the town and that would be a strong application on the grant for these monies. If the grant only covered a portion of the demo or was denied it may be possible for PVPC to use program funds for the remainder to remove these buildings. When asked when the funds would be available, Erica said the grant is usually awarded in July but the funds may not be available until later in the year. She again stresses the importance of using any information that strengthens the health and safety issue. She was informed that neither building has a well or would pass a Title 5 septic installation. Dave informed Erica that both buildings had been inspected for lead and asbestos contamination and the reports were available and would be given to her. The estimated costs for demo and

disposition of the materials were under \$100,000. In her previous visits for the grant meetings the focus was on restoration of the buildings and not demo. Rehabilitation was not covered under the CDBG but now demo would be.

Erica said she would email the revised application to the Board for signatures. The Board thanked her for her hard work and invited her to stay for the public meeting the Town Center Committee was to present to the Town.

Minutes were approved on motion by Judy, Dave 2nd; vote 3-0.

Selectboard meeting was then moved to the auditorium for a presentation by the Town Center Committee (TCC) on their recommendations on what to do with the former General Store and adjacent house. TCC members present were: Jay Swift, Chair; Carol Wagg-Swift; Mitch Feldmesser; Maureen Sullivan and Dale Hoag. Jay presented a Power Point showing the work the committee had done over the past number of years. This was the same presentation he made to the Selectboard at a prior meeting. He gave a history of the committee, the various options that were investigated and that in the end their decision was that the buildings should be demolished and the land turned into a park until a future use is decided upon by the Town. During the committee's tenure, they investigated grants available (there were none) for rehab, dealt with DEP on the issues of contamination and waiving of DEP's \$250,000 lien. A great number of hours and dedication was put into this venture on behalf of the Town.

Erica did stay for the presentation and found the information very helpful and she will use it in the grant application for Middlefield.

Board resumed their meeting at 7:50 in S/B office.

There was discussion regarding the possible installation of a cardboard compactor at the Transfer Station and the associated costs. Purchase or rental may be possible. Kathleen Casey of HRMC will be invited to a future S/B meeting to discuss this possibility. This compactor would reduce the number of hauls for the paper container.

Joe Kearns advised there is a MARS meeting at Gateway on 12/7 at 6:30pm and a Small Town Summit meeting on 1/11.

Dave questioned the \$120,000 transfer to the Stabilization Fund that was voted on at the Town Meeting in 2016. Town Treasurer still has not provided him with an answer. He suggested an audit may be necessary and he has left a message for Tom Scanlon. Scanlon did the last audit for the Town.

Transfer station briefly discussed as Saturday coverage has not been consistent as Olivia texted at the last minute to say she could not be there last week. Wayne is currently doing Sunday and until he is laid off from Sears, he can't do Saturdays. Also, Al will take charge in the possible installation of lighting to allow week day operation of the transfer station, this would free up one of the weekend dates and perhaps make coverage easier as it would not tie up an entire weekend for the attendant.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 8:40pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:
David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
DECEMBER 9, 2017

Meeting opened at 10:03am

Present: David DiNicola, Chair; Albert Sirard
Duane Pease, Town Administrator (TA)

Also present: Accountant Beverly Cooper and Tax Collector Mary Ann Pease

Selectboard member Judith Hoag arrived at 10:05am.

Meeting was held to discuss various financial issues and the number of different accounts the Town has. Unfortunately the Treasurer was not able to attend and many of the questioned could have been answered by her. It was explained the Easthampton Savings Bank account is the account that all state monies are directly deposited to, this includes Chapter 90 reimbursements, grant monies for the COA, library, Cultural council, etc. this money is then transferred by the treasurer as needed to pay certain bills associated with the reimbursements. The \$1,000 line item on the Annual Town Meeting warrant is for short term interest if the Treasurer needed to borrow money in anticipation of future revenues (tax payments, etc.). There was discussion on how the money is transferred and why some accounts are paying such low interest. Bev explained the money is “pooled” and the Treasurer takes it from whatever account she feels is best suited at the time. Bev also said she can provide a printout of the monies received by the Town on a monthly or quarterly basis if the Board would like it.

PVPC grant application was signed by the board on a motion by Dave, Judy 2nd; vote 3-0. TA will scan and email to Erica Johnson at PVPC.

Dave motioned to pay Weston \$15/hour for his work as transfer station attendant, Judy 2nd; vote 3-0.

MIIA sent letter advising the Town could sign a 2 year agreement for insurance that would keep next year’s premium the same as last year’s and limited the following year to no more than a 2.5% increase. Dave motioned to accept, Judy 2nd; vote 3-0

WiredWest had sent a Memorandum of Understanding requesting the Board sign. This would protect the Town if it chose to join WiredWest for future handling of the fibered high speed internet. This does not commit the Town to WiredWest in the future. Dave motioned to sign, July 2nd; vote 3-0. TA will scan and email to WiredWest.

Last item was the Special Town Meeting Warrant to address the Marijuana Moratorium requested by the Planning Board. STM to be held on January 2, 2018. Board signed the STM warrant, TA gave to Town clerk for posting.

Dave motioned to adjourn, July 2nd ; vote 3-0 and meeting adjourned at 11:00am.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola; Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
DECEMBER 18, 2017

Meeting opened at 6:00pm

Present: Judith Hoag; Albert Sirard; Chair, David DiNicola was on vacation
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$19,727.98; Expenses: \$20,557.61

Minutes of 12/4 and 12/9 approved with minor changes on motion by Judy,
Al 2nd; vote 2-0.

Board met with Jeanne LeClair, Economic Development Director of the Gateway Hilltowns. She gave an update on the progress of the economic development goals of the first 6 months she has been on the job. She has built a website for the communities, has been assessing the general capacity of the buildings, posting events on the calendar and visiting all of the 6 towns. Jeanne hopes to focus on the individual towns over the 3rd quarter as she has found that “little things can make a big difference” when it comes to dealing with the various entities. She said she is getting 2-3 calls a day with questions on website development and high speed internet usage. She has seen a need for accommodating visitors and engaging the youth of the area. There was also discussion on the status of high speed internet in the various towns. Jeanne would like to attend the Selectboard meetings when proposals are being made by various providers. Besides the MBI grant available, USDA also has a program to aid the small towns seeking high speed internet. The Board thanked her for her attendance and willingness to work with the towns.

TA requested the Town Hall be closed on Saturday, December 23rd for the Christmas weekend, Board approved and TA will notify individuals and have posted on Town website.

Al advised he has quotes coming in on the installation of generators for the Fire Station and Highway Garage, he believes a ballpark figure will be in the \$20,000 area. He also suggested the Town set up an account with a local electric supply company. That way purchases could be made with no sales tax, at a wholesale price and then the job could be hired out for just the cost of labor.

Weston Holt has expressed an interest in doing some work for the Town, Judy motioned to hire him at \$15/hr, Al 2nd; vote 2-0. TA will contact him to see if he is still interested and could be used for shoveling the snow at the Town Hall and Senior Center at this time.

Judy also said a ceiling tile in the auditorium fell and the sink in the custodian closet is dripping. TA will check on both and see if additional maintenance is needed.

Al motioned to adjourn, July 2nd; vote 2-0 and meeting adjourned at 7:10pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
JANUARY 2, 2019

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator

Chris Lynch of Matrix met with the Board to present their plan for providing high speed internet to the town. He gave a brief history of Matrix and the projects they have completed. He provided the Board with various handouts (attached to minutes). The Middlefield project would have a cost of \$1,775,450 with the Town responsible for \$568,000 which would be eligible for payment by the MBI grant allotted to the Town. There would be an option for the Town to purchase the system at any time with a yearly reduction of \$58,120 until the 20th year of operation when the purchase price would be \$10. The Middlefield construction is dependent on Worthington also agreeing to use Matrix for their high speed internet constructor and operator.

The design, construction and operation of the system would be Matrix's responsibility. They would handle the "make ready", all pole rental, etc. the Town would have to provide a shelter building for the electronic equipment, this could be an area in the Town Hall that is secure and available to Matrix personnel when needed for repairs, updates, etc. as well as providing a surety bond for the utility companies for the pole usage.

Chris has determined there are 28 miles of roads in town and that represents 10.1 residences per mile. There would have to be 170 residence sign-ups for this to work for Matrix, less than that and the system would not survive. There would be \$500 installation fee with \$250 up front and the remainder could be spread over 12 months with a 2 year commitment on behalf of the users.

The \$500 would cover up to 300 feet of fiber from pole to home, beyond that would be an additional \$1/ft as well as the equipment needed in the home.

The cost of the service would be \$95 per month plus any fees the MLP might impose and taxes. Phone service would also be available for an additional \$20/month for unlimited use. The cost would be frozen for 2 years and the only increase allowed would be tied to any increases in the Consumer Price Index and approved by the MLP board.

Board suspended the meeting to attend a Special Town Meeting at 7:00pm.

Board returned at 7:35.

Lynch continued with his presentation. Matrix would collect all charges, pay pole rental fees, and refund any enterprise Fund charges to the Town. The electronics would be updated about every 7 years. There was continued discussion with the Board. The Board thanked him for his presentation.

New business: Dave felt Accountant, Bev, and Treasurer, Jane, should be more vigilant and provide monthly income statements and quarterly bank statements to the Selectboard.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 8:24pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MEETING
JANUARY 8, 2018

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator

Bill Stathis of Crocker Communications and Brad Monroe of Fujitsu made a presentation to Board on their proposal for high speed internet (attached to minutes). Crocker is a local company (Greenfield) and has been an internet provider since 1994 and providing phone service since 2001. Fujitsu is an international company with over 160,000 employees and designs and builds networks.

Stathis said the 2 things towns want are coverage for at least 96% of the town and if town funds are used, it should reduce any buyout costs if the town wants to take ownership at a later date. Providing high speed internet to Middlefield just using the MBI money would provide coverage to approximately 62% of the town. The construction cost for the 96% of the town would be \$1,030,000, this is figured at \$30,000/mile for 31 miles. There would be a \$500-\$600 installation fee for the homeowner that could be paid over a number of years, if necessary. There would be no penalty for prepayment. Crocker is confident of at least a 50% take rate and would expect it to be much higher. They would encourage early signups and work with the town to get the information to potential users. They would be active in town events, run some type of specials for early signups, etc.

The user's fee for this service would be in the \$100-120 a month range and that would include phone service which is \$15/month under their coverage. Installation for homes further off the road would vary by the distance but would most likely be in the \$2-5 a foot cost.

There was discussion regarding additional funding that may be available through MBI or Connect American funding II. These funds, if available, would result in lower rates to the consumer. There was raised the possibility of using wireless to get to some of the more remote areas as an option to the more expensive fiber. Curt Robey questioned the needs of the mechanical building as to temperature control, amperage usage, etc. Curt

was knowledgeable as during his prior employment he built a hub for MBI at Westfield State University.

The Board thanked Bill and Brad for their presentation.

Dave motioned to adjourn, AI 2nd; vote 3-0 and meeting adjourned at 7:45pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
JANUARY 16, 2018

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$9,763.40; Expenses: \$27,341.56.

Highway Superintendent, Skip Savery, met with Board regarding letter received from Kathy O' Brien with complaint of snow being intentionally pushed over culvert on her property. Alleges this would result in flooding to her property and Town will be held responsible. Skip had highway employee take pictures of area and snow involved is result of drifting and nothing to do with normal road plowing. Skip took photos to Northampton Court as this is court that was involved in previous allegations against him by Kathy. He gave photos to court personnel and after a short time, was told to return following Friday to speak with Judge.

Also, Skip said there was a problem with the compactor as it was extremely cold. Waste Management was called to service unit.

Minutes of 1/2/18 approved on motion by Judy, Al 2nd; vote 3-0.

Minutes of 12/18/17 approved on motion by Judy, Al 2nd; vote 2-0 with Dave abstaining as he was not present at meeting.

Minutes of 1/8/18 approved on motion by Dave, Judy 2nd; vote 3-0.

Mail: Howard Knickerbocker sent email raising issue of lack of publication of By-Laws. They are supposed to be published every 5 years and have not been updated or published since 1987. Town Clerk is aware and will be working on putting together all of the by-laws approved by Town Meeting and sent to Attorney General's office for approval.

Email from Andy Myers, Hilltown Collaborative Chair, regarding consolidation of assessors for the towns, Currently Middlefield's assessors are elected and town would have to vote to make positions appointed. Dave said he had spoken with Karen Tonelli who has been hired by the assessors in the absence of a 3rd assessor. Karen said the 2 remaining assessors are doing a phenomenal job and everything is going smoothly. There was discussion on elected versus appointed assessors and the need for a 3rd assessor to break any tie votes on issues that could arise. To change position from elected to appointed would have to be done at a Town Meeting, with the first vote being a hand count and the subsequent vote at following Town Meeting being a ballot vote.

Next discussion was regarding high speed internet. Matrix and Crocker's proposals call for using only fiber. Whip City will be sending their proposal and they use only fiber as well. Matrix's proposal to Middlefield depends on Worthington also opting to use Matrix; Middlefield would not stand alone if Worthington does not agree to Matrix. Maureen Sullivan said if the fiber is installed, all property values in Town would increase

but the only the users would be paying for the fiber and she felt this would not be fair. If all values go up, then all should have a hand in paying for the system.

Town Electrician, John Savery, met with the board to discuss the possibility of installing generators at the Fire Station and Highway Garage. He said it would cost approximately \$6,200 to upgrade and install at the Fire Station and \$9,000 for the Highway Garage. The garage would need a new panel. All of the Town buildings need electrical work and upgrades, the Senior Center costs would be in the \$10,000 area and the total upgrades to all buildings would cost between \$50,000-60,000. There was continued discussion and the Fire Station was the most important as the fire trucks have water stored in them and freezing would be a hazard. A priority list of electrical needs should be developed so this can be achieved.

Chapter 90 paperwork for a project from a few years ago was submitted to the State and approved, approximately \$18,000 will be recovered.

Dave said he has been speaking with Tom Scanlon regarding the Stabilization Fund and the \$120,000 that Town Meeting approved and was not put into the fund to date. There was discussion on the frustrations in dealing with the treasurer and the need for monthly and quarterly updates on the financial health of the town.

Jack asked the board what he has to do to be able to sell new trailers from his property; he was referred to the ZBA.

Joe Kearns advised the Board that the Lt. Gov. and Sean Cronin will be in the area to make a presentation to the Collaborative for an IT grant. He also said that the Economic Development person, Jeanne LeClair has been very active and is enthusiastic.

Dave said the Town needs as task force to sort through the high speed internet issues and bring them to the Selectboard as the Board does not have any expertise in this issue.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 7:55pm.

Minutes respectively submitted by:

Duane Pease, Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MEETING
JANUARY 22, 2018
MINUTES

Meeting opened at 6:00pm.

Present: David DiNicola; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator (TA)

Brief discussion on the Slocum Lot, a land locked parcel owned by the Town. Chester is considering logging their portion of the lot and taking it out through property owned by Tom Beck as he is also doing some logging. TA will look into foresters who can give assessment of timber value to Middlefield's lot.

Board met with Brian Foucher of WiValley to discuss his proposal for high speed internet (attached to minutes). He gave a brief outline of what his company does, who they serve and how they would tailor their wireless proposal to the town.

All of the infrastructure would be owned by the Town and WiValley would own the equipment mounted on the poles and installed in the homes. MBI funds would cover the entire cost of the system and there would be no costs to the town in excess of the MBI funds. Minimum speed would be 12/3 with at least 80% of the users receiving 25/5. They would need a take rate of 35% of the homes for this to go forward. No other towns would need to be involved. Monthly cost would be \$69.95 with additional charges if users opted for phone service or higher speeds.

There would be 10 towers (poles) located in various places in town to transmit the signal. When questioned if there were variances to building each site, Brian said all their sites are built the same way. There was continued discussion regarding storm damages, response time, rate increases, upgrades, etc. Any damages WiValley would respond and make repairs as rapidly as possible, if the damage affected the electric line, they would have to wait for the electric to be repaired. Rate increases would only occur if the take rate dropped to unsustainable levels and upgrades are figured into their pricing. If upgrades are installed, it will not affect the customer rate.

Brian said that fiber is the best but the costs and maintenance are much higher. He also said his company is taking down a 90" monopole and that could be used for the Middlefield system and would be very cost effective. He does not try to compete with cable and looks for areas that do not have cable or other cost effective alternative. His company is privately owned and has 7 investors, they use the latest technology available and can increase speeds to individuals if requested.

He said he would have to review the By-Laws before going forward and obtain easements of right-of-ways to install the necessary poles.

Maureen Sullivan asked if TV white space would be used, Brian replied he does not use white space but prefers 900 megahertz. There was further discussion on the use of TV white space and Microsoft's push to use 3 channels. Judy questioned the risk of increased cost. He advised there would be no cost above the MBI allotment and additional costs would be borne by the investors. Sherri Venditti how graphics would work, Brian said it can be challenging but 12/12 can be deployed to home that need it.

Brian questioned where the Town was in choosing an internet provider and was told the Town is going through the process of listening to the proposals and working through them. The Board thanked him for his presentation.

Dave said he had contacted DOR and that Jane and Bev need to balance out to each other. There was discussion on the remaining balance of the loan for the Town hall improvements; there is one more payment due in Fiscal Year '19. Dave also wants to know what the State money coming in monthly is and board signed a letter to Bev and Jane requesting monthly and quarterly updates.

Dave suggested the Board form a Broadband Committee to review the proposals and make recommendations to the Selectboard, other members agreed. Dave motioned to appoint Maureen Sullivan and Howard Knickerbocker to the committee, Judy 2nd and both were approved on 3-0 votes. A third member will be appointed at a later date.

Judy motioned to adjourn, Al 2nd; vote 3-0 and meeting adjourned at 8:25pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
JANUARY 29, 2018

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Albert Sirard; Judith Hoag on vacation
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$15,799.84; Expenses: \$13,227.16

Kathleen Casey, HRMC, met with the Board and gave an overview on the duties of HRMC. HRMC has a Board with members from each town, it manages all collections of various articles such as electronics, tires and Freon removal. HRMC pays the vendors and then seeks reimbursement from the towns. She seeks and applies for grants and last year obtain \$42,000 in grants for the towns.

Al questioned the use of “single stream” combining the paper and recyclables. Kathleen discouraged it as it is contaminated and has no value to recyclers. Also, Al wanted to know if a cardboard/paper compactor would be beneficial. Kathleen said Williamsburg installed one and it cost the town \$23,000. Al said he had checked and used compactors were available, Kathleen said she would check with DEP to see if grant money could be used to purchase a used compactor. There was continued discussion regarding latex paint that should be dried by the consumer prior to disposal, once dried it can go into the compactor. A bag fee was discussed and Howard Knickerbocker said any bag fee would anger the townspeople and would be a hidden fee. The Board thanked Kathleen for her attendance.

Donald Doyle gave the Board a survey done on the Jack Cobb property that shows a corner of the Highway Garage is on Cobb’s property. The survey was done at the request of Cobb’s executor by KEM Associates. This is the first this information was known, the garage was built in 1949 or 1950 and there had been no problems to date. The Board will further investigate.

Dave motioned to accept the minutes of 1/16/18 and 1/22/18, Al 2nd; vote 2-0.

Dave said he will be on vacation from 2/6-2/16.

Andy Myers, Chair of the collaborative had sent an email detailing the duties of the Economic Developer, and recommended the 6 towns contribute a proportionate

amount to retain her services for another year. Board will take this under advisement.

Next discussed was the high speed internet. A committee is being formed to review all the proposals and then recommend to the Board. Currently there are 2 members and Dave would like to appoint a committee of 5. They will have to factor experience, financial stability, costs to the users, etc. The additional monies appropriated by the State does not mean that Middlefield can count on any extra money other than what MBI had initially allotted. The Town will have to make sure the money is spent wisely and investigate borrowing options.

Dave motioned to adjourn, At 2nd; vote 2-0 and meeting adjourned at 7:48pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albert Sirard

BOARD OF HEALTH MINUTES
FEBRUARY 1, 2018

Meeting opened at 1:00pm

Present: David DiNicola, Chair; Albert Sirard; Judith Hoag on vacation
Duane Pease, Town Administrator

Meeting held to review and accept Health Agent, Jackie Duda, report on condemnation of 168 Skyline Trail.

Board reviewed Duda's letter (see attached) and on motion by Dave, Al 2nd; vote 2-0 voted to condemn the property. Town Administrator will scan and email letter to Erica Johnson at PVPC.

Dave motioned to adjourn, Al 2nd; vote 2-0 and meeting adjourned at 1:15pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, chair

Albert Sirard

SELECTBOARD MINUTES
FEBRUARY 20, 2018

Meeting opened at 1:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator

Alicia Matthews, Government Relations, Eileen Leahy, Government Relations and Jim Bitzas, Engineering, all of Comcast Cable.

Meeting held so Comcast could present their proposal for high speed internet to the town.

Comcast responded to MBI's request for the flexible grant option after many of the unserved and underserved towns received no responses for their internet service.

Comcast has a heavy local presence in the area and currently is the provider in Chester. They will do all of the construction and provide repair service to their product. They would offer high speed internet, cable TV, phone and cell phone service to all customers. Cost to the consumer would depend on what services they selected. Their internet speed is constant and customers could opt for higher speeds if wanted.

The total cost for providing service to 96% of the homes would be \$1.84 million. The Comcast model is for 20 homes per mile but Middlefield only has 10.5 homes per mile and since Comcast is a public company, they have to make decisions that are financially sound for their investors. They did have a proposal of a little over one millions dollars that would provide service to 75% of the residences but did not identify what 25% would be without service.

When questioned, they did not have an answer for what could be done using just the MBI grant allotment.

Howard Knickerbocker felt there was no way to evaluate their proposal and also questioned what Comcast would be willing to contribute to the total buildout. This is something that would be determined at a later date.

When advised that most residents still have land lines, what would happen in a prolonged power outage, Comcast said they have a 4 hour backup battery and if the outage were longer, they would dispatch generators to provide power to their lines.

They agreed the make ready process is the longest and most expensive part of the process.

When questioned about Whip City fiber constructing a network in Westfield, they said competition is good for business and the consumer.

There was continued discussion on funding, services, availability and what about residences that are remote and if they would still be without service. Comcast would not block or slow down service and supports the principles of the net neutrality law.

Maureen Sullivan noted that currently Verizon DSL service is not available to everyone and the further away from the hub, the slower the service. Comcast said their speed would be consistent at all points of their service.

Board thanked them for their proposal.

Dave motioned to adjourn, AI 2nd; vote 3-0 and meeting adjourned at 2:34pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
FEBRUARY 20, 2018

Meeting opened at 6:02pm.

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator (TA)

Minutes of 1/29/18 and 2/1/18 on motions by Dave, Al 2nd; vote 2-0, Judy abstained as she was not present.

Mail: letter from Eleanor Doyle regarding her trip and fall over furniture in hallway. At time of fall she did not want her name divulged and now wants report made. TA will file report with insurance company, MIIA.

Kathy O'Brien met with board regarding complaint of how the Highway Dept. plowed snow during the 12/12 storm. She showed a 3 minute video taken at night, Board could not determine what she was showing as picture was dark and lights from truck were about the only thing visible. She stated it had never been plowed this way before and Skip was being vindictive in light of the charges she had filed against him. After her statements, she left the meeting.

Waste Management contract one year extension was approved on motion by Dave, Judy 2nd; vote 3-0.

Next was discussion on appraisal on former landfill and Jack Cobb property. Quote from Crowley and Associates was \$4,000 and Dave felt this was too high. TA explained this firm was recommended as being fair and reasonable. Also, property can only be transferred at an Annual Town Meeting and time is of importance. There is a 6 week time period for the appraisal to be submitted, a 1 week posting notice for the ATM and only 9 weeks until the ATM. Dave will seek other price quotes and advise.

The Broadband Committee was next on the agenda; currently there are 2 members, Howard Knickerbocker and Maureen Sullivan. Dave motioned to appoint Tamarin Laurel-Paine, Jay Swift and Brent Lebane(sp), Judy 2nd; vote 3-0. TA will sent appointment letters to all. Their duties will include reviewing all of the proposals, weeding out the best options and bring them to the Selectboard so they can be presented to the townspeople. MBI will be advised of their decision. Dave also noted he had spoken with Tamarin and this committee should be focused on the facts and not part of another discussion outside of the committee. He also felt there should be Finance Committee involvement at some point. This is a diverse alliance and hopefully all will contribute to the decision.

Highway Superintendent, Skip Savery, met with the Board. He was advised of Kathy's complaint about the plowing. Skip said all of the culverts were snow covered as the wind was blowing and drifted the snow. He also said that Chris was plowing the area during

that snow and he was clearing the intersection as best he could. He was not purposely plowing the snow to seek revenge on Kathy.

Skip also noted that mud season was early as the temperatures were extremely warm for this time of the year and the dirt roads were a mess. He has been spreading ¾” stone on the bad areas but has to be careful not to make the roads worse by using the big truck. Once the weather cools he will be raking the roads.

Judy commented on the Comcast proposal that was given earlier, she felt they offered more services other than high speed broadband and phone. Comcast also has the option for cable TV and cell phone service; their proposal would cost 1.84 million.

Dave said the only outstanding loan the town has is on the Town Hall roof and window replacement with the final payment being due next Fiscal Year in the amount of \$16, 429. He also discussed the Sarah Dickson School Fund as the basketball court needs repaving. This fund was used to originally used to create the court after approval by the Probate Court.

There was continued discussion regarding the number of accounts the Treasurer has with some of the accounts not obtaining the highest interest rates possible. Combining the accounts into a smaller number would help simplify the tracking of the Town’s finances and obtain the best interest rates possible. Dave felt everyone is doing their job but there are some gaps. He also advised that MBI requested the Town return the unused balance of the Wireless Pilot Program, the town will be returning \$98,869 to MBI. This money will be used when a high speed provider is finally selected.

Dave motioned to adjourn. At 2nd; vote 3-0 and meeting adjourned at 7:45pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola. Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
FEBRUARY 26, 2018

Meeting opened at 6:01pm

Present: Judith Hoag; Albert Sirard; David DiNicola was running late
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$17,535.19; Expenses: \$23,233.16

Minutes of 2/20/18 2pm meeting approved on motion by Judy, Al 2nd; vote
2-0.

Minutes of 2/20/18 6pm meeting approved on motion by Judy, Al 2nd; vote
2-0.

Dave arrived at 6:12pm.

Mail: MMA legislative breakfast scheduled for Pittsfield: no one interested
in going.

PVPC dues are increasing to \$84.08 for next fiscal year.

PVPC needs IT contact for Middlefield, Board agreed to ask Steve Harris to
be contact; TA to contact Steve.

Economic Developer was briefly discussed; Board questioned what value it
was to Middlefield. Will have Andy Myers and director at next meeting to
explain advantages/disadvantages. Andy will also go over proposed new
budgeting for Gateway Regional School.

Police Chief/Emergency Services: Tom has less than 11/2 years left before
he retires and Ed Vivier's passing has left the EMS without an appointed
leader. Ed did a lot of training and grant writing. Currently there are no
EMT's living in town. Howard Knickerbocker said it is more critical to have
EMT's than police. Dave felt that when Tom retires, the Board should look
into disbanding the Police Dept. he stated that Alford does not have a police
force and hires the State Police to protect their town. With more expenses
coming down the road, the police budget reduction would help. Howard
said the risk/reward and costs/benefits should be looked at over a 5 year
period.

Joe Kearns said a Public Safety Committee should be placed on the Annual Town Meeting (ATM) Warrant so the residents can discuss the future of public safety.

Highway Superintendent, Skip Savery, advised the board his snow budget is getting close and he will be asking for authorization for additional spending. Also, the 2009 grader will not go into reverse, he had a technician from John Deere inspect and test the grader and was told it needed a transmission. The current transmission could be rebuilt but there would only be a 90 day warranty, if a rebuilt one was installed, the warranty would be 1 year. The cost of a rebuilt transmission is approximately \$34,000. a Special Town Meeting would have to be held to transfer the money from the Stabilization Fund. The grader only has 4,000 hours and 13,000 miles on it.

The dept. has been working on the roads and using the tractor to rake them. He has also been putting stone on the dirt roads to alleviate the mud.

Joe Kearns, Finance Chair, said the Fire Dept. is requesting 2 articles on the ATM warrant; one for \$11,500 to purchase 14 Scott Air Packs and \$26,000 for a 4x4 tanker.

New business: TA requested permission to sell the 2003 police cruiser as the replacement title has been received. TA also advised the Board that the Sarah Dickson Trust was dissolved by the Probate Court in 1998 and the monies can be used for “the benefit of the children of Middlefield”.

Judy wanted to know status of Personnel Policy; TA advised it is ready to send to Town Counsel for review. TA will forward to KP Law. Also, there has been no response from contact person listed in the on-line info, TA will follow.

There was discussion regarding the Broadband Committee, Howard suggested a kick-off meeting be scheduled to get the committee organized. There was additional discussion regarding duties, etc.

Judy also wanted to know if the locks on the Senior Center could be replaced as a number of doors do not have corresponding keys. TA will look into having locks replaced and all operate with one key.

Dave had spoken with a forester and was given a price of \$00 to have him survey the timber on the Slocum Lot. Dave motioned to hire him, Judy 2nd; vote 3-0.

Dave advised he is still having problems getting information from the treasurer and Al said this has been discussed enough and it is time for the Board to act. If info is requested, Jane should provide it in a timely manner. The Board had requested monthly and quarterly reports from the accountant and treasurer; the monthly requests were okayed to be quarterly as it does take time to reconcile reports.

Howard questioned where he request to be reappointed to the Historical Commission stood as he asked for this 6 months ago. Judy said he had checked with the only current member, John Savery, and will follow with him again.

Dave motioned to adjourn, Judy 2nd; vote 3-0 and meeting adjourned at 7:50pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
MARCH 12, 2018
MINUTES

Meeting opened at 6:05pm

Present: Judith Hoag; Albert Sirard; Chair, David DiNicola running late
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$10,956.74; Expenses:
\$180,979.71

Minutes of 2/26/18 approved on motion by Judy, Al 2nd; vote 2-0.

Police Chief, Tom Austin, met with Board to discuss future of the public safety in town. He will be retiring in about 1.5 years and EMS director, Ed Vivier, just passed away, feels the Town should appoint Public Safety Committee to look at all aspects of public safety and make recommendations. Would suggest make up include selectboard, police, fire, EMS, EMD and residents

Judy questioned if this should be an article on the ATM warrant. Joe Kearns, Finance Chair, said it could be placed on warrant and would open dialect with the residents. Tom just wants to make sure all are on the same page if this goes forward.

Andy Myers met with the Board to discuss recent developments at the Gateway budget discussions. There have been numerous meetings involving the school committee and members of the 6 towns, these meetings have been facilitated by the MARS report. A budget change proposal has been submitted to DESE allowing Gateway to charge from a per student cost to a across the board percentage increase to each town. So if the Gateway budget went up 2% all town's costs would increase 2%. This proposal would be voted on by each town yearly and would make budgeting for the towns much easier. Historically, Middlefield's student population has been up and down over the last 15 years according to the information supplied by Gateway. Gateway is considering offering a full-day Pre-School program in order to retain students.

Dave arrived at 6:41pm.

There was continued discussion about how the state determines reimbursements, above minimum costs to towns, higher costs for transportation for rural regional schools and the fact the rural regional school enrollments are declining. Gateway is looking to provide more vocational training as a way to stem students choosing to go the one of the vocational schools.

Any changes to the funding of Gateway would be left up to the voters at the Annual Town meetings.

Jeanne LeClair met with the Board next, she is the Economic Development Director for the Hilltowns. She was hired as a result of a grant given to the towns.

Jeanne has been active in the towns as well as at Gateway. She started an enterprise club and currently has 16 members. She visits the local selectboards and COA's.

Jeanne want each town to maintain their rural characteristics but to show growth, this is a regional effort but wants to have the towns keep their individuality. She has obtained a \$42,000 grant to promote the towns. She would like this grant provide "branding" to the towns. She also has been working with realtors to let them know of the advantages of rural living and affordable housing. The web site has been active with people searching it. Jeanne works with PVPC and has been in contact with Erica Johnson in hopes of obtaining a grant for the town center once the buildings have come down.

Highway Superintendent, Skip Savery, met next. His snow budget has been expended and would like authorization for an additional \$25,000. This is the only budget that the state allows deficit spending in. after discussion, Dave motioned to allow the \$25,000, Judy 2nd; vote 3-0. Skip said he plans on using his Chapter money to pave about 1,700' of River Road and 1,000' of Cone Road. He was given the okay to have the grader taken to Joh Deere for the repairs.

Broadband Committee Issues was next on the agenda.

Judy addressed Tamarin Laurel-Paine regarding a letter she had published in the Country Journal. Judy referenced the 2/20/18 minutes which included Dave's discussion with Marin about committee parameters. Judy had previously address Marin directly regarding the duties of the committee. The objectives were clear and this letter soliciting input from nonmembers was a clear disregard of what the objectives of the committee were to be. It was disrespectful of the other committee members. Dave said he was pretty much shocked when he saw the letter. He also stated that any letters should be reviewed by all members and they all should agree as to the content, make sure it is accurate and does no harm to any individuals. Marin said the committee had not met yet and she felt this was the only time she could send the letter. Al agreed with Judy and Dave that she should not have sent the letter. Note that all appointed BBC members received a copy of responsibilities expected by the BOS.

Judy stated she had called the Attorney General's office with questions about this but was referred to town counsel, she did not follow with KP Law. Dave said he doesn't see how the committee can move forward and that Marin should resign. Judy asked what options were available and Dave said the only option is her resignation. Marin said she had a different perspective as the committee had not yet met and she felt she did no wrong. Marin stated she wanted to stay on the committee. After further discussion, Judy motioned to unappoint Marin from the committee, Dave 2nd; vote was 2-1 with Al dissenting from removing Marin. Al stated the info was in the minutes and public records.

Assessors to be on the agenda for the next meeting regarding request for funding for legal issue.

Dave motioned to adjourn, Judy 2nd; vote 3-0 and meeting adjourned at 8:40pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
MARCH 19, 2018

Meeting opened at 6:00pm

Present: Judith Hoag and Albert Sirard; David DiNicola, Chair on vacation
Duane Pease, Town Administrator (TA)

First item discussed was the appointment of a constable to replace Ed Vivier who recently passed. TA had spoken with Curt Robie, retired Town police officer. Curt is willing to be appointed to fill the remaining term. Judy motioned to appoint Curt, Al 2nd; vote 2-0 to appoint Curt.

Howard Knickerbocker has sent email to Selectboard regarding the unappointment of Marin at the last meeting. Al wants the email attached to the minutes of this meeting.

Laura Lafreniere and Marin Laurel –Paine, assessors, met with the Board regarding the Baker's appeal of their property tax. Assessors met with Karen Tonelli on Friday and since this case is now before the Appellate Tax Board it will be necessary for the assessors to retain legal counsel. They estimate the cost to be \$8,000-\$10,000. There was discussion as to who usually does appraisals and why this informal hearing has turned into a formal hearing. Assessors usually do the appraisals but not all assessors are allowed on the Baker's property, it will be necessary to hire an independent appraiser, the move to a formal hearing was recommended by the Dept. of Revenue.

Property owner, Kim Baker, said in the informal hearing requires the property owner to have the entire burden of proof as to why the value should be less and it is very rare to have a formal hearing on this issue. A formal hearing will require each to retain attorneys and increase costs. Laura said with an informal hearing there is no paper file and the parties just get the decision with no explanations. In the formal hearing there is a permanent record of the proceedings. Kim also said the assessors, specifically Laura, sent correspondence to his wife that was upsetting to her as she has an incurable terminal disease and he is the property owner and should have been sent to him.

There was continued discussion on these issues including having the prior 3rd party appraiser revisit the property and update the appraisal. No solution was agreed to at this meeting.

Maureen Sullivan questioned the stats of the "camp ground" on Cone Road. She was advised all appeals have been exhausted and the owners are attempting to sell the property.

The assessors then presented an article for the Annual Town Meeting Warrant increasing the monetary limits for the Senior Exemption. There was no opposition from the Board. Al did suggest they may want to lower the age to 65 from 70 as most are still working at age 65 and those that are not probably would benefit from the age reduction.

New Business: Donald Miller said the nieces of Jack Cobb would like a Selectboard member to call them with an update on the status of the property behind the Town Garage. They have heard discussions about eminent domain, the property be landlocked and would like to discuss. Judy said she would give them a call. And Dave can continue once he returns from vacation.

TA will contact webmaster and have the EMS position posted on the web site.

Eleanor Doyle wanted to know when the caucus was as she had not seen anything about it. She was advised the warrant was posted and the caucus is March 28th.

Judy motioned to adjourn, Al 2nd; vote 2-0 and meeting adjourned at 6:45pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
MARCH 26, 2019

Meeting opened at 6:00pm

Present: Judith Hoag; Albert Sirard; absent: David DiNicola, Chair who is on vacation
Duane Pease, Town Administrator (TA)

Warrants approved and signed; Payroll: \$18,402.44; Expenses: \$12,505.36

Minutes of 3/12/18 approved with changes on motion by Judy, Al 2nd; vote 2-0.

Minutes of 3/19/19 approved on motion by Judy, Al 2nd; vote 2-0

Mail reviewed: only new item was requested by Animal Control Officer for an update
Dog By-Law to be placed on Annual Town Meeting Warrant. Board will review and
discuss at next meeting.

Gateway proposed budget discussed next. Consideration of the “across the board”
percentage increase being equal for all towns and not based on the per student cost per
town for next school year, Middlefield’s school budget would see an increase of more
than 6% for the coming year based on the per student budgeting. There are pros and cons
for members of the district and would have to be voted on at each town’s Annual Town
Meeting, if one town rejected, it would fail and budgeting would return to the prior
assessment per student. This will be discussed further at a future meeting.

A Pole Hearing to be scheduled for April 9th, this hearing is requested by Eversource for
the Chester Road bridge replacement. Eversource will have to move 3 poles.

Ta gave update on the MEMA Mitigation meeting that was held on 3/23/18. PVPC is
preparing the mitigation plan.

Ta also informed Board he has been in contact with the local representative regarding
having the town designated a “Purple Heart Town.”

The ATM Warrant was reviewed next with Finance Chair, Joe Kearns. Article 3 was
reviewed and Board agreed with the recommendations. Article 4 spurred discussion
regarding the increase of \$5,000 requested by the Treasurer; this is a 50% increase. The
Board did not agree and there will be further discussion at the next meeting. Article 5 was
also questioned on \$15,000 budgeted for Town Counsel, this is the same amount as last
year when there was pending legal action regarding the “Camp Ground”. This has since
been resolved in favor of the town. The assessors have a pending action before the
Appellate Tax Board so the current request may be justified. Also, the Town no longer
has to pay into Social Security since it switched to OBRA thus resulting in a \$4,000
savings. Article 6 was agreed to with a more than \$5,000 reduction in requests.

Article 7 is the Highway Dept. requests; this will also be discussed at a future meeting. Article 8 included a \$1,214 increase for the Librarian requested by the Board of Trustees. Article 0 was reviewed and board agreed with requests and recommendations. Same with Articles 10, 11 and 12.

School budget items are for future discussion. The rest of the articles on the warrant were agreed to by the Board.

In Public Input, broadband Committee member, Maureen Sullivan, stated that committee chair was to submit a disclosure statement to Ethics. She also gave a letter to the Board that could be read at a later date but did involve a building permit issued prior to the closing of a ZBA hearing.

Judy motioned to adjourn, Al 2nd; vote 2-0 and meeting adjourned at 8:00pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

Judith Hoag

Albert Sirard



Town of Middlefield Board of Selectman

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SELECTBOARD MEETING

April 07, 2018

Board Members present: Chair David DiNicola and Judith Hoag

Regrets: Al Sirard

Attendees: Tax Collector Mary Ann T Pease, Treasurer Jane Thielen. Accountant Beverly Cooper, through speaker phone

Attendees: Marin Laurel-Paine and Jason Costa.

Meeting opened at 10:10

- Treasurer, Jane Thielen requested a raise of 50% over her current salary. Jane is considering resigning her position and is concerned that a replacement for her position would not be found at her current salary. She is caught up on 2017 receipts and is behind on getting Bev the current receipts. Jane is finding it impossible to complete the dozen tax titles that she is working on. She asked that the town hire someone else to do the tax title work. The requested 50% raise would cover an increase in the treasurer's salary and pay the expenses for tax title work.
- Suggestions were offered: By taking advantage of a Sofrite training that she could do on her computer, she could complete her work in half the time. Bev offered to help with the training. She could put in extra days till she was caught up. If the town has a bylaw that would support it, they could have an abutter's auction.
- Bev has been doing extra work to help out. By law, the accountant is not allowed to do both positions. The Selectboard will discuss this further at the full Board meeting on Monday.

A motion was made and seconded to adjourn the meeting at 11:00. Motion passed unanimously.

Respectfully submitted,

Suzanne C. Lemieux

SELECTBOARD MINUTES
APRIL 9, 2018

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator (TA)

Pole hearing at request of Eversource and Verizon: request to relocate two poles on Chester Road needed for the replacement of the Smart Brook Bridge. Esther Balardini represented Eversource. She explained the need for moving the poles and advised land owner there would be minimal impact to any vegetation. There were no questions to this request. Dave motioned to allow the poles to be moved, Judy 2nd; vote 3-0. Board signed the request. Dave motioned to close the Pole Hearing, Judy 2nd; vote 3-0 and hearing closed at 6:06pm.

Warrants reviewed and signed; Payroll: \$8,332.13; Expenses: \$23,621.09

Mail reviewed: letter from ZBA reviewed; there was confusion with Building Commissioner and ZBA when BC gave building permit while ZBA had yet to rule. ZBA would like better communication between boards and suggested they be notified by personal email, it was explained that if their person emails were used for Town business they could be susceptible to court order and all of their emails would be at risk. It was suggested that they contact Web Master and have ZBA email installed on their computers so they would have access to the Town email system.

Next item was the Assessor's request to have the Board approve the legal agreement so Assessors can proceed with the Appellant Tax case involving the Bakers. There was discussion and Al felt the Town would be spending money they did not have to as this could be concluded in an informal hearing rather than a formal hearing. Dave said the assessors are doing their job and he did not want to micromanage and the board should agree with the opinion of the assessors and recommendation of the DOR. Appointed assessor, Karen Tonelli, suggested this attorney as she has worked with her in the past and had great success. After further discussion, Dave motioned to accept the legal recommendation of the assessors with a \$5,000 cap, Judy 2nd; vote 2-1 with Al voting no.

Position of Emergency Medical Director had been posted on web site with no responses except for Ann Marie Visconti. Dave motioned to appoint her, Judy 2nd; vote 3-0.

Board okayed TA contacting roofing company to inspect Town Hall roof as it half way through its 20 year warranty.

Brief discussion of financial audit recommended by Tom Scanlon of Scanlon associates. Will discuss further at next meeting, article would have to be on ATM warrant to appropriate money for this audit.

Animal Control Officer, Terry Donovan, met with Board to discuss dog by-law she would like on the ATM. She explained, this would update the current by-law and bring the Town more in step with other towns in the area.

Board agreed and it will be placed on the ATM warrant.

ATM warrant was reviewed further, including increase sought by Treasurer. Dave and Judy met with financial heads on Saturday and treasurer explained the increase was not a raise but funds for someone to handle the Tax Title properties as she is far behind and does not see how she can do this. This will also discussed further by the Board.

Rest of ATM warrant was reviewed with no further changes or recommendations.

New business: Al said he had spoken with the Chester Fire Chief and they have 25 members and respond to two stations. The firemen are equipped with gloves, helmets and turnout gear. Not all are supplied with air packs as not all of the firemen would enter a burning building at the same time.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 8:32pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
APRIL 23, 2018

Meeting opened at 6:02pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed: payroll: \$190,473.84; Expenses: \$10,032.94 & \$2,593.49

Fire Chief, Ron Radwich, met with Board to review his request for Stabilization funding for items for the fire dept. under a federal grant he is pursuing. He has requested \$11,500 to be used for the purchase of 14 Scott Air Packs; this represents a 10% payment the grant requires. Currently, the dept. has 3 different air packs and the masks and tanks are not interchangeable. He could buy used but the grant only allows for the purchase of new equipment. There was discussion asking what the use would be, who does the training of the volunteers (in house), what is the town's liability if a mishap occurs without certified training. Board felt the dept. should retain a certified trainer for the dept.

Also discussed was the \$26,000 request for 4x4 2,000 gallon pumper with a pump. Again, the federal grant will only provide the funding for new equipment. If the Town is not successful in obtaining the grant the money will not be moved from the Stabilization Account. Ron stated the money will have to be available immediately if the dept. obtains the grant. The discussion then moved to the list of volunteers that Ron had submitted for the Town Report. Dave questioned how many actually show up to the meetings and what jobs they would perform at a fire. Ron said he assigns the duties to the firemen as he sees fit, he would only assign to jobs they are capable and trained to do.

Al advised he had researched the costs of generators for the Fire Station and Highway Garage and it will cost \$6,000 to buy for both buildings.

Minutes of April 9 were accepted on a motion by Judy, Dave 2nd; vote 3-0 after a discussion on the effects of various town boards, etc using their personal computers for town business.

Minutes of March 26 accepted on motion by Judy, Al 2nd; vote 3-0.

Minutes of April 7 accepted on motion by Dave, Judy 2nd; vote 3-0.

Mitigation contract with PVPC for \$7,500 accepted on motion by Judy, Al 2nd, vote 3-0.

TA then advised board that a number of articles needed to be included on the ATM warrant: \$25,000 to cover the overdrawn snow budget; \$60,000 to apply against the tax rater; \$25,000 to reimburse the Stabilization Account for the repairs to the grader; \$6,000 for the purchase of 2 generators and \$5,000 to cover the purchase of a portion of the Cobb property. These funds will come from the Certified Free Cash.

Under new business Dave stated there are future expenses the town will have to face; the purchase of the former landfill, more money for the gravel roads and the cost of providing high speed internet. He said that Curt Robie has started to work on a Capital Plan for the Finance Committee.

There will be a conference call on Friday at 11:30am with Peter Larkin regarding the high speed internet and the additional monies MBI may be willing to contribute if the Town chooses to go with Comcast. There was discussion on the proposed cost to the Town of \$231,000 and how it could be paid. More of this will be discussed during the call on Friday.

Doreen Black, Planning Board chair, asked to address the Board regarding the marijuana issues, retail and wholesale. She stated the Planning board is doing its homework and is also looking to the Selectboard, ZBA and Conservation for their expertise going forward. She would like to schedule a meeting of all in the near future. There was discussion regarding taxing, size of any approved operation, and liability of the Town. a meeting will be held on May 14th to address these issues.

TA advised that Sue Kelly of Adams Bank will be meeting with the Board on May 21st; she is their Municipal Finance representative.

Al motioned to adjourn, Dave 2nd; vote 3-0 and meeting adjourned at 8:35pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
APRIL 27, 2018

Meeting opened at 11:30am

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator
Also present: Curt Robie; Finance Committee

On the conference call were: Peter Larkin, MBI; Deborah Wagner, DOR and Matt Andre, DOR

Larkin explained the reason for the call was to advise the Town of what additional funding and loan arrangement could be made if the Town were to choose Comcast as its internet provider. MBI has put out a Flexible grant RFP to all providers that were interested in providing internet to the unserved towns and Comcast replied to provide services to Middlefield. After discussions with MBI, Comcast agreed to provide the required 96% coverage. This would cover 268 of the 280 homes in town. the cost of internet alone would \$69 a month.

Comcast would be willing to contribute \$268,000 to this build out; MBI would also contribute an additional \$231,000 that would leave the Town's contribution at \$231,000. The State would be willing to front the money to the Town and pay as Comcast completed certain objectives. DOR advised there were a number of ways the Town could pay back the loan over 10-15 years: deductions from the yearly "cherry sheet" payments, use Free Cash or take money from the Stabilization Account. The loan from the State would have a rate of less than 2%. The advantage of using Comcast would be it has a strong financial history and has been in business for an extended period, any costs in excess of the town's share would be borne by Comcast and they could offer high speed internet as well as phone and cable TV.

Curt Robie said that the governor and legislators are serious about education and technology and are willing to do what is necessary to bring the tech age to the unserved areas. If the areas that Comcast could not reach due to a lack of poles, could the town install the poles to reach these houses. The answer was yes.

Judy questioned the loan and interest rate and was advised it would be part of the State's revolving loan fund. She also questioned what other providers were available. Larkin said the Selectboard controls the decision as to who will be the provider but strongly recommended Comcast as they have operational sustainability. Matrix has provided some of the financials that MBI requested but not all. Also, Comcast is the only provider that has offered service to Middlefield that will not seek additional funding if the make ready costs rise.

The participants were thanked for there participation and the call was ended at 12:08pm.

Dave said he had spoken with a Montgomery Selectman and they are pleased with their agreement with Comcast and would be willing to share it with Middlefield. Dave also stated that the decision may be the Selectboard's but the Townspeople should have the final say.

Al said he liked the Comcast proposal as the town would not own or have to maintain the system.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 12:12pm

Audio tape of the meeting will be filed under Selectboard Minutes.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
MAY 7, 2018

Meeting opened at 6:12pm

Present: David DiNicola, Chair; Albert Sirard; absent: Judith Hoag
Duane Pease, Town Administrator

Warrants signed; Payroll: \$6,788.90; Expenses: \$55,404.53

Minutes of April 23rd approved on motion by Dave, AI 2nd; vote 2-0.
Minutes of April 27th approved on motion by Dave, AI 2nd; vote 2-0.

Zack Holt of Hampshire Council of Governments spoke to the Board about the advantages of the town using Hampshire Power to supply the town's electricity. Currently, Eversource charges .11421/kw and the Hampshire rate is .09. All other charges such as delivery, etc would remain the same. The town uses approximately 20,000 kw a year. This would give the town a fixed rate of supply over a contracted period varying from 12 to 36 months. There would be no change in rate depending on the season that Eversource charges. If the town opted to go with a green power supply, the cost would increase by about \$20/year. The billing would still be done by Eversource and the Hampshire Power service charge is included in the Hampshire charge. Holt said the Town would have to make a decision by June 22nd to be included in Hampshire Power. The Board thanked him for this information and would advise at a later date.

Steve Harris, who is the town's representative for the IT Grant told the Board he had attended a meeting today as to how the \$150,000 grant could be allocated. He said the Middlefield is requesting a cell phone booster for the Town Hall, a laptop computer for the Planning Board as well as covering the costs of placing the MBI service to the Town Hall underground. He is also recommending signing the Memorandum of Understanding between the Town and PVPC who is handing the grant. Dave motioned to sign, AI 2nd; vote 2-0 and Dave signed the MOU.

Highway Superintendent, Skip Savery, told the Board that he had originally spoke with Kathy Olsen regarding the Jack Cobb property soon after it was learned that a portion of the highway garage was on Jack's property. He made the call as he had previously met her, he explained what the town would like to do and she seem amicable to this. He explained the appraisal process and that a board member would be in contact with her.

Skip said he would be hiring Brennan Foley as summer help again this summer; he has worked well over the last two summers. He is also considering hiring Wayne Suriner as the 2nd summer help if Wayne would be willing to do it, if not, he would hire back the same person from last year.

Skip plans on paving a portion of River Road and Cone Road this summer. He also has contacted Lane Construction to have them give an estimate on the reclamation and paving of Skyline Trail so this can be submitted with the STRAP Grant the Town will be submitting. If approved, he would use the millings on some of the gravel roads in town. Line painting will also be included in the application.

Chester is the lead town for the Vocational Transportation bid and the Board was advised that Lecrenski Transportation will continue to transport for a 1.7% increase over last year. The Board agreed to this increase and TA will advise Chester.

Judy retained her Selectboard seat with a 91-21 margin at the Annual town Election.

Dave said that Worthington voted to have Comcast be their internet provider at their ATM; that means that Matrix will not be involved in providing Middlefield with high speed internet as it was dependant on Worthington being involved. Al said he doesn't see any other alternative other than Comcast for Middlefield.

Dave said that Dan Jacques attended the Middlefield ATM and would be willing to come speak to the town when a decision is made on our provider. He also said that Montgomery did not have to pay any additional monies for the Comcast service.

Board was also advised that PVPC would be holding a meeting on the cannabis issue on May 10th.

Dave motioned to adjourn, Al 2nd; vote 2-0 and meeting adjourned at 7:25pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albert Sirard

SELECTBOARD MINUTES
MAY 21, 2018

Meeting opened at 6:10pm

Present: David DiNicola, chair; Judith Hoag; Albert Sirard was absent
Duane Pease, Town Administrator (TA)

Adams Bank Senior VP of Government Banking, Sue Kelley, met with the Board. She had previously been employed by Unibank but was hired by Adams to develop their government banking operations. In the first year of her employment with Adams Bank she has 44 towns enrolled in various accounts. She outlined various options for town banking and suggested a consolidated trust fund. This fund allows towns to put their accounts into on trust while keeping the individual accounts separate, this pays a higher interest rate. There are also no penalties when the town has to withdraw monies from this account. If the State funds are deposited to this account it will generate an email that is sent to the Treasurer the next business day. There was continued discussion on interest rates, CD's and individual trusts such as the ones the Cemetery has. Sue would not recommend the town putting money into CD's as the interest rates can change during the life of the CD and the town would not be able to get the higher rate without being charged a penalty for the early withdrawal. The town funds are insured up to \$250,000 by the FDIC and Adams Bank insures balances over the \$250,000 with DIF. The Board found this meeting enlightening and thanked Sue for her attendance and information.

Warrants reviewed and signed; Payroll: \$15,065.31; Expenses: \$8,864.56.

Minutes not approved as Al was absent from today's meeting and Judy did not attend the 5/7/18 meeting.

Mail: letters of support for Middlefield's MassWorks Grant application were received from the Huntington and Chester Selectboards.

Howard Knickerbocker volunteered to digitalize various town records but he stated he does not have the authority to do so. He had previously completed what cemetery records were available. A lot of the records and history of the town were lost when Marge Batorski and Jack Cobb died as they kept them in their memories. There was discussion as to how Howard could do this legally, if it could be authorized by the board or Town Clerk, if some type of appointment would have to be made, etc. TA will check with Town Counsel for status of appointment.

TA advised Board that Patricia Baker had made request regarding a \$5,000 payment made to the Assessors. No payment for legal costs were made to the assessors and TA will advise of same.

Bids for diesel fuel for the Highway Dept. and propane bids for the Senior Center, Highway Garage and Fire Station will be sent to potential bidders as well as be posted in the Country Journal.

Board okayed closing the Town Hall on Saturday, May 26th for the long Memorial Day Weekend. TA will advise staff.

There are 3 properties that the town now owns through a Tax taking. They are large tracts of land and are located on Ryan Road, Town Hill Road and Chipman Road. The Treasurer is normally the Tax Title custodian and would handle the auctioning of these properties but in prior conversations with Board members she had said she didn't have the time. The Board inquired if the Tax Collector would be willing to do this as she holds the same position in Chester. Tax Collector had advised the TA she would be willing. Dave motioned to appoint, Judy 2nd; vote 2-0 and Tax Collector Mary Ann Pease appointed Tax Title custodian.

Brief discussion on the marijuana issue, but will be discussed more in depth later in the meeting.

TA advised the retired 2003 Tahoe Police Cruiser was auctioned off for \$2,200. After fees, the Town netted \$1,830.

The Purple Heart Truck Run will be in Middlefield on June 23rd; it should be arriving around 11am. They will stop at Bell Cemetery to honor Elijah Churchill, 1st recipient of the Badge of Military Merit (now known as the Purple Heart). Discussion on various topics surrounding welcoming, providing refreshments, possible participation of the Dragoons, Churchill's Revolutionary War army unit. More will be confirmed as the date draws closer.

New Business: Dave discussed the request of ZBA member, Mary Courtney to speak with Town Counsel. This is in regard to the marijuana issues before the Planning Board. Dave motioned to allow, Judy 2nd; vote 2-0.

Dave has reviewed the 50 page appraisal of the late Jack Cobb's property and found it very complete. The value of the property to be taken by Eminent Domain was \$4,500. Dave has spoken with Jack's niece and she is in agreement on the value. Dave motioned to proceed with the taking, Judy 2nd; vote 2-0. TA will forward documents to Town Counsel for review.

In discussion with Jack's niece, Dave learned there was never any offer of gifting the land to the town and that the niece had been in contact with the appraiser.

Last issue discussed was marijuana. Jason Costa is attempting to cultivate an outdoor marijuana grow, this would be a small plot and subject to the Cannabis Control Commission's rules for growing, security, etc. He provided the Board with a draft Host Agreement for review. He is scheduling a Community Outreach meeting in June. He

would provide tax revenue to the town as well as additional revenue for community projects. There would also be local employment hired for the build out. The revenues from the project would be subject to audit and he would provide the town with a copy or the town could hire an auditor of its own to review the finances. The state Cannabis Control Commission has very strict rules for growers to follow and this includes from seed to sale regulations.

There was continued discussion and Planning Board Chair, Doreen Black, said that the town could enter into a Host Agreement even with the moratorium in effect. Judy acknowledged the town voted 61-39 in favor of legalizing marijuana but the moratorium shows they want to take a closer look at it. Dave did not see an economic boost for the town and has a fear of legal repercussions if others want to come into town and do the same. Jason said that one size does not fit all and this would do something positive for all.

Dave motioned to adjourn, Judy 2nd; vote 2-0 and meeting adjourned at 8:20pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

SELECTBOARD MINUTES
JUNE 4, 2018

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator (TA)

Board reorganization: Judy motioned to reappoint Dave as chair, Al 2nd; Dave agreed to retain chair; vote 3-0.

Warrants reviewed and signed; Payroll: \$11,217.50; Expenses: \$37,876.74

Minutes of May 7th accepted on motion by Dave, Al 2nd; vote 2-0. Judy abstained as she was not present at the meeting.

Minutes of May 21st accepted on motion by Judy, Dave 2nd; vote 2-0. Al abstained as he was not present at the meeting.

No new mail to review.

Purple Heart update: Judy advised she has been in contact with Add-A-Sign who was recommended by Brian Willette as doing many of the Purple Heart signs in the state. Brian is the Mass Rep. for Purple Heart activities for Massachusetts. The signs will be paid for using the Selectboard Expense.

The Purple Heart Truck will be leaving the Vet Center in West Springfield at 11am and should arrive at Bell Cemetery by noon. There will be a police escort for the truck and any participants that will be with the truck. Dave and Al may also ride their motorcycles in the procession. There will be a ceremony recognizing Elijah Churchill as well as the office designation of Middlefield as a Purple Heart Community.

A reception in the Town Hall will follow, a group has got together to plan this part of the event in regard to foods, drinks, etc.

Brent LeBeau, Broadband Chair, advised the Board his committee had a short list of players regarding high speed internet for the Town. They had eliminated WiValley, Spectrum and Crocker leaving Comcast, Matrix and Whip City. When Worthington eliminated Matrix voted against Matrix that also took Matrix from town. The committee is attempting to get a Whip City to answer a few questions and are awaiting their response. Comcast is a for profit corporation and would own and operate the system, Whip City would be owned by the town and the town would be responsible for paying for upgrades, maintenance, operations, etc.

There was further discussion, Dave said the committee has done a good job given the short period of time they were given to bring a summation to the town. Sherri Venditti wanted to know what additional funding was available if the town went with Comcast,

she was advised MBI would add another \$231,000 to our allotment and what the rationale was for MBI promoting Comcast. Dave said that MBI considered their longevity, sustainability and financial strength. Sherri also questioned if there had been any push back by the town to increase funding if the town owned and operated the system, this would level the playing field. The actual Comcast bill would be higher than the \$69 advertised as there would be rental fees for equipment, increases for faster speeds, etc.

Maureen Sullivan, committee member said she is awaiting the additional information requested from Whip City and there are two big issues for the Town: Broadband and Cannabis. Perhaps the potential cannabis revenue stream could be used to offset any costs associated with a town owned system.

Marijuana was next item on the agenda. The Planning Board has been very active in arranging group meetings with the ZBA, Selectboard and Conservation. A number of questions have come up and were presented to Town Counsel and those answers created more questions. Mary Courtney of ZBA has been the contact person with Town Counsel. There are issues with by-laws and ordinances, the town voted in favor of legalizing marijuana but it has the right to restrict or modify according to counsel. There was further discussion and any retail sale would only be allowed in the business district. Fees charged for wholesale growing would be negotiated in the host agreement with agreed upon renewal terms and renegotiation. The Planning Board has another joint meeting scheduled for the 6th and there is a Community Outreach Meeting on the 7th. This meeting is a required scheduled meeting by Keystone Bluff, LLC where they will make a presentation to the townspeople. Jason Costa, principal of Keystone said the neighboring Town of Chester is actively soliciting marijuana businesses.

New Business: TA checked if there would be any penalties/fines if Town went with Hampshire Power and then returned to EverSource at a later date. No penalties involved.

TA provided agreement for the Tax Collector regarding the replacement of the State's tax program. Tax Collector had previously met with the Board and explained the agreement and costs. There is no fee for the first 2 years as the collectors membership fees will pay the costs.

Special Town Meeting scheduled for June 27 at 7pm.

Short discussion on appraisal for form landfill, TA will follow with appraiser. Appraisal for Cobb property and landfill were given to same appraiser, TA had advised appraiser it was necessary to have the Cobb property done first.

Judy questioned if signs could be put up on Skyline Trail warning of the Chester Road intersection. Vehicle exiting Chester Road have difficulties seeing traffic coming from their right. Also, if a sign could be put up on River Road advising of children. Highway

Superintendent, Skip Savery, said he could install the signs, he would put up a "Caution children sign on River Rd.

Dave said the Cemetery CD is coming due and there are better renewal rates in some of the local banks and should not just be rolled over. He said the treasurer should be looking to maximize the returns on all of the towns' accounts.

Public input: Sherri Venditti said the Building Commissioner has not taken any action regarding a camper that is in violation of the by-laws. He should act on the complaint. Dave said unless there is a written complaint he would not act. There was brief discussion as Sherri said the by-law is there for a reason.

Sherri also said the Heritage Society and the Wild and Scenic Westfield River groups recently had an event in the auditorium and Carol Waag was unable to stream her video, it started, stopped and then only the audio was working. She questioned if the speed the public wireless has was the cause of this. Judy said she would contact Carol.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 7:50pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
JUNE 4, 2018

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator (TA)

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Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 7:50pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
JUNE 18, 2018

Meeting opened at 6:03pm

Present: David DiNicola, Chair; Albert Sirard; Judith Hoag arrived at 6:08pm
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$16,043.28; Expenses: \$13,545.26.

Bid opening for diesel fuel and propane.

Diesel: only one bid received; Mirabito bid \$1.9489/gal delivered, all taxes included.
After brief discussion, Judy motioned to accept, Dave 2nd; vote 3-0. TA to advise Mirabito.

Propane: one bid received from Amerigas but bid was not a fixed price as directed in the bid request. Bid was rejected and TA will check with current provider as no bid received.

Selectboard meeting suspended and Board of Health Meeting opened at 6:30pm on motion by Judy, Al 2nd; vote 3-0.

Selectboard meeting reconvened at 7:30pm.

Andy Myers, chair of the Hilltown Collaborative and also involved in the change of the budget of the Gateway Regional School spoke to the board about the MARS bills that have been presented to the town for payment. It was agreed that the bills would be split 7 ways with the 6 GRSD towns and Gateway each paying an equal share. After much discussion regarding the positive results of the MARS meetings, the addition of an all day pre-school which they hope will draw young families to the area Dave motioned to pay Middlefield's portion, Judy 2nd; vote 3-0.

Highway Superintendent, Skip Savery met with the board, he has ordered signs for the Chester Road intersection and Children playing on River Road. He also informed the board of an accident on Friday night on Chester Road. The car went down and embankment and the driver did suffer injuries but not known how serious. Skip has contacted Commonwealth Guardrail to give a quote on placing guard rail in that are. It will be paid with Chapter 90 funds.

Paperwork authorizing the town's share of the Economic Development Director was signed by Dave.

Minutes of June 4th approved with changes on motion by Dave, Judy 2nd; vote 3-0.

Mail: report received from Independent Roofing on condition of Town Hall roof; roof is in good condition but should be power washed. Roof is 1-0 years old and half way through its guaranteed life.

Board received an acknowledgement of becoming a Purple Heart Community from the Mass Senate courtesy of our senator, Adam Hinds..

Ne business: Judy recommended Wayne Suriner for the vacant maintenance position; he could do some of the work at the Senior Center. She had asked him if he'd be interested and he said yes. Judy motioned to appoint Wayne for the remainder of this year and next year also, Dave 2nd; vote 3-0.

Dave spoke with Sue Kelly, Adams Bank regarding the interest rate and switching some of the accounts to Adams Bank.

TA advised there will be a meeting next week to make the appointments for FT'19.

Also, TA said the Slocum lot should also be included in the Tax Title auction, this is not in tax title but owned by the Town since the 1030's. This parcel is landlocked and the recent timber inspection found the timber is not worth harvesting. There should be interest form abutting land owners in Middlefield as well as Chester since this parcel straddles the Town lines. Al motioned to include, Judy 2nd; vote 3-0. TA will advise Tax Title custodian of this addition.

Dave motioned to adjourn, Judy 2nd; vote 3-0 and meeting adjourned at 8:45pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, chair

Judith Hoag

Albert Sirard

Board of Health Meeting
Minutes of 6/18/18

All present from Selectboard meeting and meeting opened at 6:30pm.

Board met with Health Agent Jackie Duda. Jackie informed board that she is retiring from her fulltime job as Health Agent in Easthampton on July 19th and will not be available in September and October as she will be traveling to Spain. She will arrange coverage through some of her peers and will give names and phone numbers to the board.

Jackie had concerns about 166 Skyline Trail, the Town owns this house but it is not secured. She suggested padlocking the doors so no one could enter. This could be a liability to the town if someone entered and was injured. She also said that 6 Skyline Trail, Dowsey property was condemned by her a couple of years ago. She had contractors inspect the house for possible receivership but the cost of rehabbing was more than could be recouped. It is currently in Tax Title and at some point, the town may take ownership. There was discussion of options and costs. The lot is about 5 acres and is in a desirable location but not sure if the town would break even if it were taken down and the land sold.

Jackie recommended changes to the price structure of various BOH costs:

1. change the fee from \$30 for installer permit and \$40 for pumping permit to \$50 for both;
2. installation or repair of the whole septic system, raise the inspection fee from \$90 to \$100;
3. witnessing perc tests from \$100 for 2 hours and \$25 for every hour in excess to \$200 for the first 4 hours and \$50 for each hour in excess of that;
4. food permits: currently she does not charge as there are only 2 permits used on a regular basis, COA and Azure Green. She also inspects the food vendors at the fair and there is no charge for that.

After discussion, Dave motioned to raise the fees as the above and not charge for the food permits, Judy 2nd; vote 3-0.

Jackie said it is not a good idea not to witness the Title 5 inspections, there is not a problem with most inspectors but occasionally an issue arises and on-site inspecting would eliminate that. It also allows the agent to see other issues that may be present that are not reported such as sinks and toilets not located in the house but may be in a garage.

Board determined That the T.S. Did NOT
Have to Be Witnessed By Agent at this
Time.

Jackie said the Board can make reasonable regulations and she would be willing to work with the Board on these.

Lastly, she questioned the policy on trailers, trailers are allowed in the housing code but not allowed by the Town's by-laws. Only use allowed is for rehabbing a current residence and there must be evidence of proper disposal and potable drinking water.

The board thanked Jackie for her input and information. Dave motioned to adjourn the BOH meeting, July 2nd; vote 3-0. Meeting adjourned at 7:30pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

The image shows three handwritten signatures in cursive ink. The first signature is for David DiNicola, the second for Judith Hoag, and the third for Albert Sirard. The signatures are written over the printed names of the individuals.

SELECTBOARD MINUTES
JUNE 25, 2018

Meeting opened at 6:10pm

Present: David DiNicola, Chair; Albert Sirard; Judith Hoag attending via phone.
Duane Pease, Town Administrator

Meeting held to make annual appointments and to make appointments for expiring members of 3 year boards/commissions/committees.

Highway Superintendent, Skip Savery, spoke with the board briefly regarding having guardrail installed on Chester Road, he will be using his Chapter 90 monies and board signed off on request.

Appointments made for all yearly positions on motions by Board members and 2nds with exception of Assistant Electrical Inspector as board member Al Sirard was voted to position on motion by Dave, Judy 2nd; vote 2-0.

Appoint sheet is attached to minutes.

Three year appointments made on motions and 2nds by board members, with exception of the Historical appointments. Judy to check on 3 candidates and advise at next meeting if they will accept.

Appoint sheet attached to minutes. 3 year appointments are in bold print.

Police Chief, Tom Austin, was questioned by Dave if he needed the three police officers. Tom said yes, they respond to 911 calls, work the Fair and do patrols. Dave questioned the future of the department as Tom will be forced into retirement in a little over a year.

Dave motioned to adjourn, Al 2nd ; vote 3-0 and meeting adjourned at 6:41pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albert Sirard

Judith Hoag

Appointed Boards FY 2019

Agricultural Commission (3 yrs)	Cheryl Harper	2019
	(unfilled)	2016
	Maureen Sullivan	2020
	Mitchell Feldmesser	2020
	Glennis Austin	2021
Communications Committee (3 yrs)	Steve Harris - Chair	2019
	Leanne Every	2020
	Joseph Kearns	2021
Conservation Commission (3 yrs)	David Fuller	2019
	Mitch Feldmesser	2019
	Kim Baker	2020
	Wayne Main	2020
	Carol Waag	2021
Council on Aging (3 yrs)	Lois Bell, Chair	2019
	Sharon Barry	2019
	Crystal Main	2020
	Laura Lafreniere	2020
	Judy Hoag	2021
	Noreen Suriner	2021
	Priscilla Suriner	2021
Cultural Council (3 yrs)	Chris Bresnahan	2019
	Suzanne Lemieux	2019
	Eleanor Doyle	2021
	Andrea Tosi	2021
	Christine Ciosek	2019
	Kathleen Rock Nakaya	2020
	Sharon Barry	2020
Historical Commission (3 yrs)	Tim Pease	2019
	Rita Docktor - alt.	2019
	Vacant	2020
	Bill Denault	2020
	John Savery	2020
	Jane Craker	2021

	Julian Craker	2021
Registrars of Voters (1 yr.)	Suzanne Lemieux	2019
	Lois Bell	2019
	Anita Myers	2019
	Tamarin Laurel-Paine	2019
Town Center Committee (1 yr.)		
	Mitch Feldmesser	2019
	Judy Hoag	2019
	Dale Hoag	2019
	Maureen Sullivan	2019
	Jay Swift - Chair	2019
	Carol Waag	2019
Zoning Board of Appeals (1 yr.)	Maureen Sullivan	2019
	Mary Courtney	2019
	Terry Crean	2019
Alt	Jay Swift	
Alt	Mitch Feldmesser	

Annual Appointments

FY 2019

Position	Appointee
Accountant	Beverly Cooper
Town Administrator	Duane Pease
Alarm/Oil Burner Inspector	Larry Pease
Alarm/Oil Burner Inspector	Ron Radwich
Animal Control Officer	Terry Donovan
Animal Inspector	Terry Donovan
Assistant Town Clerk	Lois Bell
BOH Agent	Jackie Duda
Building Commissioner	William Girard
Building Comm. - Alt	Gary Danko
Building Handyman	Wayne Suriner
Civil Defense Warden	Larry Pease
Civil Def Warden - Asst.	Tomas Austin Kopelman & Paige
Counsel	
Custodian	Crystal Main
Electrician	John Savery
Electrical Inspector	Eric Main
Elect. Inspector (Asst.)	Albert Sirard Ann Marie
Emergency Preparedness	Visconti Ann Marie
EMS	Visconti
Fire Chief - Deputy	Larry Pease
Fire Chief & For. Warden	Ron Radwich
Gas Fitting Inspector	William Zeitler
Highway Employee	Chris Isner
Highway Employee	Matt Radwich
Highway Supervisor	Skip Savery
Hilltown CDC	
HPHPC Representative	Duane Pease
HRMC Representative	Joseph Kearns
Lumber Surveyor	
Meal Coordinator (COA)	Suzanne Lemieux
Minutes Secretary	Suzanne Lemieux

Pest Control - Elm	
Pioneer Valley Planning	Cam McNeill
Pioneer Valley PC - Alt	
Plumbing - Alternate	
Plumbing Inspector	William Zeitler
Police Chief	Thomas Austin Jenny Austin
Police Officer	Dion
Police Officer	Bob Hoynoski
Police Officer	Matt Radwich
Police Officer	
Recycling Attendant	Wayne Suriner
Recycling Coordinator	Joseph Kearns
Tax Collector	Mary Ann Pease
Treasurer	Jane Thielen Northampton Vets
Veteran's Agent	
Web Site Administrator	Steve Harris
Westfield River	Carol Waag
Westfield River - Alternate	
Westfield River - Alternate	
Wired West - Delegate	Joseph Kearns
Wired West - Alternate	
Wood Bark Measurer	
ZBA - Alternate	Mitch Feldberg
ZBA - Alternate	Jay Swift