

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 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

SELECTBOARD MINUTES
JULY 2, 2019

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Albert Sirard; Judith Hoag absent but available by phone if necessary.

Duane Pease
Town Administrator

Warrants reviewed and signed; Payroll: \$10,787.10; Expenses: \$7,936.88 and \$2,371.55

Minutes of board of Health meeting approved with minor changes on motion by Al, Dave 2nd; vote 2-0.

Minutes of Selectboard meeting approved on motion by Dave, Al 2nd; vote 2-0.

Mail reviewed: only significant mail was letter from MIIA stating the Town earned \$1,859 in credits.

Delayed propane bid received from George Propane, reason for delay was Town Administrator email bid request to mistyped email address. Prior bid from Amerigas was rejected as it did not give firm price bid but market price. Bid from George was \$1.695/gal, this is somewhat higher than last year. Dave motioned to accept, Al 2nd; vote 2-0 and TA will advise George of bid acceptance.

Judy had provided the names of Jane and Jillian Craker and Bill Denault as candidates for the Historical Commission. Al motioned to appoint, Dave 2nd; vote 2-0. TA will advise of appointments.

Brief discussion regarding ATM vote to transfer from Free Cash to Stabilization if it had been done yet; will have to check with Treasurer.

Al motioned to adjourn, Dave 2nd; vote 2-0 and meeting adjourned at 6:17pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albrt Sirard

SELECTBOARD MINUTES
JULY 16, 2018

Meeting opened at 6:00pm

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

Warrants reviewed and signed; Payroll: \$12,067.66; Expenses: FY'18 \$24,571.58; FY'19 \$85,273.44 and \$19,050.51.

Minutes of 6/25/18 approved on motion by Judy, AI 2nd; vote 3-0.

Minutes of 7/2/18 approved on motion by Dave, AI 2nd; vote 2-0, Judy absent from that meeting.

Mail: nothing of significance. TA advised sale of Transfer Station Permits has resulted in \$8,120 to date.

Fire chief, Ron Radwich, met with the board. He received the grant to purchase 14 air packs but not for the 4 wheel drive tanker truck. The air pack grant is for \$86,667 and the ATM approved the \$11,000 transfer from stabilization to pay for the Town's share. The masks will need to be fitted and members will have to be trained in the proper use. There was also discussion regarding the installation of the generator at the Fire Station, Ron had saved some of his budget to help defray the installation. AI will contact John Savery to find out where is on completing the installation. Dave also mentioned that members speed through the center of town when responding to calls and that is dangerous. They need to use due diligence to avoid possible accidents. Ron will talk to his volunteers.

Next item discussed was the marijuana ongoing situation regarding host agreements and Planning Board's (PB) development of By-Laws. Judy suggested the Board has not responded to the applicants draft host agreement and even though they may expect a response it seems to be a premature to respond as the Selectboard does not have the guidance of potential By-Laws from the PB. Also, the board has to determine what is negotiable within the host agreement. How does the Town and citizens justify the costs associated with the growers, where do donations go, etc.? Until the moratorium is lifted, no decisions can be made. The board may want to review host agreements that other towns have adopted or accepted.

The PB sent out a questionnaire with the recent tax bills and the results are still being compiled. It would be beneficial if the PB, ZBA and Selectboard all met to further discuss the progress of the By-laws.

New business: Dave said he had been in contact with Berkshire Bank regarding the town's accounts. The interest rates we are receiving are well below what is now available in other banks. He suggested the Board write a letter to the Treasurer, Jane, with date specifics to have the funds transferred to higher producing interest rates. Bev has been in discussions with some banks and the money market fund interest rates are very close to the C.D. rates. Any penalties would be offset by the higher rates.

The only Selectboard meeting in August will be on the 27th. The Broadband Committee will be on the agenda for the July 30th meeting. TA will put the Cannabis meeting notice on the outside sign.

Public input: Sherri Venditti, said when the BSO runners came through town one of the runners attempted to stream the World Cup soccer and it kept buffering and he was not able to view it. She questioned why the speed was slow and since this is a service to the town was there a need to upgrade the router, increase the speed, etc. TA will check with Steve Harris regarding costs. There was continued discussion on the use of the library portion of the wireless internet.

Also noted, the campers/trailers from the Cone Road property that was involved in legal issues are removed.

Dave motioned to adjourn, July 2nd; vote 3-0 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

Albert Sirard

SELECTBOARD MINUTES
JULY 30, 2018

Meeting opened at 6:00pm

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

Warrants reviewed and signed; Payroll: \$14,770.16; Expenses: \$241,741.98

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

DOER Green Grant contract approved and signed by Dave on motion by Judy, Al 2nd;
vote 3-0.

Veteran's Agent contract approved and signed by Dave on his motion, Judy 2nd; vote
3-0.

Highway Superintendent, Skip Savery, met with the Board. He is having a person come
and advise on the fencing to be installed on the property of the late Jack Cobb. Feels a
10' fence across the rear of the property would shield the view of the highway garage
and storage containers and maybe an 8' fence down the side. There was discussion on
the type of fence, etc. He will get various designs and bring them back to the Board.

Dave questioned if the Town should send letters to the owners of driveways that have
material wash into the road after heavy rains. Skip said one of them is getting their
driveway paved and another is moving. Judy wanted to know when the Purple Heart
signs would be going up, Skip said he has ordered the posts and will install them when
the posts arrive. He has put up signs on River Road (Caution Children) and one on
Skyline Trail just before the intersection of Chester Road (dangerous intersection).
He will order another entering Middlefield sign to install on Skyline similar to the one as
you enter town from Peru. There will be no indication of population.

Email from PVPC stating the CDBG was approved, this included monies for the
demolition of the former General Store and adjacent house. TA called PVPC and spoke
with Ted Harvey who is handling the grant in Erica's absence as she is on maternity
leave. He advised all she submitted was approved.

Selectboard meeting moved to auditorium to hear the Broadband Committee's
presentation.

Broadband committee is chaired by Brent LeBeau and members Maureen Sullivan and
Jay Swift were in attendance. Brent stated the committee was formed to review the
various proposals submitted for the Town's high speed internet. They had 11 meetings
over 5 months and reviewed Charter, Comcast, Crocker, Matrix, Whip City (Westfield
Gas & Electric) and WiValley proposals.

Charter a lot of unknowns and never submitted a formal proposal to the committee; Crocker involved a large town money commitment; Matrix was contingent on Worthington and Worthington opted not to go with Matrix; WiValley offered a unique hybrid fiber/wireless proposal but had no speed guarantee. The committee could reconsidered after seeing how their plan works out in some other towns.

It came down to Comcast (CC) and Whip City (WC); subscriber costs vs tax costs. The committee prepared a PowerPoint presentation. (Attached)

Maureen spoke next and stated the 2 companies are unlike each other. CC is a publicly traded company and WC is a municipal electric company that provides Westfield with their power and gas and more recently has branched out as WC to install fiber to the home.

CC has an infinite number of options including cable tv, phone and internet. The committee focused on just the internet and phone operations. WC offers only internet and phone. CC would require the Town to borrow \$231,340 and CC would own the network and the Town's MBI money would be used for a portion of the buildout. The internet speed would not be guaranteed. WC would require borrowing \$1 million, they have one speed 1gig down and 1 gig up.

Tax increases were shown for both proposals. CC was based on a 10 year loan @5%, this would result in tax increase of \$90/year on a 200k home. WC would be a 20 year loan and if fully taxpayer funded would result in a \$273 tax increase on a 200k home.

The committee also had WC proposals showing a 50% taxpayer funded and 50% user funded and a 25% tax funded and 75% user funded. These figures can be found on the attached PowerPoint.

There was extended discussion regarding make ready charges, towns obligation for insurance, repairs, additional costs for managing the WC system, advantages of all fiber from WC vs fiber/copper from CC. Fiber doesn't deteriorate as the copper lines would, WC has one charge and no equipment fees, CC charges for the modem and if the user opted for tv there are also charges for the cable boxes. Dave said he had to do a lot of fact checking on the numbers and he would have Bill Enin of MBI at an upcoming meeting the say if it's right or not. He can also address the financing, feasibility and sustainability of the systems.

Jay said that in the end it is going to cost more to the user if Comcast is the provider and the costs will lower as the term of the borrowing lessens and then is paid off. He said he could get a member of the Mount Washington selectboard come to a meeting to explain how their system works, satisfaction, costs, etc.

A few questions were asked by the audience including what would happen if the town were not able to sustain the system, would the state bail us out. What would the impact of new technology be if users opted to leave the system for the new technology.

There was continued talk on the impact on the tax rate with Jay and Maureen saying it would have no or minimal impact on the taxes as the system would be 75% funded by the subscriber fee.

The committee was thanked for their hard work and diligence and will meet with the Selectboard prior to holding an informational meeting with the residents.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 9:00pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

TOWN OF MIDDLEFIELD, MASSACHUSETTS

13-Aug-18

Prepared by UniBank Fiscal Advisory Services, Inc.

\$66,754,129 - FY18 valuation

OPTION 1 - ten one-year notes followed by a five-year fixed rate, fixed payment serial note

date of issue	par amount of issue	rate	date of maturity	interest payable	paydown of principal	amount to be renewed	issuance costs	annual appropriation	tax rate impact	
							\$6,000	\$6,000	\$0.09	FY19
01-Oct-18	\$1,100,000	3.00%	01-Oct-19	\$33,000	\$66,000	\$1,034,000	1,000	100,000	\$1.50	FY20
01-Oct-19	1,034,000	3.50%	01-Oct-20	36,190	\$62,810	971,190	1,000	100,000	\$1.50	FY21
01-Oct-20	971,190	4.00%	01-Oct-21	38,848	\$60,152	911,038	1,000	100,000	\$1.50	FY22
01-Oct-21	911,038	4.00%	01-Oct-22	36,442	\$62,558	848,479	1,000	100,000	\$1.50	FY23
01-Oct-22	848,479	4.00%	01-Oct-23	33,939	\$65,061	783,418	1,000	100,000	\$1.50	FY24
01-Oct-23	783,418	4.00%	01-Oct-24	31,337	\$67,663	715,755	1,000	100,000	\$1.50	FY25
01-Oct-24	715,755	4.00%	01-Oct-25	28,630	\$70,370	645,385	1,000	100,000	\$1.50	FY26
01-Oct-25	645,385	4.00%	01-Oct-26	25,815	\$73,185	572,201	1,000	100,000	\$1.50	FY27
01-Oct-26	572,201	4.00%	01-Oct-27	22,888	\$76,112	496,089	1,000	100,000	\$1.50	FY28
01-Oct-27	496,089	4.00%	01-Oct-28	19,844	\$78,656	417,432	1,500	100,000	\$1.50	FY29
01-Oct-28	417,432	6.00%	01-Oct-29	25,046	83,486	333,946	0	108,532	\$1.63	FY30
01-Oct-29	333,946		01-Oct-30	20,037	83,486	250,459	0	103,523	\$1.55	FY31
01-Oct-30	250,459		01-Oct-31	15,028	83,486	166,973	0	98,514	\$1.48	FY32
01-Oct-31	166,973		01-Oct-32	10,018	83,486	83,486	0	93,505	\$1.40	FY33
01-Oct-32	83,486		01-Oct-33	5,009	83,486	0	0	88,496	\$1.33	FY34
01-Oct-33	0		01-Oct-34	0	0	0	0	0	\$0.00	FY35
01-Oct-34	0		01-Oct-35	0	0	0	0	0	\$0.00	FY36
01-Oct-35	0		01-Oct-36	0	0	0	0	0	\$0.00	FY37
01-Oct-36	0		01-Oct-37	0	0	0	0	0	\$0.00	FY38
01-Oct-37	0		01-Oct-38	0	0	0	0	0	\$0.00	FY39
01-Oct-38	0		01-Oct-39	0	0	0	0	0	\$0.00	FY40
				\$382,070	\$1,100,000		\$16,500	\$1,498,570		

TOWN OF MIDDLEFIELD, MASSACHUSETTS

13-Aug-18

Prepared by UniBank Fiscal Advisory Services, Inc.

\$66,754,129 - FY18 valuation

OPTION 2 - ten one-year notes / full retirement of the \$1,100,000

date of issue	par amount of issue	rate	date of maturity	interest payable	paydown of principal	amount to be renewed	issuance costs	annual appropriation	tax rate impact	
							\$6,000	\$6,000	\$0.09	FY19
01-Oct-18	\$1,100,000	3.00%	01-Oct-19	\$33,000	\$101,000	\$999,000	1,000	135,000	\$2.02	FY20
01-Oct-19	999,000	3.50%	01-Oct-20	34,965	\$99,035	899,965	1,000	135,000	\$2.02	FY21
01-Oct-20	899,965	4.00%	01-Oct-21	35,999	\$98,001	801,964	1,000	135,000	\$2.02	FY22
01-Oct-21	801,964	4.00%	01-Oct-22	32,079	\$101,921	700,042	1,000	135,000	\$2.02	FY23
01-Oct-22	700,042	4.00%	01-Oct-23	28,002	\$105,998	594,044	1,000	135,000	\$2.02	FY24
01-Oct-23	594,044	4.00%	01-Oct-24	23,762	\$110,238	483,806	1,000	135,000	\$2.02	FY25
01-Oct-24	483,806	4.00%	01-Oct-25	19,352	\$114,648	369,158	1,000	135,000	\$2.02	FY26
01-Oct-25	369,158	4.00%	01-Oct-26	14,766	\$119,234	249,924	1,000	135,000	\$2.02	FY27
01-Oct-26	249,924	4.00%	01-Oct-27	9,997	\$124,003	125,921	1,000	135,000	\$2.02	FY28
01-Oct-27	125,921	4.00%	01-Oct-28	5,037	\$125,921	0	0	130,958	\$1.96	FY29
01-Oct-28	0		01-Oct-29	0	0	0	0	0	\$0.00	FY30
01-Oct-29	0		01-Oct-30	0	0	0	0	0	\$0.00	FY31
01-Oct-30	0		01-Oct-31	0	0	0	0	0	\$0.00	FY32
01-Oct-31	0		01-Oct-32	0	0	0	0	0	\$0.00	FY33
01-Oct-32	0		01-Oct-33	0	0	0	0	0	\$0.00	FY34
01-Oct-33	0		01-Oct-34	0	0	0	0	0	\$0.00	FY35
01-Oct-34	0		01-Oct-35	0	0	0	0	0	\$0.00	FY36
01-Oct-35	0		01-Oct-36	0	0	0	0	0	\$0.00	FY37
01-Oct-36	0		01-Oct-37	0	0	0	0	0	\$0.00	FY38
01-Oct-37	0		01-Oct-38	0	0	0	0	0	\$0.00	FY39
01-Oct-38	0		01-Oct-39	0	0	0	0	0	\$0.00	FY40
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				\$236,958	\$1,100,000		\$15,000	\$1,351,958		

TOWN OF MIDDLEFIELD, MASSACHUSETTS

13-Aug-18

Prepared by UniBank Fiscal Advisory Services, Inc.

\$66,754,129 - FY18 valuation

OPTION 3 - one ten-year fixed rate, fixed payment serial note / full retirement of the \$1,100,000

date of issue	par amount of issue	rate	date of maturity	interest payable	paydown of principal	amount to be renewed	issuance costs	annual appropriation	tax rate impact	
							\$6,500	\$6,500	\$0.10	FY19
01-Oct-18	\$1,100,000	5.00%	01-Oct-19	\$55,000	\$110,000	\$990,000	0	165,000	\$2.47	FY20
01-Oct-19	990,000		01-Oct-20	49,500	110,000	880,000	0	159,500	\$2.39	FY21
01-Oct-20	880,000		01-Oct-21	44,000	110,000	770,000	0	154,000	\$2.31	FY22
01-Oct-21	770,000		01-Oct-22	38,500	110,000	660,000	0	148,500	\$2.22	FY23
01-Oct-22	660,000		01-Oct-23	33,000	110,000	550,000	0	143,000	\$2.14	FY24
01-Oct-23	550,000		01-Oct-24	27,500	110,000	440,000	0	137,500	\$2.06	FY25
01-Oct-24	440,000		01-Oct-25	22,000	110,000	330,000	0	132,000	\$1.98	FY26
01-Oct-25	330,000		01-Oct-26	16,500	110,000	220,000	0	126,500	\$1.90	FY27
01-Oct-26	220,000		01-Oct-27	11,000	110,000	110,000	0	121,000	\$1.81	FY28
01-Oct-27	110,000		01-Oct-28	5,500	110,000	0	0	115,500	\$1.73	FY29
01-Oct-28	0		01-Oct-29	0	0	0	0	0	\$0.00	FY30
01-Oct-29	0		01-Oct-30	0	0	0	0	0	\$0.00	FY31
01-Oct-30	0		01-Oct-31	0	0	0	0	0	\$0.00	FY32
01-Oct-31	0		01-Oct-32	0	0	0	0	0	\$0.00	FY33
01-Oct-32	0		01-Oct-33	0	0	0	0	0	\$0.00	FY34
01-Oct-33	0		01-Oct-34	0	0	0	0	0	\$0.00	FY35
01-Oct-34	0		01-Oct-35	0	0	0	0	0	\$0.00	FY36
01-Oct-35	0		01-Oct-36	0	0	0	0	0	\$0.00	FY37
01-Oct-36	0		01-Oct-37	0	0	0	0	0	\$0.00	FY38
01-Oct-37	0		01-Oct-38	0	0	0	0	0	\$0.00	FY39
01-Oct-38	0		01-Oct-39	0	0	0	0	0	\$0.00	FY40
				-----	-----		-----	-----		
				\$302,500	\$1,100,000		\$6,500	\$1,409,000		



Town of Middlefield Board of Selectman

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SELECTBOARD MEETING

August 27, 2018

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

Finance Committee: Joseph Kearns, Scott Artioli and Curt Robie.

Attendees: Sherry Venditti, Tamarin Laurel Paine,

Meeting opened at 6:00

- **Chester Rd Bridge:** A motion was made and seconded that the Selectboard vote its intention to lay out the Chester Rd portion of the town way as shown on the map. Dave DiNicola and Al Sirard were in favor. Motion passed unanimously. Dave delivered the vote to the Planning Board. Judith Hoag arrived after vote was taken. **Finance Committee:** Dave reported on a meeting held two weeks ago with Financial Advisor Clark Rowell. Rowell works with 20+ towns who decided to build their own network. He showed the impact of borrowing money if the town chooses to do the same. A 2/3 vote is required at a town meeting to borrow, and it may also be necessary to override the levy limit. The Finance Committee recommended that Town Counsel be consulted at this point. Rowell's best guess is that after it is put out to bid, the town could borrow 1.1 million notes each year that would roll over for 10 years. After 10 years, the town can borrow on a 5 year note at a fixed rate. Some additional expenses will include the costs of conducting annual audits. Dave contacted three of the towns that are in the process of borrowing and they have stated that they have no qualms with their decision to build their network. After their research, the Broadband Committee has asked the Selectboard to consider either WG&G or Comcast. Curt Robie requested the full copy of the Broadband Committees' report. Meetings will be scheduled to inform the towns of their choices.
- Treasurer Jane Thielen is retiring Sept 30. Bev will take over the Treasurer's position. The Accountant's position will be advertised.
- The Stabilization accounts and the Cemetery funds have been moved to Adams Community Bank for better interest rates. The Finance Committee stated that municipalities need to follow a process by checking with DOR to find out if we had to go out to bid. The Board will check on that.
- Curt Robie announced that Curt, Skip and Duane worked on the application for the MassWorks grant for the repair of Skyline Trail. The application has been submitted and the award will be made in October. Several letters of support were submitted from Jean LeClaire, Economic Development Director, Jay Swift and Tamarin Laurel-Paine.
- The condition of the roof was discussed. There was a recommendation that the roof be power washed and correction of work on the roof vent be completed at a cost of approx. \$1,100. Dave will check on the recommendation.
- The Fire Department received the grant for the air pacs but not for the fire truck.

- Skip required signatures for an estimate for guard rail repair that was originally estimated at \$12 a foot, but should have been \$24 a foot. The Selectboard obliged. Road maintenance was discussed.
- Motion was made and seconded to approve 2018-08-15 minutes. Motion passed. weeks.
- Next meeting: Sept. 10

Respectfully submitted,

Suzanne C. Lemieux
Recording Secretary

SELECTBOARD MINUTES
SEPTEMBER 10, 2010

Meeting opened at 6:03pm

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

Warrants reviewed and signed; Payroll: \$6,897.82; Expenses: \$8,791.48

Highway Superintendent; Skip Savery, advised the Board he had ordered special sign posts for the Purple Heart signs. Also, he and Matt will be going to the dealers to inspect the new truck and make sure the controls are outfitted correctly.

Ann Marie Visconti, EMD, told the board the FEMA mitigation meeting will be held this Friday. The plan is almost complete and this meeting will finalize it so it can be submitted to MEMA and FEMA.

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

Board signed the Special Town Meeting warrant and given to the Town Clerk for posting.

TA to contact Independent Roofing to set up time for power washing the Town Hall roof.

Order of Taking for the Cobb property was signed by board, this was provided by Town Counsel.

Order of Layout for a portion of Chester Road at Smart Brook was also signed, this too was provided by Town Counsel.

Board next discussed the Adult Use draft marijuana by-law submitted by the Planning Board. (PB) PB members Doreen Black, Chair and Dale Hoag were present along with ZBA member, Mary Courtney. The Board was pleased with the hard work done by the PB in drafting this by-law. The Selectboard can make recommendations on changes to the PB who will then review the recommendations and see if they will accept them. If the changes are made it will then be presented back to the Selectboard. The PB will hold a public hearing on the draft by-law

when it is finalized. The final by-law will be then presented to the townspeople at a Special Town Meeting where a 2/3rds vote will be required to pass it.

There was extensive discussion on this by-law. Some of the material was gleaned from a draft gives by PVPC and then fitted to Middlefield. Town Counsel has been involved in the entire progression of the by-law. Judy said Town Counsel suggested the need for the by-law as the agricultural by-law may be argued that it was sufficient to cover marijuana growing. This by-law clarifies the expectations the town has, offers guidelines and not restrictions on any potential grower.

Judy suggested the number of retail establishments reduce from 3 to 1 as the business district in town is a small area and this would more fairly represent the town. Also, she would like the by-law amended to avoid having retail outlets in any areas frequented by minors, such as the playground area next to the Senior Center. Dave agreed fully, 100%.

There is no limit on the number of growers that could produce marijuana in the by-law but any host agreement presented could be tweaked by the Selectboard.

Dave questioned if the host agreement was different that the by-law and is it challengeable. Mary Courtney said the by-law addresses land use, the host agreement must comply with the by-law and the board can tweak the host agreement and address the terms of the agreement.

The PB will review the suggestions made by the Selectboard at their next meeting. All copies of the by-law will be watermarked as draft so as to avoid any confusion. The board thanked the PB for all of their diligent work.

Under new business, Dave said he had spoken with Erica Johnson of PVPC regarding the failure to fund the demolition of the store and adjacent house. She had no explanation and felt she had done a good job in making our case. There was no explanation why it was denied. PVPC does have some funds available that could be used for demo of the store. Dave said he would write a letter requesting an explanation of the denial.

Steve Harris, Communication Committee, has requested a number of items from the IT Grant that PVPC secured for the 6 hilltowns. These include a laptop and printed for the PB and cell phone boosters for the town buildings.

TA to run ad for a new accountant for 2 weeks in the Country Journal. PVPC has a firm that could do our accounting either on a temporary or permanent basis. Joe Kearns also noted the HCOG also has an accounting program.

Judy questioned if the lighting at the Senior Center could be altered as part of the Green Grant that was awarded. TA advised he would check with PVPC and DOER.

She also said that Windsor got additional grant monies for the high speed internet through a grant Westfield Gas & Electric submitted to a Federal Agency. She will check with a Windsor Selectboard member.

Joe Kearns stated he took Broadband Committee members Jay Swift and Maureen Sullivan to a WiredWest meeting so they could see how they work.

Minutes of July 29th were reviewed as the minutes stated the grant for the demolition of store and house were approved, this was later found to be denied. At the time the minutes were correct and board accepted on motion by Judy, Dave 2nd; vote 2-0.

Dave motioned to adjourn, July 2nd; vote 2-0 and meeting adjourned at 7:27pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

SELECTBOARD MINUTES
SEPTEMBER 25, 2018

Meeting opened at 6:00pm

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

Warrants reviewed and signed; Payroll: \$19,895.55; Expenses: \$18,897.43

Minutes approved, with changes, on motion by Judy. Dave 2nd; vote 2-0. Al abstained as he did not attend meeting.

Highway Superintendent, Skip Savery, met with board; needed to have the Chapter 90 paperwork signed for blacktopping on River Road. Informed board that the bridge on Clark Wright Road was damaged by a construction vehicle doing work on the Chester portion of East River Road. He has contacted the General Contractor and they will take care of the repairs.

Skip also said he plans on widening Chipman road in the area of Mike Hale's house next year if Mike's son will give him permission. There are a couple of narrow spots and he would like to take care of both at the same time.

Mail: received a request from Eversource to install a stub pole on Clark Wright Road, TA will send out notices to abutters when he returns from vacation. Hearing will be held on November 5th.

Judy questioned the excise rebates on the warrant, it was explained car owners may have traded in, taken off the road or moved out of town and filed for a rebate.

New business: Dave motioned to appoint Beverly Cooper as Treasurer effective on October 15th, Al 2nd. There was discussion on who will fill Accountant position after that, PVPC has sent some recommendations and Dave will follow up. Vote to appoint Bev was 3-0.

Dave also said he had followed with the bank on the status of the Dickson Trust which came due in August. The funds were not transferred to the higher rate provided by Adams Bank and were automatically renewed in a 3 year CD. He had sent numerous emails to Jane to move the money to a Money Market

account so it could then be transferred to Adams. This was not done, as a result there will be a penalty of approximately \$260. This would be recouped with the higher interest rate.

Dave said he had been in contact with Bill Ennen of MBI as well as Peter Larkin to discuss status of the broadband for town. Town needs to get a date from Comcast and Westfield Gas & Electric so all can meet to discuss direction for town.

Dave motioned to adjourn, A1 2nd; vote 3-0 and meeting adjourned at 6:50pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
OCTOBER 15, 2018

Meeting opened at 6:00pm

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

Dave said he had spoken with Berkshire Bank regarding the Dickson Trust and the treasurer did nothing when the 3 year CD expired, the bank then renewed it for another 3 years. This was supposed to be transferred to a money market account and the moved to Adams Bank. The penalty for early withdrawal will be about \$260 and will be deducted from the CD and not charged to the treasurer's account. Also, when moving the Cemetery Accounts and stabilization account to Adams Bank, the total interest gained will be over \$6,000 for the year .Dave also stated paperwork will be filed with the bank to authorize the Selectboard Chair to obtain the financial information on the Town's accounts.

Dave received information from Erica Johnson, PVPC, on possible short term accountants. It was very expensive for a short period. Town will continue search for a replacement for Bev. Melanson Heath has agreed to do a cash audit and submitted a cost of between \$3,000-5,000. We never got a response back from Scanlon and Associates. Dave motioned to accept Melanson's cost, Judy 2nd; vote 3-0 and agreement signed. TA will scan and email to Melanson.

Judy stated the Town will hold its Halloween Trick or Treat on Saturday, October 27th. Also, the town tag sale will be on the same day and the Town Hall auditorium will be used in case of rain.

TA advised Board the State Dept. of Fish and Wildlife submitted the appraisals on the Slocum Lot and the Dodge property. Slocum was appraised at \$55,000 and Dodge at \$20,000. These 2 properties are included in the Tax Title Auction on October 24th. After brief discussion, both will be left in the auction with minimum bids set at the State's offer.

The Nature Conservancy had prior interest in the Ryan Road property that is going to be auctioned, TA will follow with Markelle Smith and advise her of the auction.

Al said the Rural Commonwealth group is pushing the State to provide more PILOT money on the properties it owns in the western towns. Joe Kearns stated that 2 former selectmen are on the Rural board.

Steve Harris is meeting with PVPC tomorrow to discuss the IT grant and items he would like purchased for the town.

Also, the Transfer Station is now operating on winter hours, open Saturday and Sunday.

Judy said some hooligans messed with the letters on the Town Hall sign, but was thankful they did not bother the Senior Center.

Dave questioned the by-law on trailers and unregistered vehicles, there was brief discussion on what to do. If the town goes after one, they will have to go after all and everyone knows everyone involved.

Joe Kearns questioned how the audit would be paid for, he was advised it was a separate article on the Annual Town Warrant.

Board next met with Jay Swift and Maureen Sullivan, members of the Broadband Committee. Maureen stated there had been a breakdown in the committee and emails were being sent from personal accounts, the 3 members had worked hard to get to this point and present a balanced view to the town. The committee was to serve the community, work within the Open Meeting laws and create trust and transparency. The third member, Brent, wanted information Maureen had received in a phone call and told him there was no record of the conversation. He challenged her in emails and said I should be ashamed of myself. The committee had no guidance on the Open Meeting laws and the chair was not the boss but would run the meetings.

Dave said the Open Meeting law was not his area of expertise but during his time as a committee member in Dalton, they did not have any problems.

Maureen said this issue created problems as any meeting requires openness. The Selectboard paid Town counsel to present the rules governing the Open Meeting law. Maureen stated when she attends other town meetings she can tell when prior conversation have been held in violation of the Open Meeting law.

Jay said he got an email from Dave kicking us to the curb and he was using Worthington's Comcast contract and plugging in Middlefield's numbers. Dave said he is the contact person with MBI and is not pushing for Comcast.

The committee got a late start on obtaining the information from various providers and Jay said the work is tedious, tiring and boring. Also, the 9/11 meeting was attended by him and Maureen as they believed Brent was out of town on work. They would not have held a meeting behind Brent's back. Maureen said the committee needs to have trust with each other in order to be able to serve.

Dave added he met with Peter Larkin of MBI in Lenox. Peter was trying to get information on Comcast's pricing but could not get the numbers from Brent. Jay said at the last meeting Dave sat in on he had a Comcast bill from a user in Chester that showed a 26% increase in the monthly cost. Maureen said she also had Comcast bills but did not present the actual bill.

Al couldn't understand why they all did not have the same information.

There was continued discussion, Jay wanted to make sure the town was building for the future and we have to make sure we are careful in making a decision and that every citizen has a right to have their voice heard.

Judy said it seems as if this has escalated and the intent is being questioned. The committee should collect the information and facts and bring them to the people.

Discussion continued regarding Open Meeting, collecting data and then bringing it all back to the Selectboard. There was an attempt to bring the three members back together however, Brent said he would not work with Jay or Maureen anymore.

The board thanked Jay and Maureen for their input.

Brent spoke to the board and said he had received new financials from Comcast and was plugging them into his excel spreadsheet and that it would be available to the board. Brent has other issues with the committee and was not notified of the 9/11 meeting and it was not posted on the town website. Brent was thanked for his information.

Dave said he is considering resigning from the selectboard on 5/1/19, there is too much to do and he can't seem to get things going forward.

Judy motioned to adjourn, Dave 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
OCTOBER 24, 2018

Meeting opened at 6:02pm

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

Warrants reviewed and signed; Payroll: \$13,986.29; Expenses: \$22,698.05

General Election Warrant signed

Revised Order of Taking for the Jack Cobb property signed.

Highway Superintendent, Skip Savery, advised Board the new truck will be delivered within the next couple of weeks and had board sign the Chapter 90 paperwork for the purchase. Board also signed the Chapter 90 papers for the guardrail on Chester Road. He also said he had placed his first order of salt. Patching to be done on Town Hill Road

Town was not successful on obtaining the STRAP Grant for Skyline Trail. We had made it through the first two steps before it was rejected. Skip to check with Kathy Stevens at MassHighway to see why it was rejected.

IT grant paperwork signed on recommendation of Steve Harris, this grant is through PVPC. Cultural Council contract was reviewed and signed by Dave.

TA advised the property auction today went well, 3 parcels were sold: Ryan Road to Nature Conservancy for \$20,000, Town Hill Road for \$25,000 and Chipman Road for \$10,000. the Slocum Lot did not sell but Mass Fish and Wildlife has offered \$55,000 for that land locked parcel. All in all is was a good result for the Town.

Minutes of 9/25/18 approved on motion by Dave, Judy 2nd; vote 3-0.

Minutes of 10/15/18 approved with changes on motion by Dave, Al 2nd; vote 3-0.

Dave advised he and TA had met with Matt Drennan and interviewed him for the vacant Accountant position. Matt is currently working as an accountant and handles all types of accounting. He is familiar with non-

profits, businesses, etc. He does not have experience with municipal accounting but did not see that as a problem. Gita Jozsef indicated interest in the position, however, a verbal commitment had been made with Matt. Gita's information will remain on file. Dave said he was Matt and motioned to appoint him, July 2nd; vote 3-0. TA to advise of appointment.

TA told Board that Skip had received 2 bids for the fencing between the Cobb property and highway garage, both were within \$100 of each other, bid to go to Commonwealth Guardrail as they are a qualified State bidder. TA to advise Skip.

Next item discussed was the Broadband situation. Members Maureen Sullivan and Jay Swift were in attendance as was Brent LeBeau who had resigned from the committee. Maureen said they did not know what the Board was expecting from the committee but saw that they were on the agenda. Dave said he thought he had made it clear that the Board was expecting a report from the remaining committee members. Al also said he thought a report would be provided similar to what Brent had provided last week. There was continued discussion on what was expected, when and who would be providing it and that 2 different opinions were out there. Jay said Westfield Gas and Electric's price was for 100% of the homes being available to connect to the fiber network and Comcast was for 96% and it would cost the town additional monies to reach 100% with Comcast. Maureen said she saw Brent's report and there is conflict between the reports. Dave said he had been in contact with Bill Ennen and Peter Larkin and there are some recent changes that have not been addressed in either report.

Dave said he thinks Comcast is the best option for the Town as there is near zero financial risk, the Town's share of financing is about \$230,000 and can be deducted from the yearly Cherry Sheet contribution, no monies are paid by the town until the build is complete. Dave does not know how long the Comcast offer and additional money from MBI will be available. There are no sign up quotas with Comcast and interest rates are rising and that would cost even more if the town had to finance a loan for the WG&E system. The town has additional costs coming down the road and attempting to keep the tax rate reasonable he favors Comcast.

Dave said he knows not everyone in town would agree but this is in the best interest of the Town. Dave then said I'm going to make a motion that we

enter into a contract with Comcast, Al, I agree and 2nd; Judy, I don't agree, I think this is a town process; we should have a town vote. Dave stated everyone wants what is best for the Town, Jay and Maureen are good people as is Brent but we are very limited in finances. I say "Aye"; Al "Aye"; Judy "Nay". Dave said he had put a lot of thought into this before making the motion, Al said he thinks this is best for the town.

Howard Knickerbocker said thank you for making the tough decision.

Maureen said from day one the Selectboard said this was an issue the town would vote on; there is nothing on your agenda that you were going to vote tonight.

Jay said he had a subject he had been meaning to bring up for some time, he has all the records from the Town Center Committee and wanted to turn them in to the Board, he gave the TA a paper bag filled with reports, minutes, etc. He also said the tiles in the Town Hall contain asbestos and something should be done before it's too late and the tiles start to flake. TA advised he has been looking into having rugs installed and had gotten an estimate of over \$25,000 to have them removed but that quote was not a prevailing wage cost.

Dave motioned to adjourn, Al 2nd; vote 3-0 and meeting adjourned at 7:15pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
NOVEMBER 7, 2018

Meeting opened at 6:00pm

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

Meeting moved to auditorium as a great number of residents were attending the meeting.

Dave opened by giving a history of how and why we have got to this point. The Broadband Committee (BBC) was formed on March 18th and there were 6 options for providing service to town. Brent LeBeau was the chair of the BBC; he had 21 years of experience in telecommunications. The BBC started with 5 members but before any meetings were held it was down to 3 for various reasons. The BBC held more than a dozen meetings. The committee narrowed the 6 options down to 3 and then to 2 as WiValley provided a wireless option. The 2 remaining were Whip City, a division of Westfield Gas & Electric (WG&E) and Comcast.

On July 30th a presentation was made to the S/B; WG&E had provided an estimate of approximately 1.2 million dollars to wire the town, this would provide coverage to 100% of the town according to the information provided, Comcast would provide service to at least 96% of the town at a cost of \$231,000 and the loan payment would be deducted from the Town's Cherry Sheet revenues over a period of 10, 15 or 20 years. The loan rate would be at the state loan rate. After that meeting, the Board invited a financial advisor from Unibank to a S/B meeting. He said it would be difficult for the town to secure a long term loan and recommended a series of ten one year notes with a five year loan at the end. He could not give firm interest rates but felt it would be at least 5% as rates were rising. He felt the impact on the tax rate could be as much as \$1.50/thousand. There was continued discussion involving Dave and MBI and at the October 24th S/B meeting Dave motioned to enter into a contract with Comcast, Al 2nd and the vote was 2-1 with Judy the nay vote and expressing her concern that the townspeople were not involved in the decision making and there still were a lot of questions to be answered. Dave's major concerns were the impact on the tax rate and uncertainty of the interest rates; he felt Comcast presented the less risky choice for the town and from his experience construction projects can go bad quickly.

On October 27th Brent resigned from the BBC.

Judy said we could go forward with Comcast getting the Make Ready and then make a decision on whether to continue with Comcast or go to WG&E. the board agreed the Make Ready could go forward as long as it was being paid for by the MBI funds. There was also discussion regarding the additional money MBI would contribute as well as the \$268,000 Comcast would contribute to the build out. Judy also said she is in favor of a Town vote.

BBC member Jay Swift said the WG&E cost was \$1 million and not 1.2. All want what is best for the town and WG&E has been in business for over 100 years and has proven its sustainability and the S/B making this decision makes Middlefield the only town that has not taken a vote on a provider to its residents. This is a big decision and the board should take its time.

BBC member, Maureen Sullivan, stated she obtained pricing from Comcast and it will cost \$90.90 for internet and that Comcast is constantly increasing its prices.

Former BBC chair, Brent LeBeau, said the final percent of coverage from Comcast wont be known until they have completed the mapping of the town and the pricing for 15/2 internet can be obtained for \$49.95 during a Comcast promotion. He also explained that Comcast uses fiber for their system but does connect to the home with coaxial cable. Higher speeds are also available from Comcast if the user wishes to purchase them. Sherri Venditti said the service is only as good as the limiting components and the fiber capacity is huge.

There was continued discussion regarding the Make Ready charges, Maureen said the WG&E's make ready cost was \$397,465; how many homes are occupied by fulltime residents, what would the number of subscribers be; can the Make Ready charges increase over the estimates; the accuracy of the handout that was provided to residents as they came in to vote during the general election; how the money deducted from the Cherry Sheet would be made up.

Dave said it will be a hurdle to have the town pass borrowing \$1.2 million for a town owned system and Al stated the borrowing would have to be included in the tax rate even if the subscribers were assessed the full amount of the loan. Any vote for borrowing would need a 2/3rds majority to pass.

Dave motioned to adjourn; Al 2nd; vote 3-0 and meeting adjourned at 7:40pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
NOVEMBER 19, 2018

Meeting opened at 6:00pm

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

Tax Classification Hearing:

Assessors present: Laura Lafreniere, Chair; Tamarin Laurel-Paine
Assessors presented to Selectboard the options for the tax classifications, since the town's commercial is only 8%, DOR would not approve a split rate between residential and commercial. After brief discussion and explanations Judy motioned to accept the single rate, Al 2nd; vote 2-0 with Dave abstaining as he arrived late. Next to be decided was to see if there would be a Residential Exemption; Small Commercial Exemption and an Open Space Exemption. After further discussion, Judy motioned to not have any of the exemptions, Al 2nd; vote 2-0. Anticipated tax rate for FY19 would be \$18.02, a \$.04 increase over last year. Board thanked assessors for their hard work.

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

Warrants were reviewed and signed; Payroll: \$14,481.58; Expenses: \$123,506.53 and \$2,735.58.

Dave signed the finance agreement for the purchase of the new highway truck being paid for with Chapter 90 funds.

Yearly report for the original Green Grant was signed and TA will forward to DOER.

Mail: new State Representative, Natalie Blais, sent card to Board and is available to meet with Board.

First item on agenda was warrant for a Special Town Meeting (STM) for voting on high speed internet proposals. Judy felt it was too soon to have the STM on December 5th and that there was a need for more information for the residents and that the meeting should be tabled until after more information

is provided. Dave agreed and said he would put together an informational handout for the residents. Dave will schedule with MBI for a meeting. He will attempt to have Bill Ennen and Peter Larkin of MBI be present to answer the questions resident may have regarding both proposals, also a lawyer from KP Law will act as moderator. This lawyer is very familiar with the issues as he handles the contract negotiations for a number of towns that are obtaining broadband service. There was continued discussion with a proposed date for the STM on 12/20/18. There would be 2 articles on the STM warrant: one for accepting Whip City's proposal and the 2nd accepting Comcast's proposal. Discussion continued regarding make ready cost, per cent of coverage and financial impact on the town's budget. Dave motioned to set the STM for 12/20/18 at 7pm, Al 2nd vote 3-0 and STM will be 12/20/18.

Next discussed was the draft letter from Town Counsel in response to the Open Meeting Complaint filed by Maureen Sullivan; only change was on page 2 and TA will advise attorney of change.

Broadband Committee was next. Al felt the Board had gotten all the information we need from the committee. There was continued discussion and it was noted the committee had provided invaluable information on the possible providers for the town. Al motioned to dissolve the committee, Judy 2nd; vote 3-0. Jay Swift felt there should be an evaluation showing the difference rate payers would be paying. Maureen Sullivan would like the committee to be able to review the Selectboard handout prior to it being presented to the residents. Dave said all the information would be vetted by MBI to make sure it is correct.

New business: TA requested the Town Hall be closed the Friday and Saturday after Thanksgiving; there are no warrants that week. Board agreed and TA will notify employees and have it post on website.

Judy questioned if the Finance Committee should be involved in the broad band info meeting and if the microphones would be available in the auditorium. TA will make sure they are working. Judy also advised of the STM on November 29th regarding the Marijuana Bylaws.

Howard Knickerbocker suggested the informational meeting be videotape if possible and put on the website.

Sherri Venditti wanted to know the status of the PVPC funding for the demolition of the former General Store and adjacent house. Dave said PVPC was not given a clear reason why the grant was denied and suggested members of the Town Center Committee write a letter to the Lt. Governor.

Sherri's 2nd question was the Comcast rebuttal to the informational handout given to residents by members of the Broadband Committee, when she requested a copy from the TA, he did not have it. Dave said the info was confidential and he would have to check before giving it out. Maureen said once it was read during the meeting, it was no longer confidential and became public information. Brent Lebeau said when he read the rebuttal; he read it word-for-word.

Dave said the information he is putting together will be discussed and reviewed by the Selectboard. Judy added they will ensure all of the questions are answered at the informational meeting.

Jay felt the town needed more time to digest the information, be able to talk among themselves and then decide what it is they want, there is not need to rush to a decision.

Al motioned to adjourn, Dave 2nd; vote 3-0 and meeting adjourned at 7:20pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
NOVEMBER 26, 2018

Meeting opened at 6:00pm

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

Board reviewed informational handout Dave had prepared and had vetted by MBI for accuracy. There were questions regarding any surveys to be completed to see if the Whip City proposal was viable, who would do survey and deposits needed for users that indicate they would want the Whip City service. Make ready costs increasing and who would pay those costs, MBI, town? After much discussion, Judy motioned to accept Dave's proposed handout, Dave 2nd; vote 3-0.

Sherri Venditti questioned why the town was rushing as this is a big decision and people will be busy with the holidays and may not be interested in the Special Town Meeting.

Mitch Feldmesser said the personal comment made at the last meeting made toward his wife was uncalled for and sexist. Dave said his remarks were not aimed at his wife and were not sexist and if she took the remarks as made toward her, he apologizes. Mitch also questioned why the board voted 2-1 to go with Comcast and violated the Open Meeting Laws.

Judy stated we were one of the last towns in determining our internet provider and we are getting the information out to the people. Sherri doesn't see what the difference would be in delaying the vote for another month. Jay Swift said 33 other towns haven't voted on this yet.

Maureen Sullivan said the one gig service Comcast offers is only available in certain areas and costs \$500. Sherri added there is a last mile contingency fund as the make ready costs exceeded the original projections and this money can be used to aid towns whose costs exceed the estimates.

Jay said Whip City is willing to commit to a survey before the Board makes it choice.

Terry Crean said he feels the warrant reflects a bias and does know what the big hurry is.

Dave motioned to adjourn, July 2nd; Vote 3-0 and meeting adjourned at 7:07pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
DECEMBER 3, 2018

Meeting opened at 6:00pm

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

Warrants reviewed and signed; Payroll: \$14,529.06; Expenses: \$122,800.60

Minutes of Nov. 19th and 26th approved on motion by Judy, Al 2nd; vote 3-0

Special Town Meeting (STM) warrant not discussed as wording from Town Counsel not received.

Letter being sent to residents regarding STM revised to include MLP fees. TA will copy and send to all registered voters.

Informational meeting held Nov. 28th regarding the high speed internet was discussed; meeting was attended by Bill Ennen and Peter Larkin of MBI. Board felt the meeting went well and a number of good questions were asked and answered. Attorney Bill Hewig of KP Law acted as the moderator and kept the meeting moving. Meeting lasted almost 3 hours and was attended by over 60 residents.

New business: Judy would like to have Whip City Fiber (Westfield Gas & Electric) and Comcast come to address questions the residents may have. TA will contact both and set up meetings as soon as possible.

Howard Knickerbocker said he had gathered information and put it into a report. His findings show a town owned system has too many costs and not enough customers and would blow up. The numbers speak for themselves.

Sherri Venditti wanted to know why 1.3 millions dollars was being requested when the cost estimate given by WG&E would only require slightly less than 1 million dollars net after the MBI contribution. It was explained that only the actual cost would be borrowed but it was necessary to have the cushion to protect against any unforeseen expenses.

Sherri also asked the status of the funding for tearing down the General Store; these were additional funds that PVPC has said would be available after our grant was denied. Judy said she would follow with Erica Johnson at PVPC.

Dave said he would like to see the same format used at the STM that was used for the informational meeting. That would be limiting each to 1 question and any further questions could be asked after everyone had their 1 question answered.

Sherri suggested secret ballots and there was some discussion as to how that would take place.

Howard suggested the informational meeting recording be placed on the web site.

Dave motioned to adjourn, July 2nd; vote 3-0 and meeting adjourned at 6:25pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola; Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
DECEMBER 17, 2018

Meeting opened at 6:03pm

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

Warrants reviewed and signed; Payroll: \$16,457.91; Expenses:
\$20,099.96

Minutes approved with minor correction on motion by Judy, al 2nd; vote
2-0.

No mail to review.

Special town Meeting first item discussed. Discussion on how to have secret ballot for votes on Whip City Fiber and Comcast. Motion would have to be made on the floor to have secret ballot. Registered voters will have to sign in prior to meeting and given a card verifying they are voters. Since town Clerk will be recording the meeting, her assistant would be in charge of registering voters with the aid of one of the Registrars of Voters. Then yes/no cards would be handed out prior to vote on each article, voter would tear off their vote and place in box, votes would then be counted and reported to moderator.

New business: TA requested Town Hall be closed for the Christmas weekend as no warrants that week. Board agreed and TA will notify all departments.

Judy said she had called Erica Johnson of PVPC to check on money available for the demolition of the Former General Store. She had not

heard back. TA advised Erica will be attending the Jan. 14th Selectboard meeting.

Joe Kearns noted that PVPC had sent info on a DLTA grant, grant is for technical assistance and can be used for housing planning, Community Compact Best Practices, etc. TA will contact Eric Weiss at PVPC and have him come to meeting to speak to board.

Judy motioned to adjourn, Al 2nd and meeting adjourned at 6:40pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
JANUARY 3, 2019
MINUTES

Meeting opened at 6:00pm

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

Warrants reviewed and signed; Payroll: \$8,945.32; Expenses: \$13,029.15

Minutes approved on motion by Judy, Al 2nd; vote 2-0 with Dave abstaining as he was not at last meeting.

Mail: Town received State Park pass from Dept. of Environmental Protection. Letter received from Kim and Patricia Baker's Attorney, this will be discussed in Executive Session. TA will send copy to Town Counsel and follow for proper procedures. There was a brief discussion as to who should attend, TA will also check with counsel as to attendees.

Judy discussed the CodeRed usage, at signup users had a choice for emergencies only or any notices. Most had signed up for emergencies only, when CodeRed was used to warn people to wear gloves when participating in the roadside clean up there were some who were upset that they got a phone call and did not consider this an emergency. Will see if this can be sorted so message only goes to those that signed up for all messages.

During the Special Town Meeting held on December 20th, Bill Ennen gave an incorrect answer to Sherri Venditti and he sent an email to the Selectboard acknowledging that. He also address his error with Sherri, copy of Ennen's email is attached to the minutes.

Dave said he had spoken with Peter Larkin and the MBI/Comcast agreement is in the works. Dave also said that representatives from Worthington and Montgomery would be willing to help Middlefield as the Comcast agreement progresses. Both those towns are using Comcast and are ahead of us in the make ready stages. Judy said once we get the make ready from Comcast we can negotiate for 100% coverage for the town.

Highway superintendent, Skip Savery, advised the Board the 10 wheel International truck was towed to the International dealer yesterday for repairs. Parts are approximately \$2,600 and labor \$1,000. After all the problems he has had with this truck, he will think hard before purchasing another International. He has install the Purple Heart signs at the Peru line and in Bancroft, he will have to wait for the ground to thaw before installing the remaining signs. Also, he has been grading the gravel roads and has done some 2 or 3 times already.

Dave said he contacted the Country Journal writer for some corrections that were necessary to the news report of the Special Town Meeting.

Erica Johnson of PVPC will be attending the next meeting to go over the CDBG grant application.

Al questioned who should be at the Executive Session and felt it should only be the Selectboard as they are the official leaders of the Town.

Sherri Venditti requested a copy of the Baker's attorney's letter and was told it will be not released at this time.

Judy motioned to adjourn, Al 2nd; vote 3-0 and meeting adjourned at 6:36pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without corrections by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Hi Duane:

I'm requesting that you share the following message with the select board at their next scheduled meeting.

At the 12-20-18 special town meeting I took various questions from the audience. At one point Sherri Vendittii referenced that Charlemont had negotiated coverage with Comcast prior to the town's vote (12-6-18). I contradicted Sherri from the front of the room. I was wrong and have apologized to Sherri, but I think it is important for the quality of our dialogue that I set the record straight more broadly. I would like the select board to know that I was wrong, that I wished I had paid closer attention to Sherri's question and that I very much regret the tone and tenor of my response to Sherri.

As the select board transitions to Comcast, Peter Larkin will be on point for the Commonwealth. Peter has the direct experience of assisting communities who have elected to work with Comcast and in this regard the town will be well-served. Peter has had direct experience in facilitating the discussions which I'm certain will serve Middlefield well in the coming months.

I appreciated the opportunity to have supported the select board on 12-20 and wish all the best to Middlefield in the upcoming efforts to achieve true broadband access.

Sincerely, Bill

Bill Ennen

Last Mile Liaison

Executive Office of Housing & Economic Development

william.ennen@mass.gov

www.mass.gov/eohed

SELECTBOARD MINUTES
JANUARY 16, 2019

Meeting opened at 5:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator and Laura Lafreniere, Assessor Chair

Dave motioned to go into Executive Session to discuss litigation strategy with respect to the ongoing threatened litigation regarding 86 Chester Road where to discuss in open session would be detrimental to the Town's litigation position. Votes may be taken. The Selectboard Meeting will be reconvened. Judy 2nd; vote; Dave, Aye; Judy, Aye; Al, Aye. Executive Session opened at 5:03pm.

Selectboard meeting reconvened at 5:46pm.

Warrants approved and signed; Payroll: \$14,764.26; Expenses: \$17,146.45.

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

Board met with Erica Johnson of PVPC to discuss the CDBG for the next fiscal year. Erica gave a brief outline of the grant; Middlefield is one of four towns that apply for these yearly grants along with Chester, Huntington and Russell. Grants are used for social services, housing rehab, infrastructure improvements and planning projects. This year the outline has changed and no longer does the town have to submit a list with the priorities ranked.

A number of questions were asked regarding last years grant application to raze the former General Store and adjacent house. The grant request was rejected as the State did not feel it was a threat to the health and safety of the general public among other reasons. Erica had done an extensive amount of work on this request and in following up with the State; she asked what would happen if this request were submitted again and was told not to bother as it would be rejected again. Judy's concern was what other funding was available since our request was rejected. Erica stated that PVPC does have additional funding that would cover the cost of demolishing the store; however, it would not cover the house. Kathy Roth questioned if Erica had submitted the drawing of what the site would look like after demolition, Erica had and they did not influence the decision. Erica said the request was reviewed by the Dept. of housing and Community Development and from their comments; it was a very thorough review.

Sherri Venditti questioned if the Davis-Bacon wage rates were used in figuring the costs of demoing the buildings, Erica said she had to use the Mass. competitive wage rate as they are higher than the Baker-Davis rates. If the town did some of the work would funding be available, Erica reiterated the State would not approve the funding.

Cathy Roth questioned what funding would be available the take down the store, Erica said that PVPC recovers funds from homes that are sold prior to the grant monies being forgiven. If a homeowner receives a grant, there is a 15 year payback period, that is if the home is sold before the 15 year period runs, the homeowner is responsible for paying back the pro-rated cost of the repairs that were done. This money then becomes available for other projects deemed worthy.

For this year, Sherri, suggested windows and possibly a generator for the Senior Center as Erica had said Senior Centers are generally looked at very favorably and the financial aspects of other grant requests are not looked at as a reason not to fund. It was also suggested that an on-demand propane hot water heater may also benefit the Senior Center as it currently has a 5 gallon electric heater that does not supply all the hot water that is necessary. Erica said she would include these in the grant application. The board thanked Erica for meeting with them.

Board next met with Charley Rose, Chair of the Worthington Selectboard and Dan Jacques, Chair of the Montgomery Selectboard. Both towns are farther along in dealing with Comcast and their internet agreements. Charley said they sent a letter to Comcast stating they were accepting their proposal and would enter into a franchise agreement with Comcast. They sent the draft agreement to their Town Counsel for review and modifications. Both said it requires negotiations to cover more than the 95% that the state mandates but Comcast will listen to arguments and is somewhat flexible. Comcast will provide a mapping of the town to show what homes will be connected and how the cable will be mapped on each street. The Town can negotiate for free service to schools, town hall, etc. Also, a 5% increase can be charged on the television charge for a community channel if the town so desires. There was continued discussion including cost of drops to homes which Comcast is willing to negotiate but usually the first 300' is free but additional; charges would apply to greater distances and for underground service. If the homeowner so desires; Comcast will run fiber to the home. The Board thanked Charley and Dan for their input.

There was no new business or public input.

Dave motioned to adjourn; July 2nd; vote 3-0 and meeting adjourned at 7:40pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
JANUARY 28, 2019

Meeting opened a 6:06pm

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

Eric Weiss of PVPC met with the Board to outline his position with PVPC. He is the manager of Regional and Municipal Services. He splits his time 50/50 with shared services and planning. The State awarded PVPC a \$260,000 grant for this service. Eric has been working with the Community Compact and Hilltown Community Ambulance on the shared services part of his job. He said the small towns in the area feel left out and he will hopefully be able to attend to their needs. There was brief discussion on elder transportation and solar needs of the area. Eric said he is open to any good regional ideas, hopes to improve regional efficiency and is willing to explore anything that will make things happen for the smaller communities. Board thanked him for attending the meeting.

Minutes of Executive Session of 1/16/19 were approved with no discussion on motion by Dave, Judy 2nd; vote 3-0.

Minutes of regular Selectboard meeting of 1/16/19 approved on motion by Dave, Judy 2nd; vote 3-0.

Warrants reviewed and signed; Payroll: \$25,464.07; Expenses: \$36,379.64.

Highway Superintendent, Skip Savery, advised the International truck warranty was 3 years/ 150,000 miles. The truck is 5 years old but only has 31,000 miles on it. International wouldn't honor the warranty, repairs will cost \$4,600. Skip had spoken with the area rep and got nowhere. Dave will consider writing a letter to International.

The Ford 550 is in the body shop for repairs, not sure when it will be completed. The intersection of Bell and Skyline is somewhat block by overgrown brush on private property. Skip will contact property owner to see if some can be trimmed back.

Also, Middlefield Road in Chester was not cleared during the 1/21 storm and Skip had to use the grader to make the road passable. S/B created letter to be sent to Chester S/B. backhoe is having transmission problems and Skip is checking into it. Roads held up pretty good during the heavy rains.

Hazard Mitigation Plan has been completed by PVPC and sent to Board for review and adoption. Judy motioned to adopt, Dave 2nd; vote 3-0.

Al motioned to accept Comcast as the Town's internet/cable provider, Judy 2nd; vote 3-0.

Dave motioned to adjourn, Judy 2nd; vote 3-0 and meeting adjourned at 7:11pm.

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, 2019

Meeting opened at 6:00pm

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

First item on agenda was to vote on the Order of Taking for the Chester Road Bridge over Smart Brook. Dave motioned to accept the Order as written, Al 2nd; vote 2-0. Order and mylars signed and TA to bring to Northampton for filing with Registry of Deeds.

Warrants reviewed and signed; Payroll: \$15,586.50; Expenses: \$19,101.50.

Minutes approved without changes on motion by Dave, Al 2nd; vote 2-0.

Snow budget was discussed next with Highway Superintendent Skip Savery. He currently has about \$4,000 left in his budget, this account can be overspent with approval of the Selectboard. Last year the budget was \$23,800 over and was covered by Free Cash with a Town Meeting vote. After further discussion, Al motioned to allow up to \$25,000 additional, Dave 2nd; vote 2-0.

TA advised board that Comcast contracted person has been doing the pole mapping and surveys. Agreement is with Town Counsel for review.

Next item on the agenda was the future of the Police Department, current chief, Tom Austin, will be retiring from his position in September. The town had obtained an extension so he could continue until then. Dave said he was in favor of hiring the State Police to cover the town, this is something that Alford does. He believes they pay \$50/hour for the coverage. He will look further into it. Tom said the advantage of a local force is that they know the residents and their main duty is to care and protect them. This may include defusing potential situations and keeping residents out of jail. He feels the new chief should be put in between 20-30 hours a week, which would include patrols and office work. The chief issues gun permits, hunting permits, handling court orders, etc. Tom said he gets around 30 911 calls from Berkshire dispatch which are mostly medical calls but probably another 100 calls or drop ins from residents that don't want to call 911 with their issues. It was questioned if a merger with Chester would be beneficial, that

problem is Chester is in Hampden County and uses a different dispatch service, court, District Attorney and jail. Tom also said in times of emergencies the State Police are not going to be responding to the town for ice storms, floods, etc. and this is a great advantage of having a local police force. During the summer, there is much more traffic and the GPS systems are now routing people through town to get to the Pittsfield area. The current department is down to 2 officers, Tom and his daughter, Jennie. Bob has moved out of the area, Curt has retired and Matt has not kept up to date with the required on-line training. He has tried to get people interested but it is becoming more difficult to recruit and as any new officer will have to go through 320 hours of intermediate training and 50 hours of firearm training. This is not just a Middlefield problem, but a problem throughout the state with smaller towns that have a part-time force. Tom said he has been trying to take care of the residents for 37 years and his knowledge of the people and town has been used to a great advantage.

The Board thanked Tom and asked him to firm up his budget numbers and come back to another meeting.

Curt Robie of the Finance Committee has been working on a Capital Plan and told the Board the plan is over \$1,000,000 and the projects are not “pie in the sky” needs.

Skip Savery advised the Board he is considering paving Town Hill Road this year using his Chapter 90 money.

There was no new business or questions from the public.

Dave motioned to adjourn, Al 2nd; vote 2-0 and meeting adjourned at 7:35pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albert Sirard

SELECTBOARD MINUTES
MARCH 11, 2019

Meeting opened at 6:00pm

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

Board met with Andy Myers and Jeanne LeClair, Economic Director of the Hilltown Collaborative. Jeanne gave a brief recap of her efforts to increase interest in the Hilltowns. She has been active on social media touting the benefits of the area, some radio ads on WAMC, public radio out of Albany and a lot of word of mouth. She has seen a spike in traffic on the web site; she has also sent a one page promo to the area real estate agents and will host a breakfast in April of the realtors. Many of the area realtors have no idea of the area or its benefits. Dave said he has a different vision of the Hilltowns as it is remote and not for everyone and tough for families with children as there are not a lot of activities that are close by.

Andy stated something has to be done to counter the declining enrollment of the Gateway school, this year there was a slight increase in population of the lower grades with the population aging and rising tax rates, every little bit will help. Gateway is also adding Early Child Education to its curriculum as a vocational choice; this course is not offered by either Smith or Westfield.

Andy also said the town appropriations are being addressed and Middlefield will pay less as it has not downtown to attract business to as do Chester, Huntington and some of the other towns. Andy said the Montgomery may not be part of the group as their Selectboard voted 2-1 not to back the membership.

Dave stated he knows they have helped some town residents and thanked them for that. Judy said the COA has put together a Welcome Packet for new residents and would like some help from Jeanne in adding various items that may interest the residents. Jeanne said to let her know how she can help. She also said that she is now a member of the Highland Valley Elder Services board.

Both Andy and Jeanne invited the board to attend the Collaborative meeting tomorrow night in Chester, they will be meeting with some of the areas State Representatives to discuss the PILOT payments on State owned land and the East-West rail service. The Board thanked them for their attendance and information.

Warrants reviewed and signed; Payroll: \$10,163.10; Expenses: \$32,423.14

Minutes approved on motion by Dave, Al 2nd; vote 2-0 with Judy abstaining as she was not present at the meeting.

Under New Business Judy stated the COA is putting together a take some, leave some Food Pantry at the Senior Center in the foyer once the interior can be secured. Also, Judy motioned to appoint Marilyn Miller to the COA board, Dave 2nd; vote 3-0. TA will send letter of appointment to her.

Dave said there should be some acknowledgement of the Fire Dept. for all they do; they were honored in last year's Town Report.

Dave also reiterated that the Accountant and Treasurer should be informed of any grants the town receives so reimbursement can be pursued in a timely manner.

Dave is attempting to contact the Alford Selectboard Chair as there town does not have a police force but pays the Mass State Police \$40,000 for coverage and another \$10,000 for a person to handle the paperwork.

Old business: Judy wanted an update of the lighting for the Senior Center under the DOER grant, TA advised he has attempted to contact PVPC for additional information so a RFP can be issued. This would also include the insulation for the crawl space once the electrical has been updated. Judy also felt the Personnel Policy should be brought forward; TA will email the policy to members again.

Dave motioned to adjourn, Al 2nd; vote 3-0 and meeting adjourned at 7:47.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Selectboard minutes
March 25, 2019

Meeting opened at 6:02pm

Present: Judith Hoag, Temporary Chair; Albert Sirard; absent: David DiNicola, Chair

Duane Pease, Town Administrator (TA)

Judy motioned that the Middlefield Selectboard grant to Comcast of Massachusetts II, Inc. a cable license for a fifteen year term, as set forth in the draft license dated March 25, 2019, and subject to further ratification by the Selectboard following the Public Hearing scheduled for April 16, 2019. Al 2nd; vote 2-0.

Warrants reviewed and signed; Payroll: \$15,866.89; Expenses: \$172,552.22.

Police Chief, Tom Austin, advised the Board he had received a grant for opioid abuse prevention and had moved the Churchill exhibit into the auditorium. He will be installing a TV monitor that can be used as a message center as well as providing information on opioid abuse and treatment. Judy was concerned that the COA was not consulted prior to moving the exhibit. It will be set up in the angle corner in the auditorium where the computers are currently. Joe Kearns said he had checked to see if the computers had to be returned and was told they were not. They will go to the Swap Shop at the Transfer Station and if not wanted be disposed of.

TA advised he has left message for Emily Slotnick at PVPC regarding the Green Grant, she is currently on vacation. Also, the demolition bids have been posted for both the General Store and house.

Also discussed was the Personnel Policy and providing a minimum amount of life insurance to the full time employees at no cost. TA will verify costs and amounts.

Fire Chief, Ron Radwich told the board that a vehicle had backed into one of the fire station doors, the vehicle was not identified but he believes it may have been someone doing work on the Post Office. He is arranging for the repairs.

Board reviewed preliminary ATM warrant with Finance Chair, Joe Kearns; no decisions were made as it felt it should be reviewed by the full board. Gateway will be sending wording for the school articles for the warrant.

Minutes of last meeting were approved on motion by Judy, Al 2nd; vote 2-0.

Al motioned to adjourn, Judy 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, Temporary Chair

Albert Sirard

SELECTBOARD MINUTES
APRIL 8, 2019

Meeting opened at 6:07pm

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

Dave motioned to open Board of Health meeting, July 2nd; vote 3-0 and BOH meeting opened at 6:12pm. Health Agent, Jacki Duda, present.

Jackie wanted to give the board an update on the BOH activities, this year has been much quieter than last. She will be gone the month of May and will check to see if she can find someone to cover for her. Septic repairs can be witnessed by a board member, new septic installs need a certified soil evaluator to inspect. Title 5 can be witnessed by the agent but it is not necessary.

Older Title 5 perc tests are okay if there is documentation, the locations can be identified and the surrounding areas have not been affected.

She has concerns with the Middlefield Fair inspections this year, the contact she had for the past years has passed and no one has been in contact with her for this year. Normally, Jackie has started the paperwork for the vendors and then she only has to inspect just prior to the fair. Ron Radwich happened to come in and since he is on the Fair Board she will follow with him after the meeting.

Board thanked Jackie for her information, Dave motioned close the BOH meeting and resume the Selectboard meeting, July 2nd; vote 3-0 and BOH meeting closed at 6:30pm.

Selectboard meeting resumed.

Treasurer Bev Cooper met with Board. Bev said she has found the error in the cash balance that had been off, prior treasurer did not post the \$14,000 payment to the retirement board and that was the error. She is now complete with any work that was required due to the prior treasurer's failure to complete. Free cash audit will be submitted to DOR for certification.

Highway Superintendent, Skip Savery, met with Board and discussed the JCB backhoe and the issues with the transmission. The mechanic that came and inspected the unit is no longer employed by the repairer and another mechanic has inspected. He believes the issue is with the electrical harness and not the transmission. Also, the 2 older Ford trucks that were part of the trade-in for the new freightliner were finally removed.

Skip has been grading and repairing the dirt roads, Reservoir and Chipman were the worst roads this mud season. Al felt he had been doing a great job on the roads this year. Skip said he would be paving Town Hill Road and Chester Road from the bridge to the Chester town line. Chester will be paving from Johnson Hill to the Middlefield town line.

Minutes were approved on motion by Judy, Al 2nd; vote 2-0. Dave abstained as he did not attend the meeting.

Warrants reviewed and signed; Payroll: \$8,120.41; Expenses: \$ 14,465.90.

New contract for the post Office location was signed, it is a 5 year contract with 2 renewals. IT contract for cell boosters for Town Hall and Senior Center was also signed. Cartographic contract for the Assessors was also signed.

Town Report was discussed next; all reports must be in by 4/16 so it can be brought to the printers. Dedication will be to Priscilla Suriner, she recently passed and was a long time resident of town. Judy will also be obtaining some photos for the report.

ATM warrant was discussed, Dave has some issues with the requested Police budget, he has been in contact with the Alford selectboard chair and they pay the Mass State Police \$30,000 and year for patrols and then pay their retired chief another \$10,000 to handle the paperwork, such as issuing gun permits, etc. Most of the articles were not held to any scrutiny at this time. There will be further review at the next meeting.

Fire Chief, Ron Radwich, wanted to make sure the \$26,000 authorized from the Stabilization fund would still be available and could be put into a truck fund. That way if an acceptable used truck were found, he would have the money to put a down payment on. There was continued discussion regarding this.

Dave motioned to adjourn; Judy 2nd; vote 3-0 and meeting adjourned at 8:50pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

PUBLIC HEARING
AND
SELECTBOARD MINUTES
APRIL 16, 2019

Public Hearing opened at 6:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator; Eileen Leahy, Comcast representative and Joe
Kearns, Finance chair.

Hearing notice was read and only questions were from Joe, he questioned
additional costs of service to connect homes. He was advised that Comcast makes
all short connections at no additional cost and long drops are on an individual
basis. They allow a \$1,400 offset to any long drop.

Hearing was closed at 6:10pm.

Selectboard meeting followed with all present except for Leahy.

Town report was discussed and Dave will have the Selectboard report in by
tomorrow morning, TA will then bring to Paradise Printing.

ATM warrant was on agenda; there was continued discussion on the police budget
and Dave felt this should be withdrawn for the annual meeting and brought up at a
Special Town Meeting in June. He is still obtaining information on the State Police
providing coverage and the costs. There was additional discussion on some minor
issues with the warrant. Joe Kearns advised he would like the STM to have an
article on the Gateway agreement as it is several pages long. Also on the STM
warrant will be transferring from the certified Free Cash to cover some other
expenses and overages in the snow budget.

New business: Dave brought up the recent bids on the General Store and adjacent
house that were advertised by PVPC. The bid for both came in at \$111,000 with
\$40,000+ for the store and \$60,000+ for the house. One of the reasons is the
asbestos in the store and the store has been deemed unsafe to enter. That means all
the demo will have to be brought to a location that accepts asbestos. The funds that
PVPC had offered will not cover the costs for removing the store.

Judy motioned to adjourn, Al 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
APRIL 22, 2019

Meeting opened at 5:30pm

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

Board met with Police Chief, Tom Austin; Tom explained that his original budget request included at least 20 hours a week for the new chief. Any officer can be appointed chief but then will have to go through the chief's training. Tom said he has to retire on September 27th but could continue as an officer. Currently he has two officers, Jenny Dion and Bob Hoynoski, he would like to see the new chief appointed from one of his current officers but that decision is up to the Selectboard. The new chief would be in charge of scheduling, training and all the paperwork required of the chief. There was continued discussion on the budget, possibility of the State Police being integrated with the Middlefield police, etc. Tom said he would like to see resident get involved and become police officers, but the training required is a drawback. In the end tom agreed that a \$15,000 salary was acceptable for the chief. The total police budget would be \$40,700. The Board thanked Tom for his time and also for his 38 years as chief.

Highway snow budget was discussed next with Superintendent Skip Savery, about \$21,000 was overspent on snow removal and that will be covered by Free Cash and voted on at the Town Meeting.

COA has requested \$10,000 from the Stabilization Fund. Judy addressed this issue; she said the original request for installing a filtration system for the water was withdrawn after discussion with the COA board. The money now requested would be for replacing the tables, some new chairs and refinishing the floor. The current tables don't allow for seating in the area of the legs and that limits the number of residents that can be served, the old tables would be brought to the Town Hall for use there. The current water is okay for dishes, etc but does not taste good for drinking and the COA would continue to use the bottled water they currently have for drinking.

Town Administrator advised that PCPC will be soliciting bids for the replacement of the current lighting with LED bulbs in the Senior Center as well as the Town Hall.

Warrants reviewed and signed; Payroll: \$16,669.23; Expenses: \$34,640.02

Minutes of April 8th approved on motion by Judy, Dave 2nd; vote 3-0.

Minutes of April 16th approved on motion by Judy; Al 2nd; vote 3-0.

Under new business Board said next year they would like to meet with various departments and the Finance Board prior to the budget being prepared.

Dave motioned to adjourn, Al 2nd; vote 3-0 and meeting adjourned at 6:44pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
APRIL 30, 2019

Meeting opened at 6:35.

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

Short meeting held prior to the Pre-Town Meeting.

TA advised he had contacted Comcast and spoke with Eileen Leahy regarding their request for a reconciliation meeting; it is scheduled for May 20th. She has not received the mapping to date but when she does, she will forward it to the Board.

Also, Howard Knickerbocker sent an email advising one of the windows in the museum has deteriorated. TA will have Wayne Suriner check on it when he returns.

Dave motioned to adjourn, Al 2nd; vote 3-0 and meeting adjourned at 6:45pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES
MAY 6, 2019

Meeting opened at 6:01pm

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

Warrants reviewed and signed; Payroll: \$8,897.66; Expenses: \$20,525.39

Minutes of April 22, 2019 approved on motion by Judy, Al 2nd; vote 2-0.

Minutes of April 30, 2019 approved on motion by Al, Judy 2nd; vote 2-0.

Board reorganization was postponed as Dave was absent.

Howard Knickerbocker addressed the Board regarding the warrant article at the Annual Town Meeting requesting funding for mapping of the cemeteries. Howard said he had spent hours recording the graves in the town's cemeteries and had sent an email to the Board prior to the ATM and did not receive a reply. He feels the money could be better spent on repairing the old stones that have broken or deteriorated. Howard also said he had been in the museum recently and noted a window is in need of repair or replacing

Judy and Al initialed the amendment to the USPS Ground Lease that the TA negotiated with the leasing company regarding the parking lot.

Judy questioned the lights at the Senior Center that was part of the Green grant award. It was explained the grant just covered the replacement of the lights and not adding new lights. Al explained how the new LED lighting would be brighter, etc. TA said he would contact PVPC and advise our choice to do the lighting would be Elm Electric.

Judy also said the Golden Cane would be awarded to Chuck Winn in a ceremony at the COA at 12:45pm on May 29th.

Lastly, Judy motioned to appoint Marge Pierre to the COA board, Al 2nd; vote 2-0. Letter to be sent to her.

Also discussed was the picnic for the Town's volunteers, appears a date in August would be the best. It would include barbequed chicken, possibly a band and games for adults and children.

TA said the date for the Special Town Meeting would be June 18th and he will obtain the latest amendment to the Regional School Agreement prior to the meeting.

Howard thanked Joe Kearns and the finance Committee for their work on a Capital Plan for the town. He also said the plan should be defined, give useful life and costs associated with the roads, buildings and equipment. The plan should also set priorities. Howard also questioned what is going to happen to the church in the center and he feels it does not have long to live as a

church. He is willing to catalog the old documents stored in the closet and also with the Comcast buildout mapping.

Judy motioned to adjourn, Al 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
MAY 22, 2019

Meeting opened at 6:00pm

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

Warrants reviewed and signed; Payroll: \$12,046.06; Expenses: \$36,748.99
Minutes approved on motion by Judy, Al 2nd; vote 2-0, Dave was not present at meeting and did not vote.

Slocum Lot paperwork submitted by State for signatures selling the land to the state; had been reviewed by Katie Klein of KP Law and her edits were accepted by the State. Board signed the paperwork and TA will scan and email. State will then request check and originals will be swapped for the check. Selling price was \$55,000.

Curt Robie told the Board he has been working on this year's Strap Grant with Skip and the TA. We had a review of last year's grant with Jackie Fordato, she went over our application and said it was good but the main emphasis and stress has been on emergency services and their ability to respond using the road. Curt is obtaining letters from Town businesses, our local representatives, neighboring towns and Hilltown Ambulance. He will also send in hard copies of an annotated map of Skyline Trail showing the areas that are in desperate need of repairs. He has contacted Sam Mazzafero for the possibility of having him do a drone flyover of the Trail. everything is in process and will be submitted as soon as the period opens for submissions.

Highway Superintendent, Skip Savery, had the board sign his Chapter 90 request for line painting on the hard roads in town. Town hill Road will be done after the road is paved. There was discussion on the bill for the repairs to the back hoe, the original estimate to replace the transmission was wrong and the Town was not charged for this. The wiring harness had to be replaced and the unit was transported by truck. A request to transfer money will be made at the Special Town Meeting on June 18th. Also, the summer help Skip has had for the last few years will not be returning this year. He will check with Wayne Suriner to see if he is interested in some of the summer work.

MBI agreement for the payment of the Comcast balance of \$237,000 over a ten year period was signed.

TA advised that Elm Electric was not interested in replacing the lights in the Senior Center and Town Hall; TA will contact Jill at PVPC and work on getting another Electrical company to do the work.

It was questioned as to when the application deadline for vocational schools was and the Town uses the GRSD date of March 1st, any applications after that are too late for consideration.

Old business: Dave wanted to know why Erica Johnson of PVPC has not obtained bids for the removal of the asbestos in the General Store, he will follow with her.

Judy said the Personnel Policy should be brought to the next Selectboard meeting as it has been vetted by Town Counsel and should be put in place.

Al said the Board should work on figuring out who Police Chief Tom Austin's replacement will be. Tom will have to retire in September.

Al motioned to appoint Dave as Selectboard chair, Judy 2nd. There was discussion and Judy said she would be willing to take on additional responsibilities if Dave would accept the position. Dave said he would accept as long as he got help from the other Board members. Vote was 3-0 and Dave was reappointed as chair.

New business: Dave said he has been in contact with Melanson Heath and they are still waiting for some figure from Bev,

Public input: Howard Knickerbocker questioned where the tapes of Jack Cobb outlining the history of the town and if they were at the Senior Center. Judy said the Senior Center has some of the tapes but does not believe they have them all.

Judy motioned to adjourn, Al 2nd vote 3-0 and 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

SELECTBOARD MINUTES
JUNE 3, 2019

Meeting opened at 6:02pm

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

Board met with Jim Bitzas, Comcast and Cynthia Gaines, MBI. Jim was there to go over the mapping of Comcast's proposal for the town, Cynthia is there to listen to any issues and take back to MBI as MBI has allocated additional funding for the Comcast buildout. Jim said the entire town would be wired for internet with the exception of lower Town Hill Road; Comcast has to provide coverage to at least 96% of the town according to the MBI rules. Al felt they should strive for 100% coverage but Jim said is a financial decision by Comcast. He will provide an estimate for covering that portion of town but felt it would be in the \$50,000-60,000 range but will put firm numbers together. Dave questioned if there would be savings by not having to have a police detail on many of the roads and could that savings be put toward the additional buildout. Jim said the costs per mile vary depending on pole replacement, underground utility services (there are none in town), etc. Howard Knickerbocker said with 10 full time residential customers it should alleviate some of the costs. Howard would like review the map and send some of his thoughts to Jim.

Joe Kearns questioned if either Becket or Washington could provide service to areas of town as both are using Whip City for their provider, Jim said that was possible as Comcast is providing Becket with a portion of coverage near the Chester line that is easier for Comcast to reach than it would be for Whip City. Jim also said if the make ready costs come in under their estimate, it allows for more money to be spent on providing coverage.

The timetable for internet reaching the town depends on how quickly the make ready is completed; once that is done it would take about 4 months for everyone to be connected according to Jim. The board thanked both for their attendance.

Warrants reviewed and signed; Payroll: \$11,095.50; Expenses: \$12,929.63

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

Fire Chief Ron Radwich met with the board and advised he had located a 4 wheel drive tanker on Long Island and went down and drove and inspected it. It met the requirements and needs of the fire department. He is going to purchase the unit and have it trucked back to town. Also, the siren has not been working; he had John Savery check out the electrical and everything on the ground was in working order. He needs to have a bucket truck check the top of the pole. TA said he would contact Chester Electric and see if they could provide one of their trucks to inspect the top.

After brief discussion on the Personnel Policy to make sure the one reviewed was the final policy, Judy motioned to accept it, Al 2nd and vote 3-0 and the Personnel Policy is now in effect.

TA told the board the Tanglewood Runners would be stopping in town on June 29th as they run from Boston to Lenox as a fund raiser. In years past, they have provided a free concert to the town in appreciation of the hospitality the town shows the runners. Residents provide bagels, water, fruit and breakfast items for the runners at their own expense. The Board authorized up to \$200 to be reimbursed to the residents purchasing the supplies.

The town barbecue was discussed next; there was discussion that it would be held in conjunction with Middlefield Days and held at the fairgrounds. Further discussion regarding a band that would be paid for by the Middlefield Days group, prices obtained for catering the event expecting up to 150 people would attend. This originally started as a way to thank the volunteer firemen for their support and service to the town. There will be further discussion in future meetings.

Old business: Al wants to know when the board will be looking to replace Tom as Police Chief. That will be on the next agenda.

Judy would like a to letter to be sent to the area that is currently not in the Comcast service plan telling them the board will do everything to get them the same service as the rest of the town. TA will draft a letter and send it to board members for review before mailing.

Ann Marie Visconti told the board a First Responders course was held and she will forward a list of all the participants.

Al motioned to adjourn, Dave2nd; vote 3-0 and meeting adjourned at 8:08pm

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Alert Sirard

SELECTBOARD MINUTES
JUNE 12, 2019

Meeting opened at 6:05pm

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

Volunteer barbecue was briefly discussed, appears it will no longer be a town wide barbecue and will be back to the original thoughts.

Also, Chester Electric checked the siren for the Fire Department with their bucket truck, the siren is now working. Thanks to CMELD.

Darlene McVeigh, Huntington Selectboard member requested to speak to the Selectboard regarding the MARS involvement with the Gateway schools. She recommends the continued support and participation of the towns. The alternative assessment was one of the results of MARS, the school and member towns meeting as well as amendments to the regional school agreement. Enrollment is strong in the elementary schools but many students opt for the vocational schools when it is time to enter high school; Huntington is an example: 16 8th graders scheduled to enter high school and 11 have opted for vocational schools. One options to keep students enrolled is to expand courses, if this isn't successful it may be time to talk to other schools to see if it's possible to send students to their high schools and keep the Pre K-elementary schools. With the high speed internet becoming available to all the member towns, a better job of marketing the area may be beneficial for school enrollment. Darlene would like the board to acknowledge MARS and keep it in place. Currently Gateway pays for half the cost and the 6 towns split the remaining half. The board thanked Darlene for her input.

Under new business Dave said he spoke with the chair of the Becket Selectboard regarding the possibility of having Whip City provide internet to the Bancroft area. He said it is not as simple as it may seem and there were some issues with make ready costs, etc. Whip City costs are similar to Comcast's costs, approximately \$50,000/mile. Doreen Black said that some of the residents did not get the letter that the TA sent, TA checked and all letters were sent out the same day. She also said she felt the letter was not clear. Letter explained what was occurring and if any questions to either come to a board meeting or call the TA.

Board met with Police Chief Tom Austin regarding his 9/27/19 forced retirement. Tom would like to hire his replacement from within, he feels it is necessary for there to be a police chief for the town and not rely on others for the town. All his officers have the necessary training to become chief, the chief has to do all the required training of the officers plus and additional 8 hours yearly of chief training. Tom agrees it would be nice if the officers all lived in town but right now he is the only one in town. He does have one

person very interested in going to the academy and he is also speaking with a female in town that may be interested. Tom said as chief he deals with the district attorney's office, does the paperwork for pistol permits, etc. The chief can delegate this work but it is ultimately the chief's responsibility. Board thanked Tom for his dedication to the town over the past 39 years.

Judy motioned to adjourn, Dave 2nd; vote 2-0 and meeting adjourned at 6:55pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

SELECTBOARD MINUTES
JUNE 17, 2019

Meeting opened at 6:00pm

Present: Judith Hoag; Albert Sirard; David DiNicola was absent
Duane Pease, Town Administrator (T/A)

Warrants reviewed and signed; Payroll: \$15,035.61; Expenses: \$42,169.43
Minutes of June 3rd approved on motion by Al, Judy 2nd; vote 2-0.

Dave Fuller asked why the Comcast coverage for Bancroft was not included but many outlying areas were. This was a decision that Comcast made and they did comply with the mandated 96% coverage required by MBI.

Ann Marie Visconti advised the board that she had purchased CPR mannequins, adult and infant for training purposed for the police and fire departments. There was discussion as to who had completed the First Responder's training and the CPR training. She will provide a list and if there are those not on the list they should not be First Responders.

6:15: Bid opening. George Propane sent bid by certified mail, T/A opened bid. George's bid was for \$1.495 a gallon for propane delivered to the 3 locations. Brief discussion and Al and Judy felt it was an excellent bid. Al motioned to accept the only bid, Judy 2nd; vote 2-0.

Diesel bid from Mirabito was opened; their bid for diesel fuel delivered to the highway garage including all taxes was \$2.7387. There was some confusion as they also included a separate cost for kerosene; bid was tabled for further information. Wheeler Oil did not submit a written bid but would supply at a flexible price \$.30 over cost.

Yearly appointments were made, see attached sheet.

With sun shining through the windows, Judy said they should be washed. T/A will ask Wayne if he will be able to wash. Town Hall custodian, Crystal Main, would not be able to reach tops of windows.

New business: Special Town Meeting Warrant was discussed and the article requesting money for mapping the cemeteries seemed like the town would be spending a lot of money over 4 years when a better plan may be to clean and repair some of the older damaged headstones. It was felt that the small cemetery behind the Town Hall would be a good candidate to see how repairs and cleaning would go.

Judy motioned to adjourn, A1 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



Town of Middlefield Board of Selectman

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SELECTBOARD MEETING

2019-06-26

Board Members present: Chair David DiNicola, Members Judith Hoag (by conference call) and Al Sirard

Police Committee: Chester & Blandford Chief Dan Ilnicky, Chester Selectman John Baldasaro.
Attendees: Joseph Kearns, Curt Robie, Tamarin Laurel Paine, Adair Laurel Cafarella and Fire Chief Ron Radwich.

Meeting opened at 7:00

- **Retirement:** Middlefield Chief Tom Austin is retiring on Sept 28. Selectboard are exploring model police policies. They invited the Chester Selectman and Chief to learn about their intention to join with Blandford's police force.
- Discussions began 1 ½ years ago with Blandford. Chester applied for an \$11,000 grant through Pioneer Valley Planning Commission for a feasibility study. As a result, PVPC recommended an intermunicipal meeting (hereon known as IMA). Chester applied for the next round of funding for \$43,000 which included money for equipment, radios and administrative costs to facilitate the IMA.
- The IMA consists of a Police Advisory board (Both Selectboards, Town administrators and Chester and Blandford's appointed Police Chief Dan Ilnicky. Blandford made the decision to allow Chester to be the host town and provide personnel and assets to cover both of those communities. By joining with Blandford, Chester is able to double their patrols with no additional costs. The IMA would improve patrols by having two cruisers on, one patrolling Blandford and one for Chester 4 ½ hours a day. By July 1st, Chester and Blandford will be paying their officers an hourly rate of \$20. Chester will be contributing \$40,000 and Blandford will be contributing around \$37,500. for wages and assets. Chester will struggle with hiring personnel to cover patrols for both Towns.
- Chester's Police Chief, who resides in Southampton is on call 24/7. Officers are randomly scheduled. John Baldasaro is the only local officer. Chief Ilnicky is in charge of all personnel. Radio coverage was discussed. Chester will migrate Blandford with Northampton. Blandford will keep all their frequencies, but when they want communications with the control center, they will use the Chester repeater.
- Middlefield Fire Chief Ron Radwich stated that Pittsfield can now pick up cellphones. With a migration, all of our radios will need to be changed and there would be a delay in dispatching.
- Selectboard member Al Sirard will work on getting the study and will reach out to John for contacts.
- Motion was made and seconded to adjourn at 8:40.

Respectfully submitted, Suzanne C. Lemieux