

SELECTBOARD MINUTES  
JULY 1, 2019

Meeting opened at 6:00pm

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

Warrants reviewed and signed; Payroll: \$13,268.11; Expenses: \$21,942.39

No minutes to review.

Diesel bid from Mirabito was accepted on motion by Dave, Al 2<sup>nd</sup>; vote 2-0. TA will notify Mirabito of acceptance.

Brief discussion on Comcast's estimate to build out to 100%, cost is under \$59,000 and could even go lower depending on what the make ready costs are.

Meeting with Chester Police Chief, Dan Inicky, and selectboard chair, John Baldasaro, was discussed next. Both Dave and Al felt the meeting went well and chief explained how his department handles providing Blandford with police coverage. Dan was hired on a temporary basis when the entire Blandford department resigned, he has since been appointed on a permanent basis. Both felt Dan was a real stand-up guy.

Next discussed was a letter from Police Chief Tom Austin, copy is attached to minutes. Tom's letter stated he has 2 police officers in mind, one a former Holyoke officer and the other a young lady that grew up in Middlefield. He also has two former officers that would volunteer in helping to train officers, both have completed the full time police academy in Massachusetts.

Also included was a letter from current police officer, Jenny Dion, requesting consideration for the position of Police Chief upon Tom's retirement.

TA requested the Town Hall be closed over the 4<sup>th</sup> of July weekend, that would be the 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup>. Board agreed and TA will have it posted on web site and bulletin boards.

Under new business: Kathy Olson has complained about the fencing that was erected between Jack Cobb's house and the town garage. She received pictures and

said she could see through the slatting and observe town vehicles. Will follow with Highway and see what can be done to mitigate this.

Dave motioned to adjourn, A1 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 6:40pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albert Sirard

**Middlefield Police Department  
PO Box 291  
Middlefield Ma 01243**

**To: Selectmen**

**From: Chief Austin**

**During our last Select men's meeting there was a concern about having more local police officers and it was at that time, I decided not to wait till the next Chief of Police appointment to recruit new officers.**

**I have two officers in mind which i am going to give applications to that have expressed interest in the police department.**

**One was a former officer in the Holyoke police department and the other is a young lady that has grown up in Middlefield.**

**I also have to volunteers that will help the town at no cost to the town they will help to train the officers.**

**One was an DEA agent in NYC and the other was an officer in Becket and Huntington**

**One has just completed the three week Massachusetts State firearms training class and would teach firearms and the use of force, the other is an expert at computer science, which would help the computer system in the office but would also help out with investigations which require computers or phone investigations. Both have completed the full time police academy in Massachusetts.**

**The two local residents would have to attend the part time academy this fall.**

**The Chiefs position would require 15 hours per week which would include Office hours on Monday nights, 911 call outs, training, patrol, Admin hours.**

**The Chiefs duties include  
Training of officers  
Processing of firearms permits**

**Patrol**  
**Speed Enforcement**  
**Answering of 911 call outs**  
**Officer hours**  
**Safety of officers and town residents**

**Sincerely Chief Austin**

**Patrol**

**Speed Enforcement**

**Answering of 911 call outs**

**Officer hours**

**Safety of officers and town residents**

**Sincerely Chief Austin**

July 1, 2019

Jenny Dion  
33 South ST.  
Agawam, MA 01001  
413-464-3200  
[JennyLeeAustin7@gmail.com](mailto:JennyLeeAustin7@gmail.com)

Dear Select board,

As a current police officer with the Middlefield Police Dept. for ten years, I would like to be considered for the position of Police Chief, when the position becomes available.

I have been with Middlefield Police Dept. for ten years, and I grew up here, I have a working relationship with the community, and surrounding police departments. I have a Bachelor's Degree in business management, and I am currently update on all training requirements such as, In Service training, firearms qualifications, first responders training, CPR certified, and firearms licensing.

Among my strengths are excellent organizational skills, and strong leadership skills. Combined with my dependability and dedication, these qualities should enable me to continue making valuable contributions to the Middlefield Police Dept. Thank you for your time and consideration.

Sincerely,

Officer Jenny Dion

SELECTBOARD MINUTES  
JULY 29, 2019

Meeting opened at 6:00pm

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

Warrants reviewed and signed; Payroll: \$11,913.94; Expenses: \$34,987.89.

Minutes of 6/22/19 approved on motion by Dave, Judy 2<sup>nd</sup>; vote 2-0.

Minutes of 6/26/19 approved on motion by Judy; Dave 2<sup>nd</sup>; vote 2-0.

Board met with Building Commissioner, Bill Girard. He would like his salary to be paid on a monthly basis. He would like \$800/month, he is planning on retiring from his full-time job in Becket and this would make his budgeting much easier. This salary would be less than he currently get being paid on an hourly basis. It would not involve any cutback in his work. There still would be money left to pay his assistant when Bill is not available. Board agreed to his request.

MBI 10 year repayment plan reviewed and signed by both members. The repayment will be deducted from the Cherry Sheet payments over 10 years.

Highway Superintendent, Skip Savery, had the board sign his Chapter 90 request for reimbursement of the line painting. Skip also said the Becket highway boss inquired about renting our boom mower. Skip said he had no objections as he knows the boss pretty well and they have used some of his equipment over the years. He will further discuss and see what type of agreement can be reached.

Skip is also planning on planting some Arborvitae shrubs along the newly erected fence in response to a complaint from Jack Cobb's estate representative. They were sent pictures of the fence and slats and some of the equipment is visible through the slats.

Police issue was not discussed as full board was not present. Judy did say that at the Annual Town Meeting the residents voted unanimously for our local Police Department for the next fiscal Year.

New business: Dave said the auditor would like to meet with 1 selectboard member, 1 Finance Committee member, the treasurer and accountant. Date will be determined, however, if the full board wants to attend this meeting, it will be a posted meeting. The decision on who attends is not the auditors to determine.

Judy said she has had a meeting with Jon Gould, Senator Hines aide, regarding obtaining funding for the Town Center. Jon will see if any additional funding can be obtained.

Judy motioned to adjourn, Dave 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 7:10pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

SELECTBOARD MINUTES  
AUGUST 3, 2019

Meeting opened at 9:00am

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard  
Duane Pease, Town Administrator (TA); Bev Cooper, Treasurer; Matt Drenen,  
Accountant

Minutes of June 17, 2019 approved on motion by Judy. Al 2<sup>nd</sup>; vote 2-0.  
Dave abstained as he was not at meeting.

Minutes of July 1, 2019 approved on motion by Dave, Al 2<sup>nd</sup>; vote 2-0. Judy  
abstained as she was not at meeting.

Meeting held to discuss treasurer/accountant and to make sure both are on the same  
page. Matt said he had called software company on an attempt to get his own sign  
on ID and password and was told someone from the Town Office would have to  
request it for him. TA will send email today requesting same.

Also, hours posted on the website should be followed. Matt has one more Saturday  
Paramedic class.

Bev said many of the issues that were raised in the audit have been addressed. It  
has taken her longer than she originally anticipated to bring everything up to date.  
There were many things that the previous treasurer did not complete.

Dave stated that since the town's accounts were transferred to Adams Bank \$500 a  
month interest has been received.

Judy motioned to adjourn. Al 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 9:25am.

Minutes respectively submitted by:

Duane Pease, Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES  
AUGUST 12, 2019

Meeting opened at 6:02

Present: Judith Hoag; Albert Sirard; David DiNicola, Chair arrived at 6:10pm  
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$13,042.69; Expenses: \$113,786.36.

Meeting moved to auditorium as large crowd of residents were in attendance.

Board continued discussion regarding Police Department. Chief Tom Austin addressed the audience and said that 99% of the townspeople wanted to keep the Middlefield PD and also have a local chief. He spoke against the possibility of merging the department with Chester. At that point Dave said there had been no further talks with Chester and the only discussion was at a board meeting a couple of months ago when Chester's chief and a selectboard member met with the Board.

There was continued discussion regarding the Chester/Blandford police and that the residents did not want that in town, Tom had a copy of an email that Dave had sent to the Selectboard email and asking Al where we were on the police grant. Jenny Dion said the Annual town Meeting had voted the budget and it included more money for increased patrols. Tom said that many residents would rather come into his office and talk rather than calling 9-1-1. The residents are all our neighbors. Judy stated the ATM voted the budget as it was explained and the police dept. should be kept as is through the fiscal year.

Tom said he was not going to recruit any new officers and would have left it up to the new chief. But now has 1 retired police officer and 2 others in town that would be willing to become town officers.

Noreen Suriner stated there is a push from the governor's office for consolidation and some positions make sense but not the emergency services of a small town. The residents have a wonderful opinion of Tom and all that he has done. Al said he has the greatest respect for Tom and that he is a fantastic person. Sherri Venditti asked what the rationale was for having Chester take over the police dept. rather than looking to hire locally. Dave said the focus is on appointing a new chief, currently there is one applicant and Tom should be involved in the process.

Judy said she was not pushing in any direction and found it clear that the appointment should be a local person if possible.

Adair Laurel-Cafarella said he was the 1% that was not happy with Tom. Prior to his building on Bell Road, he had people screaming, putting up signs and throwing objects on his property and called Tom and was told to call the State Police. Tom responded by saying he had the State Police knock on his door and tell him one of his daughters was involved, so he could not do any of the investigation. Adair said no charges were filed but the State Police told him the matter was settled and there would be no more problems.

Tom and Dave agreed to have a committee set up to determine the next Police Chief, Tom would like to see it remain local. There was a short discussion on this topic.

Jack Guyette wanted to know why some of the Selectboard minutes were not posted promptly. It was explained that for the month of July not all of the board members attended each meeting and the minutes could only be approved by the members that were at the meeting. Howard Knickerbocker suggested videotaping the minutes and that way they could be posted immediately.

Mark Doane stated he had been stopped by Tom once and was given a warning and Tom also told him the next time he would tell his mother. Mark said if you were going to be away, you could tell Tom and he would do house checks, he also did welfare checks on the residents. Mark stated he was proud to say Tom is our Chief of Police.

There was discussion on letting Tom continue as Chief until the end of the Fiscal Year and to let him build the department. A Latino resident spoke up and said he has lived in town for 10 years and has never felt any discrimination or back door politics.

Sherri Venditti said it was easy to assume back door politics in the newspapers but the Selectboard agenda is posted prior to the meetings and the public is welcome to attend the meetings.

Hampshire County Sheriff Patrick Cahillane spoke, stating he had been with the Sheriff's Department by serving summons in Middlefield and has known Tom since then. He said Tom is all about the community and to know who is in the community and it is important to have a chief like Tom.

There was discussion on the process of hiring a new chief, liabilities the town could face and it is not a simple process. If it's not broke, don't fix it.

Lt. John Hackett of the Russell State Police barracks said the state police will provide backup to the local departments. He has two troopers on duty every shift and if there is no one available locally, he sends his troopers as primary responders. If it is an emergency and his troopers are not available he can always call the Lee or Shelburne barracks for help.

Dave motioned to adjourn, A1 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:05pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES  
AUGUST 26, 2019

Meeting opened at 9:00am

Present: David DiNicola, Chair; Albert Sirard; Absent: Judith Hoag  
Duane Pease, Town Administrator; Bev Cooper, Treasurer; Matt Drenen, Accountant;  
Tanya Campbell, auditor from MelansonHeath; Joe Kearns, Finance Chair

Campbell gave a description of the process of her audit, this audit was requested as there was a change in treasurers from Jane Thielen to Bev. She followed her draft report. (copy attached) She noted a few discrepancies that were the result of prior record keeping and that using the computer programs would eliminate these errors.

There was an error between the general ledger and the treasurer and that should be carried forward until the end of the fiscal year and then have the accountant decrease the general ledger to balance with the treasurer.

Many of the recommendations made had already been implemented by Bev, Bev is now using electronic transfers, etc. The prior treasurer had gone from one bank for a withdrawal and then take the paper check to another bank for deposit. Many of the accounts have already been transferred to one bank thus making the whole process much easier.

There was discussion regarding the switch to the UMAS accounting system from the statutory accounting method that is now outdated. Campbell said she would see if she could find a town that would be willing to send a copy of the UMAS system to Middlefield. This could be implemented starting with FY'21.

Joe Kearns said regular evaluations of the financial appointed people should be done by the Board as they are the appointing agency for these positions. Dave said he will get quarterly reports from Bev on the revenue coming in to the Town.

Campbell was thanked for her report and coming to the Town Hall.

Dave motioned to adjourn, Al 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 9:50am

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair;

Albert Sirard

SELECTBOARD MINUTES  
AUGUST 27, 2019

Meeting opened at 6:02pm

Present: Judith Hoag; Albert Sirard; Chair David DiNicola arrived at 6:11pm

Warrants reviewed and signed; Payroll: \$ 18,831.74; Expenses: \$12,907.52 and \$5,831.74

Minutes of 8/3 approved on motion by Judy, al 2<sup>nd</sup>; vote 2-0.

Minutes of 8/12 approved on motion by Judy, Al 2<sup>nd</sup>; vote 2-0

Minutes of 7/29 approved on motion by Dave; Judy 2<sup>nd</sup>; vote 2-0; Al abstained as he was not present for meeting.

Tax collector Mary Ann Pease address the Board regarding the Maitland Dowsey property, Maitland has died and the taxes have not been paid over the past few years and it is in Tax Title. There is approximately \$5,300 owed. Maitland has a daughter who has shown no interest in the property since he was taken to a nursing home, he also has a sister who is also elderly and lives in NYC. The main problem is the building has been condemned and is in terrible condition, if the Town takes it for taxes, they also get the liability with it. The house would have to be secured. There was discussion on what the town would do with the property as the land is worth less than the cost of demolishing the house. Mary Ann did state there is someone interested in purchasing the property and would raze the building and build new on the site but would the heirs then come back and look to reclaim the property.

Health Agent Jackie Duda also address the Board and gave a brief history that begins in August 2014 when she was called in to inspect the home. There was no running water or toilet facilities. She called Highland Valley Eldercare and he was taken out of the house that night. Jackie condemned the house that day. Selectboard member, Howard Knickerbocker was also at the house at that time. Jackie then attempted to have the house placed in receivership, one contractor was interested but upon inspecting, he withdrew his interest. She said the Board of Health can order the house to be demolished at the Town's cost and place a lien against the property and hope to recoup the costs by taking the house in Tax Title and selling it at public auction. There was continued discussion but no firm plan was determined. Contact with the daughter will be attempted.

Dave signed the Veteran's Agent contract.

Mail reviewed: Cabot Risk will be having an Injured on the Job Seminar; CDBG award; Cannabis Seminar if any board member interested in attending and a letter from Harris Mountain offering to help in the selection of a new Police Chief.

Police Dept. was next on the agenda, help wanted ads to be placed in the Country Journal, Berkshire Eagle, Hampshire Gazette and Springfield Republican.

Judy said the Board has not had this discussion, she went through the material that has been received over the last month or so; Tom's letter, Jen's letter applying for the Police Chief position, the petition that town residents signed and Tom's memo. She said it is obvious the residents want the new chief to be local and the Annual Town Meeting voted unanimously for local chief/local police. Judy said Jenny is local and qualified.

Al said Tom brought in a group of residents to a Selectboard meeting with no notice to the board.

Dave said it is up to the Selectboard to appoint the Police Chief and police officers and to appoint a qualified chief. The Board needs to look at other candidates as the town does not have a force of 5 or 6 qualified officers. And the board will choose a qualified person to fill that position. Dave also said he made a mistake in sending the August 4<sup>th</sup> email but Tom did not read the entire email, just a portion as most of the email was directed to the Town Administrator (email attached to minutes).

Howard Knickerbocker had a point of order, he stated that Mass general Laws require police officers live within 15 miles of the town/city they work for. He will email law to board.

Old business: the former general store and adjacent house have to be secured. Howard sent letter regarding use of store for historical museum as the cost of demo would be more than rehabbing for museum. Judy referenced engineering study performed by Hill Engineering stating neither building is restorable.

New business: Al suggested purchasing tape recorder for use during Selectboard meetings.

Judy requested use of Town Hall for Middlefield Days in case of bad weather that would be September 28<sup>th</sup>, board agreed it would be okay.

Howard said he had been in contact with woman from Michigan who was looking for information on graves. He was in Center Cemetery and many stones are in trouble and need repairs.

Dave motioned to adjourn, July 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:05pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola; Chair

Judith Hoag

Albert Sirard



Middlefield Select Board Meeting Sept 24, 2019

Meeting was called to order at 6:00 PM by Chair Dave DiNicola. Also present SB members Judy Hoag and Al Sirard. TA Duane Pease absent (vacation), minutes taken by Sherri Venditti.

Applicants for position of Police Chief interviewed during the meeting: Kevin Janvrin, Michael Gruska, Carlos Flores, and Jenny Dion. Each in turn responded to the same set of questions from each SB member.

Warrants approved: #20WP6 \$21,305.31 and #20W10 \$11,836.75

Discussion of fact that Police Chief is a salaried position and expectations should be outlined.

Judy moved to adjourn, seconded by Al, voted all in favor.

Meeting adjourned at 8:35 PM

Minutes approved:

Signed: \_\_\_\_\_

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

Signed: Judy Hoag

Date: 10/2/19

Signed: Al Sirard

Date: 10/7/19

Public Hearing conducted by the Middlefield Select Board as Hearing Authority of a  
Dangerous Dog violation. Held on Sept 25, 2019 at Middlefield Town Hall  
Re: Dog owned by Cynthia Lapa, Arthur Pease Rd

Present: SB members Judy Hoag and Al Sirard, Dave DiNicola absent.  
TA Duane Pease absent, minutes taken by Sherri Venditti

Hearing was opened by Al Sirard at 7:04 PM.

ACO Terry Donovan provided SB with copies of the Findings from the March 2016 "dangerous dog" complaint Hearing involving the same dog. At that time the dog was deemed by the Hearing Authority (SB) to be a "dangerous dog" and required to be kept leashed or in a fenced area at all times.

ACO Terry Donovan also provided SB with statements from Stacy Fisk regarding the attack on her dog while walking past Ms. Lapa's property and from Cynthia Lapa stating that she believes the dog got out of her yard through a broken gate.

MGL Chapter 140, Section 157; Nuisance or Dangerous Dogs, Section (h) provides for seizure of a "dangerous dog" if the owner or keeper of the dog is found to be in violation of a previous order. It is the recommendation of ACO Donovan that the SB require the dog to be confined in accordance with the requirements of section (ii) of referenced statute and on leash at all times other than when the dog is in the confinement area or inside the owner's house. Section (ii) requires that outdoor confinement be in a **securely locked pen or dog run which has a secure roof and either a floor secured to the sides or the sides be embedded into the ground by no less than 2 feet, and a dog house or shelter from the elements.**

ACO Donovan further recommends that the dog not be allowed loose in any of the existing fence at any time, must be kept on leash going to and from the house to the qualifying confinement area, and that any subsequent violation of the order result in euthanasia of the dog.

Al moved to accept the recommendations of ACO Donovan with the exception that she seize the dog and hold her until the requirements set forth in section (ii) have been installed by the owner, inspected and approved by the ACO and another town official, and costs associated with seizure and holding of the dog have been paid. Motion seconded by Judy. Voted: Al – Aye, Judy – Aye. Motion passed, ACO Donovan will contact Police Chief Tom Austin to schedule.

Signed:

Date:

Judy Hoag 10/7/19  
Al Sirard 10/7/19

Meeting of the Middlefield Select Board  
Sept. 26, 2019

Present: Chair Dave DiNicola, Members Judy Hoag and Al Sirard.  
TA Duane Pease on vacation, minutes taken by Sherri Venditti

Dave opened the meeting at 6:00 PM

Al advised that the SB had received an email from Kevin Janvrin withdrawing his name from consideration for the Police Chief position.

Discussion of qualifications and experience of the remaining three applicants ensued, whereupon, based on her 10 years of service on the Middlefield Police force, Dave moved to appoint Jenny Dion as Police Chief for the remainder of the current fiscal year with an annual salary of \$15,000 to be pro-rated for the period.

Al seconded, voted: All in favor.

Dave will notify Jenny and <sup>will</sup> send letters to the other candidates thanking them for their applications.

Al advised that he had been advised by the ACO that she did not seize the dog that was the subject of a hearing on Sept 25, 2019 as she was unable to confirm receipt of the hearing notice by the owner, Cynthia Lapa. Dave will contact Town Counsel for guidance.

Dave moved to adjourn. Judy seconded. Voted: All in favor.

Meeting adjourned at 6:30 PM

Signed:  Date: 10/7/19

Signed: Judy Hoag Date: 10/7/19

Signed: Al Sirard Date: 10/7/19

SELECTBOARD MINUTES  
OCTOBER 7, 2019

Meeting opened at 6:01pm

Present: Judith Hoag; Albert Sirard; Chair David DiNicola arrived at 6:15pm  
Duane Pease, Town Administrator

Warrants reviewed and signed; Payroll: \$13,244.12; Expenses: \$2,990.55  
and \$704.85

Minutes of 9/24/19 approved on motion by Al, Judy 2<sup>nd</sup>; vote 2-0.

Minutes of 9/25/19 Dog Hearing approved on motion by Judy, Al 2<sup>nd</sup>; vote  
2-0.

Minutes of 9/26/19 approved on motion by Judy, Al 2<sup>nd</sup>; vote 2-0.

Comcast update: STM tonight to take from Stabilization Fund to cover  
100% of town. Towns that opted for Westfield Gas & Electric are finding the  
costs of drops to be very expensive and MBI adding additional funds. Dave  
has been in contact with Peter Larkin to see if additional funding will also  
be available to Middlefield.

Old business: Al brought up the landfill on Anita Myers' land, the appraisal  
was don a while ago and this should be brought to a conclusion. This will  
be on the next agenda.

Certified letter sent to Cynthia Lapa still has not been delivered. Will  
schedule a new hearing and have police hand deliver the letter to her as  
well as certified letter.

New business: phone 413-442-0512 in a non-emergency number for  
police.

Public input: Marin wanted to know when Trick or Treat will be held. It is  
usually held on a Saturday, board agreed to have in on October 26<sup>th</sup> from  
5-7pm.

Ron Radwich questioned the Board to see if he should continue  
membership in the Hampshire Fire Association. The cost is \$600 a year,

they do provide some training events. Ron thinks he has straightened out the gas card mix up with Chester electric, Ron has the only card and keeps it with him. He has gotten some gas charges that should have been sent to the police dept.

Judy motioned to adjourn, Dave 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:01pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Selectboard Minutes  
October 21, 2019

Meeting opened at 6:02

Present: Judith Hoag; Albert Sirard; Chair, David DiNicola arrived at 6:30  
Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$5,978.01; Expenses: \$13,771.98.

Minutes of October 7<sup>th</sup> approved on motion by Judy, Al 2<sup>nd</sup>; vote 2-0

Board met with Anita Myers regarding the portion of her property that had been used as a landfill in the past. Parcel was appraised by Crowley and Associates. Appraiser had placed a value of \$14,800 on the 7.4 acre portion the Town is looking to purchase. Anita said she felt the land was worth \$25,000 but would take \$20,000 for it as she has been paying taxes on it since she purchased it in 1988. The landfill was in existence but had been discontinued when she purchased her home and surrounding land. She had gotten an abatement from the assessors for one year but when she applied the next year it was denied. There was discussion regarding the frontage that would be left to her, it is 572 feet and that would be short of the 3 building lots she may want to give to her children. It was suggested that the Selectboard minutes note that the board was in favor of a ZBA exemption for the 28 feet, also discussed was having the property surveyed to make sure she would have the necessary frontage. TA will check with counsel to see if a right of way or permanent easement would satisfy the necessary frontage. Any sale of the property would have to take place at an Annual Town Meeting.

Jason Costa addressed the Board regarding a piece of the former Farmer property that is owned by the town, this was a tax taking many years ago and when the property was sold, this parcel was omitted. The piece is located across the river from land he owns but would like to get it back together with his property. TA will discuss with tax title attorney for possible public auction.

Highway Superintendent, Skip Savery, met with board to discuss the 2 application he received for the vacant highway position. He recommended Chase Carrington as he is local, has a lot of mechanical experience and knows the town. Chase had been offered the job once before but was not able to accept it. He has his hoister's license and is willing to go to school to obtain his CDL. Skip said one of the organizations he belongs to will pay for half of the cost of the CDL School. Dave motioned to appoint Chase, Al 2<sup>nd</sup>; vote 2-0 as Judy abstained as Chase is her son. Skip also said the paving of Town Hill Road is completed.

Under Old Business the Dog Hearing on Cynthia Lapa's dog has been rescheduled for November 18<sup>th</sup> at 7pm. TA will have Police Dept. hand deliver the letter to Ms. Lapa as well as sending certified.

Also Judy informed the Board that Wayne Suriner no longer want to be the Town "handyman" but will maintain the walks during the winter.

TA said the lighting at the Senior Center and Town Hall under the Green Grant has not resulted in any of the electrician submitting bids, the job is too small. TA will check to see if this can be done by the town electrician, John Savery, without any issues from DOER.

New business: Dave received a certified letter from the Hampshire Retirement Board; treasurer has not sent the certification that has been requested. Dave said the board needs to meet with the accountant, treasurer and tax collector to straighten some things out. This meeting will be scheduled on a Saturday morning.

Public input: Marin said she has to obtain figures so the Tax Classification Hearing can be scheduled. She spoke with Matt and filled him in on what has to be done to complete this and he was not aware of the DLE or log in. this is another reason for meeting with the above.

Dave motioned to adjourn the meeting, July 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:37pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

SELECTBOARD MINUTES  
NOVEMBER 18, 2019

Meeting opened at 6:02pm

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

Warrants reviewed and signed; Payroll: \$12,696.33; Expenses: \$259,754.76

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

Board met with Police Chief Jennifer Austin Dion. She has been on the job for about 1 1/2 months and provided the Board with report showing what she has been doing. She has updated the Sheriff's office with her phone numbers, will be getting a Google phone # for contact in non-emergency situations. She has continuing education responsibilities that include 40 hours of in service training yearly and fire arms qualification, she will be completing the Chief's training when it is offered in the spring. Jen is also working outside details and if an emergency arises she is able to leave to handle the emergency. Most of her details are local. She has been setting up radar at different times to slow traffic, mostly she is giving warnings. It is not economically feasible to issue tickets as it requires at least 4 hours of court time and often takes the whole day before a traffic ticket is called before the judge.

Jen currently has to people taking the Police Officer course, Erin Suriner and Tanya Santaniello. They do three hours of training on Tuesday and Thursday evenings and 8 hours on Saturday. The Board thanked her for her time.

Old business: Judy wants to know when the meeting with the Treasurer and Accountant will be rescheduled. Dave said he has been in contact with both and when Matt was hired the Board should have been more active in his training and laid out a road map for him. Meeting will be scheduled for 12/7.

Meeting was temporarily adjourned for the Dangerous Dog Hearing at 7:00pm

Meeting resumed at 7:25pm

Lights at the Senior Center were discussed. DOER has given the okay for the Town Electrician to do the installation as the job is so small we have not been able to get an electrical company interested in doing the work. This also goes for the Town Hall lights.

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



## **Town of Middlefield Board of Selectmen**

P.O. Box 238, Middlefield, MA 01243

Tel: 413-623-2079

Fax: 413-623-6108

[selectboard@middlefieldma.net](mailto:selectboard@middlefieldma.net)

### **DAMGEROUS DOG HEARING NOVEMBER 18, 2019**

Hearing opened at 7:00pm

Present: David DiNicola, Selectboard Chair; Judith Hoag, Selectboard member; Terry Donovan, Animal Control Officer; Cynthia Lapa, dog owner; Duane Pease, Town Administrator.

Others present: Tamarin Laurel-Paine; Adair Laurel-Cafarella; Sally Connor; Skip Savery; Suzanne Lemieux

This hearing is classified as a Dangerous Dog Hearing as there was a prior incident with this dog and the hearing held on March 8, 2016 and the result of the hearing was to deem the dog a "Dangerous Dog".

ACO reports incident occurred on September 10, 2019 while Stacy Fisk's son was walking his mother's 3 dogs. Ms. Lapa's dog was in her fenced area when he came out of the area and up to one of the dogs. He sniffed one of the dogs and then just jumped on it. Stacy's son was finally able to pull the dog off and slam it to the ground. Ms. Lapa could not control her dog and Stacy's son was able to put a leash on it and bring it back into Lapa's yard.

Ms. Lapa said with all her contractors going in and out of her property one of them broke the gate and she was using bungee cords to hold it shut but it was not good enough. At the time of the incident she was working in her barn and came out as soon as she heard the noise.

ACO report dated 9/12/19 states she contacted Sgt. Roy Sutton of MSPCA regarding what to do next. She was informed the law was pretty explicit on the procedure. ACO recommends the Selectboard hold a public hearing and have Ms. Lapa attend and be informed of the procedure. ACO suggests not seizing the dog at this time and giving Ms. Lapa 10 business days to obtain a secure fenced area for her dog. This is described in MGL, Chapter 140, section 157. ACO would then inspect with a Town official to make sure the area is in accordance with the law. If not compliant, the dog would be surrendered to the ACO until such time the fencing is completed. ACO also stated that

the dog be walked on a leash between the house and fenced area and that any variation of this procedure or an additional offense would result in the euthanasia of the animal.

Ms. Lapa said she has reimbursed Stacy Fisk \$350+/- in vet bills. Her dog is very friendly towards people but not other dogs. When questioned if the dog has gotten out since this, no one has seen it out of the yard. Ms. Lapa said she has installed an electric fence and the dog will not go near the boundaries now and also double locks on all of the gates.

There was further discussion and Lapa was told the Town is following the Mass General Laws and not creating rules as they go. ACO read the MGL applicable to this and Ms. Lapa was given a copy of the laws. ACO was adamant that whenever the dog was in the yard it be on a leash attached to person in charge of the dog. ACO explained the fencing necessary. Ms. Lapa said with the colder weather it may be difficult for her to find a contractor to build her a fenced area, ACO explained it could be a smaller area for now and then a larger one when the weather is better.

Board said they are willing to work with her but she does have to take steps now to prevent this from happening again. Ms. Lapa was given until December 4, 2019 to provide a secure outdoor fenced area for her dog. The ACO and Town official will inspect at that time.

Hearing was adjourned at 7:25pm.

Selectboard Minutes  
December 2, 2019

Meeting opened at 6:03pm

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

Warrants reviewed and signed: Payroll: \$16,996.31; Expenses: \$9,860.94.

Assessors Laura Lafreniere; Tamarin Laurel-Paine; Tonya Santaniello met with the Board for the Tax Classification Hearing at 6:30pm.

Assessors explained to Board the requirements of the hearing and went through the handout given (attached to minutes). Board questioned the Chapter Land parcels, was advised the assessors do all the follow up to make sure regulations regarding Chapter designations are being properly followed; what the restrictions are. With so little commercial property, the Town can only have a single rate.

On motion by Dave, A1 2<sup>nd</sup>; vote 2-0 the Board voted the single rate.

Property tax increase for FY'20 will be \$.32. This increase is mostly due to the Gateway School budget.

Dave motioned to adjourn, A1 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 7:40pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albert Sirard

Selectboard Meeting  
December 21, 2019

Meeting opened at 10:02am

Present: Selectboard members: David DiNicola, Chair; Judith Hoag; Albert Sirard; Assessors: Laura Lafreniere and Tamarin Laurel-Paine, Accountant Matt Drenen; Treasurer Bev Cooper; Tax Collector Mary Ann Pease and Town Administrator Duane Pease (TA).

Purpose of the meeting was to go over the financial issues that have arisen over the past few months. Dave said the Selectboard is usually the last to know of issues and he doesn't like to micromanage each department. In the past he has had to intervene with such issues as Chapter 90 reimbursements and banking issues.

Mary Ann was the first to speak and she spoke of her frustrations with her computer. The Thunderbird email system "sucks" and wonder if there was another email system that could be used. Her frustrations were voiced by all that were there. PVPC had received a grant to do an IT study of the towns and she wondered if any monies were available for new computes. The tax collections will be going on a new system and there is no one to contact when computes issues arise. Chester uses Northeast IT and they can usually solve her problems over the phone, Middlefield has no professional company but relies on Steve Harris who does this for no cost and admits he does not know all of the intricacies of the systems. TA stated PVPC does have an IT program, he will follow with PVPC and other companies.

Matt said he could not submit the info for getting the tax rate sent as he could sign but was not authorized to submit. When he was first hired he advised the board he had no municipal accounting experience and this has been a learning curve for him. He said he has no ego involved in this and if a replacement is necessary, that is okay with him and that it was not fair to pay him if Bev was doing the work. He does not want to leave the Town in a lurch. Matt also stated that Marin will sit with him on Saturday mornings and go over some of the stuff that the assessors use and help him. He also said when he is in on Saturday, he can't contact Softrite with questions so he will sometimes come in early on a Monday morning so he can speak with them.

Bev said she is will to work with Matt and teach him all of the responsibilities of accounting but she would like to be paid extra for this as she still has to do her

treasurers job and can't do both. TA stated there is still \$4,000 in the Tax account that could be used for this training. It was also said that the Accountant/Auditor Association may offer some courses on municipal accounting. Matt will follow through on that.

Dave motioned to pay Bev the \$500 a month for 2 months to train Matt, Judy 2<sup>nd</sup>; vote 3-0.

Bev said it would be nice if the town's system were based in the cloud so work could be done from home, Dave has issues with security of the system but realizes everyone has a real job and working for Middlefield is part-time.

Matt said he can flag accounts that are overdrawn as he prints an expense report. He puts the accounts in for payment but has no idea if the dollars are there. That is up to the treasurer to know if the money is available.

Board thanked all for attending.

TA will follow with PVPC regarding IT support and also with Northeast IT.

Dave motioned to adjourn, July 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 11:07am.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Selectboard Minutes  
January 6, 2020

Meeting opened at 6:00pm

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

Erica Johnson, Pioneer Valley Planning Commission (PVPC)

Erica spoke to the Board regarding the upcoming Community Development Block Grant application. The town received a grant for a new roof on the Senior Center as well as painting a few years ago. She explained the grant and its process and the benefits to the town; housing rehabilitation and social services are currently available to town residents. The grant is based on low to moderate incomes. This is a regional grant that includes the towns of Chester, Huntington, Russell and Middlefield.

The issue of the General Store and adjacent house came up again and since it was denied last year, Erica had no hope of submitting it again. She is still willing to look for ways to obtain funding and will help in any way she can.

Building Commissioner, Bill Girard, was invited to the meeting and said the store is the only building that is condemned and not safe to enter, the house is not condemned by him but most likely would be by the Health Agent as there are leaks, no potable water or functioning septic system. Dave will get updated costs on asbestos removal for the house. Judy questioned if the windows at the Senior Center would be able to be replaced under the grant, Erica said no as it was a historical building. A new hot water heater, electrical work and generator may be something the grant would consider. Al said if a generator were to be granted, the electrical panel would have to be moved and a transfer switch installed.

Also questioned was if the grant could cover any of the Town's cost for paying the additional monies to bring the internet to the Bancroft area. Erica said she would have to send questionnaires to the affected residents. TA will get info to her. The Board thanked her for her attendance.

Selectboard meeting continued. Minutes of 12/2/19 were approved on motion by Dave, Al 2<sup>nd</sup>; vote 2-0, Judy abstained as she was not present. Minutes of 11/18/19 were approved on motion by Judy, Dave 2<sup>nd</sup>; vote 2-0, Al abstained as he was not present. Minutes of 12/21/19 were approved on motion by Dave, Al 2<sup>nd</sup>; vote 3-0.

IT discussion, neither Steve nor Joe were in attendance TA contacted Northeast IT and Joel Mollison will be at the Town Hall Friday at 1pm. Tax Collector and Assessor will be meeting with him. All are invited to come.

Judy said she has been in contact with Jon Gould, Senator Hinds' representative and has been looking for funding to take down the 2 buildings in the town center. She, Jay Swift

and Skip Savery have met with him and looked to Mass Development and other sources of funding. Judy will arrange a meeting on January 27<sup>th</sup> with Jon so he can bring the Board up to date. There was continued discussion about the buildings and the DEP testing of the wells and if there should be another round of testing, Skip will follow with a testing company. This testing should be done before any of the buildings are removed. TA will attempt to locate DEP files that had the test results in them.

New business: Judy said the tables and chairs for the Senior Center are ordered but seller needs PO, TA will send PO to seller.

TA said that MBI released additional funds for the towns building their own fiber network through Westfield Gas & Electric. Dave will follow with Peter Larkin to see if any funds were designated for towns using a cable company.

Highway Superintendent, Skip Savery, advised the International is at the dealer and the chassis harness is corroded, he has not received an estimate of the costs. There was discussion regarding the truck and the number of problems it has had. It is a 2012 with 35,000 miles on it and Dave wondered if it might be better to trade it in and purchase a new truck. Skip said he spoke with Curt Robie about looking into the Volkswagen grant program. This is the fine VW had to pay when it was discovered they were playing with computers to give vehicles false mileage information.

Dave motioned to adjourn, Al 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:37pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Selectboard Minutes  
January 13, 2020

Meeting opened at 6:00pm

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

Warrants reviewed and signed; Payroll: \$9,203.88; Expenses: \$19,593.94

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

No mail to review.

First item discussed was the recent meeting with Northeast IT, Judy, TA, Tax Collector and Assessors attended the meeting with Joel Mollison. Mollison said it would cost \$2,500 for him to come in and review and assess all of the computers and give his recommendations. There was discussion as to why this would be necessary, Board was advised since the State no longer supports the systems the assessors and tax collector use, when issues arise they need to have a contact that can correct any issues with the system. Northeast would be able to have a continued monitoring availability of the system and provide updates automatically. Question arose of how this would be paid for; TA advised the Special Town Meeting of October 7, 2019 agreed to raise and appropriate \$7,500 for IT. Al said Steve could use some outside help and the current system is backed up with Backblaze. Steve Harris said the current system was installed by Kurt Ziniak and he can continue to address the system, Kurt is the IT person at Gateway. One problem is he is not available during the day when help may be needed. Dave motioned to have Northeast IT come in and assess system; Judy 2<sup>nd</sup>; vote 3-0.

Judy address the Senior Center booster, the installation work was shoddy, Steve said he has been in contact with Novus and they are supposed to return and correct it. This was done with a grant handled by PVPC, Molly Goren. Steve also requested the Board approve the installation of a router that would provide internet service in the Center. The router works off the cell phone signal and costs \$329.99 with a \$60/month charge with no contract. This would allow the required filings to be done from the Center, allow residents a chance to use their laptops, etc. while at the center, etc.

Highway Superintendent, Skip Savery, questioned if he could get internet coverage at the garage, was told that the cost to bring signal from the Senior Center to the garage would be expensive and that the MBI drop at the fire station is not active so it is not possible to tap into the fire station. Al told Skip that Chipman Road around Michael Hale's house is extremely muddy, Skip said he would go put some stone in the road. Skip also said that new telephone poles are being installed around town in preparation for Comcast installing the internet.

Old business: Anita Myers' property still has to be surveyed. Dave said he would contact BEK in Dalton and have them check with TA for further information.

New business: Dave advised the Board that he is done in May and will not be running or reelection. He feels 6 years is enough and has had some recent health issues. He wanted to give the remaining members enough of a heads up on his plans.

TA advised the Town Clerk has received the resignation of Terry Crean from the ZBA. TA will contact remaining ZBA member for their thoughts on a replacement.

Judy said the Jon Gould, Senator Adams Hinds aide will be attending the next Selectboard meeting.

Dave motioned to adjourn, July 2<sup>nd</sup>; 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  
January 27, 2020

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard  
Duane Pease, Town Administrator (TA)  
Jon Gould, aide to Senator Hinds, Jeanne LeClair, Economic Development Director, Jay Swift and Dale Hoag, both members of the Town Center Committee.

Jon was present at meeting to explain what he had done in attempting to find funding for the demolition of the former General Store and adjacent house. He had met with Judy, Jay Swift and Skip prior to the meeting and discussed the situation with them. Some of the questions were how to safely remove the limited asbestos from the store without being charged contamination prices for all the debris and how to remove the asbestos safely. Jon suggested the Town contact Cindy at DEP and file a request for a non-traditional work plan. We would also need to re-engage Ecogenesis to develop a plan that would be acceptable to DEP. There was extended discussion as to what had been previously done at the property including the additional testing of the wells as well as the drilling of two additional wells, removal of contaminated soils by DEP and attempts by PVPC to obtain funding through the CDBG.

Dave said his company was subcontracted to remove the contaminated soil but only went as far as the foundation and was told to stop by DEP. Dale felt we should not have to pay for repeated work as it all is supposedly online but can't be found. Jay said since it is only some bathroom tiles and the rear shed roof we should see if the town could remove those contaminated areas and then demo the building. Dale questioned what's allowed before it has to be done by a licensed company. Jon said he will check with DEP and Mass Development to see if they have available money to help in the demo of the building. We need to re-evaluate to see if the Town can remove the asbestos. John Moriarty at DEP is a good guy to contact as he is an asbestos guy.

Jeanne aid it may be easier to obtain funding if the Town puts forth a vision for the future and not just try to fix the problem. She said she could put together highlights and tie the demo to the Senior Center located across the street as well as the Heritage Days celebration. She would use "buzz words" that would enhance our chances.

Board thanked everyone for there input and will continue to pursue the demo.

Warrants reviewed and signed; Payroll: \$20,344.96; Expenses: \$13,251.93  
Minutes approved with changes on motion by Dave, Judy 2<sup>nd</sup>; vote 3-0.

IT grant from PVPC discussed; grant was for technical and IT upgrades. What needs of the towns were, computer replacement, etc.

Judy advised issue of the cell antenna that was placed on the Senior Center still has not been corrected. Al said to have our Electrical Inspector contact the installing company, Novus, and if the ground wire is not completed we can file a complaint with the state Board of Electrical engineers.

Police Chief, Jenny Dion, told the Board that Erin Suriner dropped out of the Police Academy but Tanya is still attending and will be graduating in April. Dave said we should have some type of contract with attendees as the town has to put up the money up front and there are no refunds.

TA advised BEK Associates is preparing a cost estimate for surveying Anita Myers property to remove the landfill from her deed and transfer it to the Town.

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

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Selectboard Minutes  
February 24, 2020

Meeting opened at 6:00pm

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

Highway Superintendent, Skip Savery, met with the Board regarding his snow budget. He currently has about \$4,600 left and has some outstanding salt bills. After discussion, Dave motioned to raise the budget by \$20,000; Al 2<sup>nd</sup>; vote 2-0. International truck was also discussed, a problem with overheating and after trouble shooting he could not determine the problem. Truck is being towed to international dealer for repairs. Skip to have police notify residents that parking on roads during winter is not allowed, there are a couple of cars that make passing difficult especially for school buses.

Animal Control Officer, Terry Donovan, updated the Board. Dog licensing is down from last year. She will be working with the Town Clerk to check on unlicensed dogs. She will be sending post cards to owners and fine is \$10 after 4/15 and then \$50 after 6/1. After that violation letter will be sent and then possible court action.

Mail: received update from Berkshire Dispatch, town's cost going up \$300 for next fiscal year. Will now cost \$9,100+ for 911 service. There was discussion on possible change to Northampton which is no cost to towns but resistance from the fire department on switching. Cost is expensive for 33 911 calls in last year and all cell 911 calls already go to Northampton. Ambulance service was also discussed as town currently has Hinsdale as ambulance coverage and they only transport to BMC. Al had personal experience when his wife needed to be transported to Mercy in Springfield and Hinsdale refused at first but did agree to transport.

New: TA advised he received phone call from Moriarty at DEP and Town will be allowed to remove asbestos from former general store but it will have to be transported by a licensed carrier. Also, if the roof is removed it can be placed in a demo dumpster, the asbestos contained in the material can be deposited of with the usual demo debris. We have to notify Moriarty when this is to be done.

BEK submitted estimate of \$7,000 for surveying Myers property at the old landfill on Skyline Trail. After brief discussion Dave and Al agreed cost is reasonable and TA will advise BEK.

Increased costs of disposing of recyclables, town will no longer be receiving monies for same but will be charged \$93 a ton to dispose. There was discussion about raising the sticker fee to help cover this expense, bag fees are not an option.

TA advised PVPC will be sending Rick Baras up to inspect the wiring in the crawl space of the Senior Center for possible replacement with PVPC monies.

Budget review: Board reviewed budgets they are responsible for. Legal budget was reduced from \$15,000 to \$7,500, all other stayed the same.

Dave motioned to adjourn, A1 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 8:50pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albert Sirard

Selectboard Minute  
March 9, 2020

Meeting opened at 6:00pm

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

Also present: Duane Pease, Town Administrator (TA); Ann Marie Visconti, Emergency Management Director; Jeanne LeClair, Economic Development Director

Warrants reviewed and signed: Payroll: \$7,731.23; Expenses: \$21,412.01 and \$267,918

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

Ann Marie address the Board regarding the Corona Virus that recently was discovered in this country. She has put copies of what to do and how to avoid catching this disease at Senior Center and Dump Run Café. It is especially hard on persons over 60 with chronic or underlying health issues. Also, Steve Baker is running a First Responders course this month and she plans on having a CPR course in April.

Jeanne LeClair met with the Board and said Gateway is reviewing there Pandemic Plan and are planning for every possibility with this virus. Additional information is available on the CDC website as well as the Mass.gov web site.

She said the recently opened visitor center in Chester is doing well and Middlefield has space to promote itself in the center. Keystone's submission to the Cannabis Control Board is completed and they are awaiting their license. She is willing to attend our ATM to answer any questions on planning issues. Gateway is again putting the Alternative Budget out for a vote at the member towns ATM.

There was discussion on shared services among the towns, Dave said it would be less expensive in the long run but difficult for the towns to give up their independence. But they may have to do something they've never done before. Jeanne said she grew up in a small Missouri town but there was a strong County government and they did all the services that our individual towns do so the towns did not have the expense of funding the entire government.

Al said the ATM warrant should request the \$16,000 recommended in the Northeast IT assessment and maybe even ask for the entire \$30,000 to bring the entire system up to date. TA to check with Paragus and Novus regarding IT for the Town.

Highway Superintendent, Skip Savery, advised the Board the problem with the International was the water pump and it was replaced and the truck is back in service. He has purchased 500 tons of stone to prepare for the mud season. Also, he is requesting ATM funding to repave the Town Hall driveway and the areas in front of the Fire Station and Highway Garage. Before paving the town hall driveway, he will dig out the rough lower section and replace the culvert. Dave suggested Skip hire a bulldozer to use on Chipman Road and use the grindings from the Skyline Trail reconstruction to improve the road. He suggested at least a 6-8" base. There was additional discussion regarding Chipman Road.

Skip also said he sent the specs for the Skyline bid to the Franklin County Council of Governments to put it out to bid.

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

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albert Sirard

Board of Health Minutes  
March 11, 2020

Meeting opened at 6:30pm

This was an emergency meeting of the BOH and Emergency Management Director to discuss the Corona Virus outbreak.

Attending the meeting were: David DiNicola, Selectboard Chair; Albert Sirard, Selectman; Duane Pease, Town Administrator; Ann Marie Visconti, Emergency Management Director.

Introductions of attendees: Dan Brown, Hinsdale ambulance Director; Suzanne Lemieux, Town Clerk; Skip Savery, Highway Superintendent; Kathe Warden, Chester Town Administrator; Joe Kearns, Finance Chair; Tom Austin, police officer; Jen Dion, Police Chief; Ron Radwich, Fire Chief; Adair Laurel-Cafarella, business owner; Angela Mulkerin, Hilltown Ambulance Director; Mary Ann Pease, HCAA president; and paramedic and EMT Loretta and Josh.

Ann Marie opened by saying this is a serious issue and not to be taken lightly, she had printed handouts for distribution at the Senior Center and Dump Run Café. Governor Baker is currently recommending there be no gathering in crowds, maintain social distancing, spread out these steps will hopefully delay the spread of the virus. Also, no buffet style food offerings, virus is spread by contact and droplet and hits the elderly and those with health issues particularly hard. The World Health Organization has said it is now a pandemic. It is important that first responders, medical personnel and anyone in contact with possible victims wear the appropriate protective apparel.

Tom Austin said it would be recommended that a list of any 1<sup>st</sup> responders that responded to a call be kept, that way if an issue arose those names would be available in the future. The confirmed case from Clarksburg involved 2 calls to the location prior to transport to the hospital. Otis also had a case that was originally a nonrelated medical and later diagnosed as the virus, that resulted in 3 EMT's and the ambulance being placed on quarantine

Mary Ann said the Chester had a meeting last night to discuss the same issues. They are using their reverse 911 to inform residents, also the Chester Community Forum web site is providing daily updates. There is a need for the towns to have a plan now and not wait, community meals provided by Highland Valley Eldercare are changing to a boxed meal that residents can pick up and take elsewhere to eat.

Kathe reiterated this can't wait and towns must act now. She contacted Highland Valley today and they are willing to box lunches for residents that normally went to the COA for a meal. Also, check on your elderly neighbors and network among your friends to make sure all are doing okay.

Al said at this time the Senior Center and Town Hall are closed to all functions and will remain closed until a future time, Dave agreed. Adair said his business serves a Tuesday dinner and Thursday lunch and he will now provide take out containers and no longer allow indoor dining.

There was discussion on protocols when responding to a call for medical assistance and Angela said it would be best for 1<sup>st</sup> responders to wait for the ambulance personnel to arrive as long as the patient was aware and breathing, this will eliminate any possibility of exposure to the virus by unprotected responders. CPR would be the only exception to waiting for the ambulance. Dan said that Hinsdale is working on a plan and is meeting on Monday with police, fire and the Town Administrator. Currently they are responding wearing masks and gloves. Ron said that Middlefield is keeping a log of all responders and no one responding should enter the residence before the rescue truck arrives and the situation is assessed. If the patient is positive, the ambulance has to be sanitized and quarantine, the EMTs/Paramedics also have to go through a protocol.

There was discussion regarding CodeRed and having more residents sign up as this is the best way to get information to the residents. Ann Marie will have handouts available at the Transfer Station giving more info to residents.

It was agreed that there should be interaction between the area towns, networking for information, etc.

It was agreed that there will be no gatherings of any kind at the Senior Center and Town Hall.

All were thanked for attending and providing valuable information.

Dave motioned to adjourn, al 2<sup>nd</sup>; vote 2-0 and meeting adjourned at 7:40pm

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Albert Sirard

Selectboard Meeting  
March 17, 2020  
Minutes

Meeting opened at 6:30pm

Present: David DiNicola, Chair, via conference call; Judith Hoag; Albert Sirard via conference call

Duane Pease, Town Administrator (TA); Matt Drenen, Accountant; Bev Cooper, Treasurer via conference call; Joe Kearns, Finance Chair

Dave opened meeting stating he had left txt messages for both Matt and Bev and had gotten no responses, he also called Matt Andre at DOR to check on status of Town's financials and was told the Schedule A had not been submitted and that the State would hold back monies until it is submitted. He asked what the status of the schedule was.

Matt stated at the December meeting with the Selectboard and Bev, Bev stated she was not getting paid to train him and the Board allotted \$1,000 for training. Since that meeting Bev has not been in on a Saturday for any training. Matt said he told the board that he had no experience in municipal finance although he was an accountant, his experience was with nonprofits and normal accounting.

Bev said all he had to do was to review last year's schedule and go from there and he could complete it. Matt said Bev revised the payroll warrant after he completed it and paid herself \$500 on 2 separate occasions. Matt also said he called Andre to check if Bev could complete the Schedule A and was told DOR does not condone that and Bev can't do both jobs.

Dave said it's time to move forward, this situation is not working, Judy said we can't blame anyone. Dave stated it's time for Plan B as this is back in the Selectboard's lap.

Matt said he told Dave two weeks ago that one has to go and Bev should stay as she can do the job. Dave asked Bev if she would be the accountant again and she said she would do it. Al said that the ball was dropped on both ends of the stick and Matt was getting the back end of the stick. Judy said Bev should go back as the accountant as she knows the job and situation Dave said there should be no mud slinging and he does not need the aggravation.

There was further discussion on the Schedule A and both said they would be in on Saturday and complete and submit the Schedule A. Matt will complete the warrant on Saturday and then Bev will take over. Dave also said he had spoken with a firm that does municipal accounting but Middlefield was too small, he recommended Kirsten Henshaw who is the Collector/Treasurer in Worthington. TA advised he already had received a recommendation for her from the Collector and would be contacting her.

Unscheduled business: Dave said he had been contacted by Natalie Blais, our State Rep. and she said if the town needs anything to call her.

Al said Ron Radwich, fire Chief, had obtained some masks.

Judy said Jackie Duda, Health Agent, will not be resigning as our Health Agent due to the uncertain circumstances surrounding the COVID-19.

Dave motioned to adjourn, July 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:20.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola; chair

Judith Hoag

Albert Sirard

Selectboard Minutes  
April 6, 2020

Meeting opened at 6:00pm

Present and calling in David DiNicola, Chair; Judith Hoag; Albert Sirard; Jackie Duda, Health Agent; Tamarin Laurel-Paine; Adair Laurel-Cafarella; Ann Marie Visconti. Emergency Management Director (7:11pm)  
Present in Town Hall: Duane Pease, Town Administrator (TA); Joe Kearns, Finance Chair; Suzanne Lemieux

Board moved to enter Board of Health meeting at 6:01pm.

BOH motioned to follow the recently released State guidelines through May 4<sup>th</sup> on motion by Dave, Judy 2<sup>nd</sup>; vote 3-0. All non-necessity businesses to remain closed no gatherings above 10 people and to keep at least 6 feet apart.

Jackie said she received an email from Susan Borsello, pastor of local church, requesting to hold Easter Services at the Fairgrounds; it would be a drive-in type service using an AM radio frequency. Members would remain in their cars, Al could see no reason not to allow it, Judy said she was on the fence and Dave agreed with Judy. Jackie quoted the email from Susan, there was continued discussion and Judy said Susan would have to take responsibility of maintaining the 6 foot distance and maintain strict enforcement of the gathering. Al said the onus would be on them and motioned to allow the service, Dave 2<sup>nd</sup>; vote 3-0. Jackie said she would contact Susan and advise her of the board's decision.

Jackie said she has not heard anything from the fair at this time. Also, she has given approval for two septic installations, one on Johnny Cake and the other on Town Hill. Jackie also said she had received an email complaint about a person living in sub-standard housing with no septic or well, it is an elderly gentleman. The person sending the email spoke with Jackie and said she did not want to pursue the issue but since it was public record she technically has a duty to look into it. At this time she did not feel it was worth investigating as the courts are closed and if the allegations were verified she would bring it to the board for condemnation. She would like to revisit the situation in one month, board agreed.

Jackie also said there were 2 cases of COVID-19 in Chester and the gentleman probably died from the virus, his wife is currently living with a relative in another town. it is Chester's responsibility to investigate and relay the information. Jackie does not want to create issues by doing any investigations even though it is a bordering town.

Jackie also followed with Porchlight VNA; they are closing but still currently doing the MAVEN reporting. The town received a \$2,100 grant and 70% will go to Northampton for hiring 4 Public Nurses to monitor the COVID-19 virus issues for many towns that don't have Public Nurses. It is time consuming and special training is required. The BOH can only discuss any such case with the 911 dispatcher but Jackie believes there are no cases in Middlefield.

Susan Borsello called in and the restrictions on the Easter Services were explained to her.

Judy also said she placed a sign outside the Post Office limiting entrance to one at a time.

There was discussion on second home owners coming to town to escape the virus in their area, should they self quarantine voluntarily.

Dave motioned to adjourn the BOH meeting, Al 2<sup>nd</sup>; vote 3-0 and BOH meeting adjourned at 6:55pm

Selectboard meeting resumed at 6:56pm.

Town Clerk, Suzanne Lemieux, requested the board postpone the Annual Town

Meeting and voting to a later date in the future. She said there are certain issues with having a Caucus and then the annual vote as currently there has to be 45 days between caucus and vote. Dave motioned to postpone, July 2<sup>nd</sup>; vote 3-0. A date will be determined at a later date.

Ann Marie said she spoke with Bob Berry at MEMA and he recommended the town declare State of Emergency that way we will be eligible for 75% reimbursement of any expense incurred as a result of the COVID-19 virus. Personal Protection Equipment is one item that has been purchased for the

Police and Fire Departments, time spent working on issues, etc. would all be subject to reimbursement. Dave motioned to declare state of emergency, July 2<sup>nd</sup>; vote 3-0. Dave will sign declaration.

TA brought issue of Recording Secretary's hourly rate to board; rate should be raised to \$15/hour to be in line with other positions. Board agreed and Dave motioned to increase, July 2<sup>nd</sup>; vote 3-0.

Preliminary review of ATM warrant was conducted and further review will be done at next meeting with some issues of spending to be looked at closely.

Al brought up the property taxes being due and the hardship some owners may have with paying taxes if they are laid off from their jobs. He said other towns are waiving penalties, this was discussed and the issue will be brought to the Tax Collector.

Al motioned to adjourn, Dave 2<sup>nd</sup>; 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

Selectboard Meeting  
April 17, 2020  
Dangerous Dog Hearing

Meeting/hearing opened at 6:00pm

Present: Selectboard members Judith Hoag and Albert Sirard; Town Administrator Duane Pease; Animal Control Officer Terry Donovan; Police Chief Jen Dion; Police Officer Ton Austin. Also present: Susan Beaudry (whose dog was attacked and she was bitten); Marie Pease; Sally Connors; Skip Savery and Suzanne Lemieux.

ACO stated she received a call from Tom Austin regarding a dog issue, Tom had received the call from Berkshire dispatch. Terry went to the scene and noted the dog involved belonged to Cynthia Lapa, there had been past issues with this dog attacking other dogs as they were being walked in the area. Lapa said she had the dog on a leash but the collar broke and the dog took off after the other dog, Terry noted the collar was not broken. The Fire Dept. 1<sup>st</sup> Responders were treating the dog's owner, Susan Beaudry, for what looked like dog bites on her arm. Terry advised Lapa that her dog had to go into quarantine for 10 days, it would be done either at her vets or Terry could take the dog. Terry advised if she took the dog there would be a boarding charge and no visitation while the dog was in quarantine. Lapa checked on the dog's status every day with Terry, Terry asked what her plans were and decided to have the dog put down, Terry told her that if the dog was put down before the quarantine was over, it would have to be sent out for testing. Lapa asked Terry if she would take the dog to the vet to have it put down and Terry told her she did not have the authority to do that. The day the quarantine was over, Lapa picked the dog up at 9:05am, earlier than the agreed upon 9:30am. She said she was taking the dog to the vet to be put down. The State Police were also called to the scene but Terry had no interaction with them.

As a result of previous issues and number of restrictions were in place, the yard had to be fenced, the dog had to be leashed at all times when it wasn't in the kennel. Terry had checked to make sure these provisions were in place after the September 10, 2019 incident when the dog attacked dogs belonging to Stacy Fisk while they were being walked.

Susan Beaudry owner of dog that was attacked and she also suffered dog bites. She said this was a very bad dog and should be destroyed. She had seen her in her yard as she was walking and Lapa waved at her, then her dog started to run up and

down the fence line and got out of the fenced area and ran towards Susan and Lapa yelled to pick up her dog. Susan said the attack lasted about 5 minutes and it took 3 adults to pull the dog off of Susan's dog. All were rolling on the ground to try to separate the dogs. This was not a minor offense and she does not want it minimized. Lapa should not be able to get another dog based on the history of her and her dogs. Lapa's first dog issue was in February 2016 and at that hearing her two dogs were deemed Dangerous. One of the dogs has since passed as a result of being struck by a car.

Terry told the Board the owner could be fined for being in violation of the previous orders and be prohibited from owning a dog for 5 years according to the Town's Dog By-Law. Marie Pease was a witness to the attack and helped to separate the dogs, she said it was a vicious attack and the three of them were rolling around in mud trying to separate the dogs.

Judy said she had called the vet's office to confirm the dog had been put down but was not able to obtain anything in writing, she just got verbal confirmation. Susan said the Selectboard has to consider ways to monitor provisions when orders are given to dog owners. She did not follow the rules that were given her at a previous hearing and why make them if they are going to be selectively enforced. Everyone here has been affected by Lapa's bad behavior and she should be fined and made to pay them.

Marie said there are dogs roaming free in her area, Terry said if she's not notified, she can't do anything about it. Judy said dog owners have to follow the By-Laws. Town Administrator to follow with Town Council regarding fines and prohibiting future dog ownership.

Tom said the 9-1-1 called went to him and since it involved a dog, he contacted the ACO. When Terry arrived, she called the State Police, normally the State Police would not respond to a dog bite but they did in this case. Terry did not know what the results of their investigation was.

Al motioned to adjourn, Judy 2<sup>nd</sup>; vote 2-0 and hearing adjourned at 6:40pm.

Minutes respectively submitted by: Duane Pease, Town Administrator

Minutes accepted with/without changes by:

Judith Hoag

Albert Sirard



Selectboard Minutes  
April 22, 2020

Meeting opened at 6:00pm

Present: David DiNicola; Chair; on phone: Judith Hoag; Albert Sirard; also on phone: Jackie Duda, Health Agent; Joe Kearns, Finance Chair; Ann Marie Visconti; EMD; Adair Laurel-Cafarella

Also present: Duane Pease, Town Administrator (TA); Skip Savery, Highway Superintendent

Jackie Duda gave update on Porchlight VNA situation; Porchlight is still monitoring MAVEN reporting for the town. There still in no reported COVID-19 cases in town. She has also been in contact with the Northampton Public Nurses and they have received no calls regarding reported cases. Jackie has been working with various Public Health Nurses trying to find someone to take over for Porchlight when they finally cease doing business. When a confirmed case is located in a town, the Board of Health is notified of an address only, no names are used. She reiterated the best defense against the virus is social distancing and frequent hand washing. State report of 89 cases reported in Middlefield is in error and Jackie will call to get it corrected.

Minutes of March 9<sup>th</sup> accepted on motion b Dave, Al 2<sup>nd</sup>; vote 2-0; Judy abstained as she was not present.

Minutes of March 11<sup>th</sup> accepted on motion by Dave, Al 2<sup>nd</sup>; vote 2-0, with Judy abstaining again.

Minutes of March 17<sup>th</sup> accepted with typo corrections on motion by Dave, Al 2<sup>nd</sup>; vote 3-0.

Mail reviewed: PVPC sent letter to accept 2<sup>nd</sup> round of Emergency COVID-19 funding, Dave signed agreement.

Ann Marie advised she has purchased PPE using her EMD funds and the Emergency COVID-19 funds can be used for the Public Health Nurse. She has given 22 disposable suits, 19 gowns, masks and face shields to the Fire Dept. She had asked the fire Chief what he needed but never got an answer so she ordered what she felt would be needed. At the March 11<sup>th</sup> Emergency BOH meeting Ann Marie asked Ron what he had and he said he had 12 N95 masks and some gloves.

There was continued discussion on what has been supplied and what would be needed, the police dept. was also give gloves.

Ann Marie said she attended the fire Dept. meeting last night, there were about 10 members there and were in the fire house, keeping about 6' apart around a truck. No one had a mask on. Dave said that was unacceptable especially so late in the game when everyone knows how the virus is communicated, they should know better. Judy said its not just one group but all groups in town and is there a way to order everyone to where masks when out in public.

MIIA sent letter stating increase of 9.2% increase in rates for FY21, Dave signed agreement, TA will scan and send to MIIA.

Skip and TA advised board of using Transfer Station grant funds to purchase an electronics box as we are charged \$1,000/year to lease the current box. A used box, delivered with a rollup door would cost about \$4,000.

ATM warrant was discussed next; Dave stated the increases requested totaled \$161,500 and that would be over \$2 on the tax rate.

Board reviewed the highway expenses with Skip; salary account includes a 2% raise and the funds for hiring the summer help. Article requesting new pickup to replace the current on that is 35 years old was discussed. In light of current financial situation with non-essential workers laid off, is a F350 really needed and could it be put off for another year. There was more discussion but no decision reached. Skip has article for paving Town Hall driveway and basketball court. Driveway would be widened by 3 feet, court paving would be paid for by the Dickson Fund. Dave felt it may be less expensive to do these at the same time as the Skyline Trail work as the equipment would already be here.

General Store was also discussed, Skip would like to see it down before the Skyline Trail work is started, and there was discussion about getting the asbestos tile out and having it disposed of properly. Dave will be demoing a building and will check to see if our asbestos tiles could be taken with the contaminated material from the demo. Judy questioned if a cost could be determined prior to the ATM.

Article 27 relates to the cost of buying the old land fill property from Anita Myers. Dave said he had talked to Bev and there is about \$17,000 left in the account for capping the landfill and also \$16,000 in the Disposal Area account, these are

numbers that have been carried over from past years. This will be looked into more.

Article 29 is for a new handicap ramp at the Senior Center in the amount of \$25,000. Joe Kearns said he has spoken with Jeanne LeClair and she is looking into obtaining a grant as well as talking to PVPC about grant possibilities. Joe said the plan was developed by a member of the finance Committee.

Jackie contacted Ann Marie and advised the COVID-19 case issue for Middlefield has been corrected and it now shows 0 cases in Middlefield.

Judy said she verified that Lapa's dog has been put down, however, the vet is not able to send written confirmation due to privacy issues.

Next meeting will be Tuesday the 28<sup>th</sup>.

Dave motioned to adjourn, A1 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:15pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirad

Selectboard Minutes  
May 12, 2020

Meeting opened at 6:07pm

Present: David DiNicola, Chair; Albert Sirard; on phone: Judith Hoag  
Also present: Duane Pease, Town Administrator; Ron Radwich, Fire Chief; Ann Marie Visconti, EMD; Suzanne Lemieux, Town Clerk.

Participating via phone: Tamarin Laurel-Paine; Adair Laurel-Cafarella; Heather Bayless; Cheryl Miller-Harper; Jackie Duda, Health Agent; Joe Kearns, Finance Chair.

Ron spoke with board and said he had no problem with the Board taking out the ATM article requesting \$25,000 for a Fire stabilization fund. He said the Finance Committee asked him what his dream plan was. He can't justify buying a new truck as the current trucks do not get much use and are kept sound mechanically. He keeps track of the volunteers and logs every call and practice as to who attended. On a medical call last week, he sent 2 in fully PPE'd, they only have an ear thermometer and wondered if the thermal imaging camera might work.

Ann Marie said she had to stop the first Responders course due to the COVID-19 pandemic as well as the scheduled CPR course. Not sure when they will be able to resume.

6:27pm: Opened a board of Health meeting.

Jackie was to discuss the request by Azure Green to bring back some employees so they could operate their business. Jackie said that before there could be any opening certain conditions had to be met: hand sanitizer readily available; face masks. Al said prior to his being laid off he had obtained a case of hand sanitizer; 5 cases of gloves and masks. Marin said they would have only 1 person in each office and they would work staggered hours so as not be in contact with each other coming or going. The warehouse is over 12,000 square feet and workers could be kept apart in such a large space. Ideally she would like to have 12 employees back 7 working in the warehouse and 5 in the offices. Jackie said there would have to be sanitizing cleaning done every 4 hours, no phone sharing and contact between employees minimized.

There was continued extensive discussion and Dave wanted to know just how many could be working at one time. He was clearly getting frustrated and then got up and left the Selectboard meeting. AT that time there was not a quorum as Al had recused himself from any further discussion or voting as he is employed by Azure Green. Meeting ended at that time 7:35pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/with changes by;

David DiNicola, Chair

Judith Hoag

Albert Sirard

Selectboard Minutes  
May 19, 2020

Meeting opened at 6:08pm

Present: David DiNicola, Chair; Albert Sirard; Duane Pease, Town Administrator; Ann Marie Visconti, EMS/EMD Director.

Participating by phone: Judith Hoag, Selectboard member; Jackie Duda, Health Agent; Joe Kearns, Finance Chair

Also on the phone call: Tamarin Laurel-Paine; Adair Laurel-Cafarella; Anita Myers; Heather Baylis; Curt Robie; Cheryl Miller-Harper.

Warrants reviewed and signed; Payroll: \$21,887.45; Expenses: \$22,198.28

Minutes of the Dog Hearing approve on motion by Al, Judy 2<sup>nd</sup>; vote 2-0 with Dave abstaining as he was not present for the hearing.

Mail: survey from BEK for the Myer's land, gives option of 2 size lots. One 8 acres the other 9.47 acres. After brief discussion, Board agreed to pursue larger lot on motion by Dave, Al 2<sup>nd</sup>; vote 3-0.

Issue of camping as question from land owner who has been camping on River Road since the 80's. He usually camps about 4 weekends a year but with current situation he has been up more often. Current By-Law allows 24 consecutive days. Electrical Inspector allowed Eversource to bring power to land. Al said the building Inspector needs to have it taken out, it is now a camp site.

ATM warrant reviewed next.

Article 12 addressed the Alternative funding of the school budget. There was discussion on this, this funding would cost Middlefield \$40,000 it would save under the Statutory Method and have 2% increase over last year's amount. After discussion, the Board agreed that this may be the way to go but since last year 2 town's voted it down because of the savings they had under the statutory plan and what was good you last year and not me. On a motion by Dave, Al 2<sup>nd</sup> the vote against recommending was 2-1 with Judy voting no.

Articles 14, 18, 25, 26 were all agreed to sponsorship by the board.

Article 22 dealt with the Highway request for a new pickup. Dave had missed the discussion from Al regarding same, current pickup is 35 years old and Al felt half the cost could come from Free Cash and the rest raise and appropriate. Board agreed with that.

Article Judy also asked what the cost of razing the two Town Center building would be, Dave had estimated the cost of disposing of the demo for both but the asbestos removal of the house was not included. Dave will get an updated cost from Barile for both buildings but felt it would be \$30-35,000.

Article 23 was tabled until a firm figure on the Town Hall driveway paving could be obtained.

Article 27 concerned the funding of the Economic Development director. Dave doesn't see where it benefits the town as their no businesses that could use that expertise and it just doesn't fit. Al agreed with Dave and felt the article should be removed from the warrant. Dave motioned to remove, Al 2<sup>nd</sup>; vote 2-1 with Judy dissenting.

Article 31 was tabled for now, Dave is going to get updated asbestos figures from Barile who provided the original estimates.

New business: Judy recommended dedication of Town Report to Lois Bell and Suzanne Lemieux for the work they do at the Senior Center. Board agreed. Judy also requested the Board approve the purchase of a banner to congratulate the Gateway Seniors, banner would be place on lawn outside Town Hall, Board okayed purchase.

Annual Town Meeting to be held on June 20<sup>th</sup> and will take place at the Fairgrounds as Social Distancing would not be possible at the Town Hall.

There was discussion on the ambulance situation in Town as Hilltown has had quite a few calls lately as Hinsdale was unable to respond. Hilltown is staffed 24 hours and most of the time at the paramedic level; Hinsdale is a volunteer service and responds at the EMT level. There will be further discussion on this issue.

Board adjourned Selectboard Meeting at 7:40pm and opened a Board of Health Meeting.

Health Agent, Jackie Duda, reviewed the State's new opening guidelines and how they'd apply to Azure Green. Currently only 5 people are allowed in the building to work but starting next Monday it will be increased to 7 on the first floor and 5 on the second floor. State guidelines will have to be followed and the forms will have to be submitted. After much discussion, Dave motioned to allow Azure Green to open under the current guidelines; Judy 2<sup>nd</sup>; vote 2-0 with Al abstaining as he is employed by the firm.

Jackie then brought up the "Community Room" that is part of the building. It provides internet access to the townspeople and right now is being used by students that don't have internet access at home as access is very limited in Town. It is also being used by an aide to assist in the on-line classes being taught by the Gateway schools. Judy felt this was a violation of the Governor's orders but was neutral as far as banning it, if there are no complaints, let it be.

Dave motioned to adjourn; Judy 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 8:38pm.

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard

Selectboard Minutes  
June 2, 2020

Meeting opened at 6:16pm

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

Present at meeting: Ann Marie Visconti, EMD; Jen Dion, Police Chief; Tom Austin, Police Officer; Joe Kearns, Finance Chair; Suzanne Lemieux, Town Clerk; Skip Savery, Highway Superintendent

EMD grant okayed and signed by Dave.

Police Chief, Jen Dion, met with the Board. Hourly rate for officers doing duty in town is \$18/hr. Dave said he was working in town the week prior to Memorial Day and cars were speeding by in a 30mph zone. Jen said she did not have anyone out during that time or over the weekend. She also stated with the COVID-19 the State Police are not pulling cars over unless it is absolutely necessary. There was discussion regarding a portable speed sign that shows speed limit and your speed. Middlefield had borrowed one years ago and not sure who has one they could use. One thing Jen said she works part time on Saturday and Sunday too that the police jobs are part time and officers have a regular job to go to. Al said maybe an empty cruiser could be parked on the side of the road in attempt to slow cars down. Dave asked if Jen takes the cruiser out of town for detail jobs, she said she does but only if it a local job and not far from town, Dave said it would be helpful to the next board if she notified them when it was out of town. Jen said the 2014 Tahoe is in for repairs, the emergency brake cable has rotted and the A/C is not working, this is what happens when the vehicles are left outdoors.

Tom said there is an issue with cars parking on Clark Wright Road in the area of Glendale Falls. The Trustees have asked for help from the town. Parking tickets are not viable as the town does not have a Parking Authority, Skip said he can put up no parking signs and that way cars could be towed and perhaps that would alleviate the situation along the road,

Contract for visiting nurses reviewed and Dave signed on his motion, Al2nd; vote 3-0.

Ann Marie said the town will be reimbursed 75% by FEMA for expenses related to the COVID-19. Volunteer hours are also reimbursed. CARES Act offers much to towns from incident command centers, sheltering, etc. Ann Marie is going to check to see if laptops would be covered.

Judy said Erica Johnson of PVPC is holding a Zoom meeting tomorrow.

Warrant reviewed and Article 23 asks for \$26,000 for paving town hall driveway, board supports that, Article 26 for the handicap ramp at Senior Center was removed from warrant, Dave to speak with building commissioner to see what is needed and go from there.

Old business: Al would like TA to follow with building commissioner and have power pulled from lot on river Road that is used for occasional camping.

ATM to be held at the fairgrounds, port-a-potties will be brought in and all should bring their own chair. CodeRed call will be made to make residents aware of location and chair.

New business: Wayne's work at transfer station discussed, has never ran so good or brought in so much money. Al motioned to raise his hourly rate to \$18, Dave 2<sup>nd</sup>; vote 3-0. Raise will be effective July 1, 2020.

Dave would like to see details of the outside work the plice officers do in the future.

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

Minutes respectively submitted by:

Duane Pease,  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard



Selectboard Minutes  
June 16, 2020

Meeting opened at 6:00pm

Present: David DiNicola, Chair; Albert Sirard; Judith Hoag on Phone Conference  
Also on phone, Joe Kearns, Finance Chair

Duane Pease, Town Administrator (TA)

Warrants reviewed and signed; Payroll: \$13,183.59; Expenses: \$26,409.13

Minutes of 5/19/20 and 6/2/20 approved with changes on motion by Al; Dave 2<sup>nd</sup>;  
vote 3-0.

6:15pm Bid opening: 3 bids received for diesel; low bid was submitted  
By Burke for \$1.8493/gal, Board accepted that bid, TA to advise Mirabito and  
Diesel Direct of results of bids.

One bid received for propane; bid was from George Propane who has been  
supplying town for number of years. Bid was \$1.329/gal, Board accepted bid. TA  
to advise George.

New trash hauling contract with Waste Management reviewed; Al questioned if the  
3 year contract had automatic renewals, TA stated there are 2 one year renewals  
but at the discretion of the towns. Dave signed the contract and TA to mail to WM.

Old business: Al questioned the status of several areas of concern as far as trailers,  
camping etc. He will follow with Bill.

New business: discussion on taking down the General Store and adjacent house.  
Judy motioned to demolish both buildings, Dave 2<sup>nd</sup>; vote 3-0.  
Al motioned to use the money received from Mass Wildlife to demo both  
buildings, Dave 2<sup>nd</sup>; vote 3-0.

Highway Superintendent, Skip Savery, advise that he had removed the asbestos tile  
in the store and currently has it in grain bags. It will be put in Hazard bags before  
transported. He will be renting an excavator to demo the buildings and Dale Hoag  
may be the Construction Supervisor as he has all the proper licenses required for  
this. The demo material must be kept wet while it is being demoed. Permits will be

obtain from the Building Commissioner. Barile Environmental will be removing the asbestos siding from the house.

Skip also said the Skyline Trail project will be starting in July, with Northeast paving doing the milling and then Palmer Paving will do the paving. He is going to repairing some of the basins in the center of town. Dave said White Wolf will do the hauling and charge \$90/hr. and the town will pay the disposal area directly, this will save on some of the costs. TA to call Moriarty at DEP with this info.

Board signed the voting warrant at request of the Town Clerk.

Dave questioned the ATM Warrant when it came to the Police budget, he felt there was duplicate entries that should have been covered in the overall expense budget. He will raise this question at the ATM.

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

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

David DiNicola; Chair

Judith Hoag

Albert Sirard

Selectboard Minutes  
June 29, 2020

Meeting opened at 6:04pm

Present: Judith Hoag; Ann Marie Visconti; Tonya Santiniello  
Duane Pease, Town Administrator; also present: Joe Kearns, Finance Chair;  
Suzanne Lemieux, Town Clerk; Jen Dion, Police Chief and Tom Austin Officer.

On phone: Nicole Fecteau

Reorganize Board: Judy asked if either new member wanted to be Chair. Ann Marie motioned to appoint Judy, Tonya 2<sup>nd</sup>; vote 3-0 and Judy is new Selectboard Chair.

Ann Marie said that FEMA/MEMA will reimburse 75% of town's COVID-19 expenses but the towns will have to spend at least \$3,000. We have spent about \$2,600 to date and will obtain receipts for the port-a-potties for the ATM and also the extra time Crystal has spent cleaning the Town Hall and Wayne at the Transfer Station.

There was discussion on allowing residents into the Town Hall by appointment only and have a table with Plexiglas screening set up in the auditorium. They would not be allowed to enter the offices but just the auditorium with proper PPE.

Next board meeting will address the appointments for FY'21. That meeting will start at 6pm and Ann Marie will call in as she will be on vacation.

Jenny advised the board there has been constant complaints of speeding by vehicles going through town. There was discussion on how to reduce speed such as putting up an interactive sign that will show cars their speed in relation to the posted limit. Setting up radar only provides a limited slowdown, there have been 2 accidents recently on Chester Road, one in town and one occurring in Chester. Jenny has also been checking on the parking at Glendale Falls, it seems to be less of an issue since the COVID-19 restrictions have been eased a bit. Tom said most of the cars are from Connecticut.

Town Administrator left meeting at 6:45pm

Town Clerk, Suzanne Lemieux, took the remaining minutes.

Jen continued and said she needs one more officer, need to look at costs associated with additional officer. New policeman moved into town and lives on Becket Road. Speed limit was discussed and more signs will be installed when the Skyline Trail road project is completed. Also, what responsibilities does the Trustees of the Reservation have in managing the Glendale Falls area regarding parking, trespassing, etc.

CodeRed was discussed next, mailing could be done by putting info in the tax bills with a number to call with questions. Duane can consult with Ann Marie and make up a flyer. Judy will discuss with Duane and Ann Marie will email flyer to Duane.

Adjustments need to be made on the schedule posted on the front door.

Joe said if there is a Special Town Meeting, Jeanne LeClair, Economic Development Director of the Gateway Hilltowns, position should be put on the warrant to see if the town wants to fund her for this Fiscal Year.

Need to move ahead on the FY'19 audit, will obtain bids.

Discussed asking Nate and Crystal Kruszyna to take part of EMD, this will be discussed more at appointment meeting being held July 13<sup>th</sup>.

Ann Marie motioned to adjourn, July 2<sup>nd</sup>; vote 3-0 and meeting adjourned at 7:40pm'

Minutes respectively submitted by:

Duane Pease  
Town Administrator

Minutes accepted with/without changes by:

Judith Hoag, Chair



Ann Marie Visconti

Tonya Santaniello

