

## Middlefield Board of Selectmen Meeting

Middlefield Town Hall

JUNE 23, 2008

Present: Larry Pease, Mary Courtney, Robert Gazda

Others: John Richardson, Maureen Sullivan, Allen Vint

Town Clerk: Marge Batorski, Tax Collector: Kristin Munson

- Meeting officially begins at 7:30
- Mary Courtney states that the police and fire department coverage has been received by MIIA, and has been confirmed by her office, so it's bound for the next year.
- Responsibilities of assistant secretary were discussed. Job description is filed under Personnel.
- Discussion of report filed by Kim Levitch ' property evaluation of the Baker's property in 2007 [late winter,early spring]' ensued. Payment of Kim Levitch's appraisal bill was voted in at a Jan.,07 town meeting, It was a flat fee of \$3,200. Payment of \$1,200 to Kim Levitch has been confirmed by Terry Walker. Remaining money owed is no longer in assessor's possession. It has reverted back to general funds, or free cash. Mary Courtney has checked with Town Counsel, who has confirmed that money that has already been allocated by the town does not have to be re-voted on. It was agreed that this bill should be paid. Advice from Town Counsel will be sought on the matter. Actual appraisal of Baker's property value was discussed.
- Discussion concerning hiring tax collector followed. Bob Gazda stated that he had contacted references provided by Richard Steven Wade { job applicant}; Nancy Boersig {Russell Town Administrator}, on the 20th, and Nancy had stated that you can't go wrong with this guy, excellent worker, works well with the public, patient. She couldn't think of any negatives. Bob also contacted Bruce Garlow { Richmond Town Administrator}, who stated that Richard was doing consulting volunteer work with the tax collector of Richmond. Bruce Garlow would have gladly have hired Rich and would have if not for a town by-law which has changed.Based on this information, Bob recommends hiring Richard Wade. Mary asked if Richard was well-versed in the history of Middlefield's tax collector's office and the audits that we have undergone. Larry Pease stated that Richard was familiar with the history of the last 4 years, and also was familiar with Scanlon auditing practices.Richard had expressed his time available would be 12:00 pm to 8:00pm, or 10:00 am into the evening, and would not be available on week-ends. Bob Gazda made the motion to hire Richard Wade as Tax Collector, Larry Pease seconded the motion, All were in favor. Secretary was asked to compose acceptance letter to Mr. Wade. Mr. Wade's resume has been filed under Personnel.

- Skip Savery reported to Larry Pease that he has tried the new grader. Skip was only allowed to run it for 40 hours. Skip was currently using it for the storm damage incurred by the last two storms.
- Bob Gazda made an informal motion to hire B&D Graphic Media, for a year, from July 1, 2008 to June, 2009, for an amount of money not to exceed \$3,000. Further discussion ensued concerning computers. Larry Pease mentioned that, on his trip to Belchertown, he had been given a free lap top for the fire department. Because the lap top is blank, it needs to have a program installed. Mary Courtney also mentioned that her office has volunteered to donate computers to the town, on the premise that they will need to be sterilized, and consequently will need to be programmed. It was agreed that there will be a payment due for these services. It was mentioned that there was a reserve fund for this. Costs were discussed for installation of various software, and specific programs, and also the actual placement of computer. It was agreed that a service technician was needed. It was agreed that Steve McCallick was the best guy for the job. It was suggested that once the web site was in place, the townspeople would be more likely to give their support and vote in the sums needed. Bob suggested that B&D Graphic media offered the best deal, and proceeded to explain that the figure that he had mentioned, \$2,000 was for a total of 24 pages, which in reality, is worth 3 times that much. Bob Gadza made a motion that we hire B&D Graphic Media, for a year, from July 1, 2008 to June, 2009 for an amount of money not to exceed \$3,000. Mary Courtney seconded the motion. All were in favor.
- Larry Pease requested a few tables and chairs from the town hall to be used at his daughter's wedding. Larry also requested the use of tables and chairs for Michelle Bermer, a town resident, who would need them for a 4th grade graduation party. Discussion ensued as to whether or not this was common policy. In the past, people have borrowed them and have always returned them. It was mentioned that the people are taxpayers, and should have access to town property. All requests were granted.
- Mary Courtney stated that she had followed up with Rep. Guyer's office on the packet that we had delivered to Downing's office, in reference to the recall provision. Mary sent the same packet on June 12 to Rep. Guyer's office. Marge has been contacted by Downing's office, whom are looking for the original certified article 20, {article for the recall provision}, which Marge has ready in an article to deliver to Guyer and Downings office, which has to be delivered by July 1, the deadline before summer session.
- Mary Courtney submitted a receipt for postage of \$11, for sending a total of 6 packages, which contained the Town of Middlefield' opposition to the Verizon Ma Motion Reconsideration. Mary had to send one to three people at DTE, one to Verizon's Town Counsel, and two representatives of Verizon. All of these people are on the service list. Mary also made 2 sets of copies of the pictures, which she faxed on June 20th. It was requested that this package be filed so that interested parties could view this.
- Bob Gazda suggested forming a committee in order to generate plans with regards to improving Middlefield's town center. Bob created a draft stating a proposal of sorts from the selectboard, and passed out the copies. Bob feels that this is a good start, providing that they elect to establish a new committee. Bob explained that this stems from the Master Plan Committee, June 5, 2007.

- Summer schedule was established for June 30, July 14, July 28, Aug 11, Aug 25. Weekly meetings would resume on September 8.
- John Richardson, read a letter, composed by himself, to the Selectboard protesting the loss of the Middlefield Post Office, which would concern he, and 11 other persons, who were served no trespassing orders regarding Azure Green/ Abyss Distribution. John has provided the letter, 3 attached and highlighted documents: April 30,2001-General fact sheet for Public Hearing, August 7, 2002, No Trespassing Notification, November 14, 2005, Terms and conditions of settlement. These documents are attached to the June 23, 2008 minutes.
- John also informed the Selectboard about the previous meeting held for discussion on repairing the town hall roof. John feels that the ethic problem that concerns him is that we should be putting out for bid any contracts that exceeds a certain amount of money. For example, the people overseeing the construction work were charging a large fee, he feels should be a separate bid. Mary Courtney stated that she thinks that was part of the general contract. Maureen Sullivan's opinion of that meeting was that it was a poorly communicated meeting. Maureen stated that people were upset that there was a straw pole conducted at the meeting that they were not aware of, and left before it was taken. Mary stated that the meeting was just to discuss the construction, and results would be presented to the Selectboard. The Selectboard is waiting on the construction firm to firm up their numbers, and present them to the Selectboard. There was conversation concerning the pitch of the roof. and actual construction of the roof. Larry Pease said that he would contact Jay to further discuss these issues.
- John Richardson also questioned the reason for building a pad for the dump. Larry Pease explained that this was needed.
- Maureen Sullivan requested the deadline, for reviewing the draft concerning forming a committee to improve Middlefield center. Bob responded that it would be on June 30, 2008. Maureen also informed the Selectboard that 3 members of the agricultural committee terms have expired. She further stated that they had to cancel the last two meetings because of a lack of quorum. These members want to continue on this board. Mary suggested that the Selectboard write a letter to these members asking them to respond back to the Selectboard.
- Meeting officially ended at 9:10pm.

Meeting minutes submitted by Suzanne C. Lemieux

Middlefield Selectboard

Larry Pease ( Chairman)

Mary Courtney

Robert Gazda

