

MIDDLEFIELD BOARD OF SELECTMEN'S MEETING

Middlefield Town Hall

Middlefield, Ma.

November 15, 2010

Present: Noreen Suriner, Chair; Mitch Feldmesser, Alan Vint

- Meeting officially opened at 7:00 p.m.
- Discussion "Nov. 1, 2010 minutes" Alan Vint objected to phrasing: "lack of process". Alan would like "in posting" be added to the phrase. Noreen Suriner made a motion to approve the November 1 minutes. No objections were made. So moved.
- Discussion "Contents of minutes". Mitch Feldmesser suggested putting discussion on the Dec. 6 agenda. Noreen wants "attendees present" discussed.
- Discussion "Warrants". Terry Walker stated that warrants are usually on the desk by Friday. The Payroll Warrant is not complete. Terry stated that Jane Thielen faxes figures into the payroll company on Saturday, the company e-mails exact figures to Terry, Terry usually completes the warrants, but has not received the exact figures. She's expecting them by the latest - Tuesday @ 10:00 a.m. Two Selectmen need to sign these by Thursday. Terry will let the Select board know.
- Kathy O'Brien "Disposal Attendant" approached the Select board with a request for the wiring of the shed at the Disposal Area completed. Poles and existing panel are in place. Wires have to be run from the outbox inside, which will run the heater, overhead light, one outlet, air conditioner, and spotlight on outside of building. Terry Walker stated that there was approx. \$15,000 left in the Disp. Area's account. The Select board gave their authorization to Kathy to call John Savery "Electrician" and ask him to do the work. Kathy will e-mail approx. cost of project to Select board. Report of these results will be put on Dec. 6 agenda.
- Terry submitted letter from Northwestern District Attorney's Office re: its investigation into a complaint made about a Open Meeting Violation "March 29, 2010". Investigation is considered closed. See attached.
- Strap Grant discussed. Terry stated that the Town of Brimfield has been approved, and that we will know of our status in 2 weeks. Noreen asked for a copy of the Middlefield grant. Terry will have a copy of it at the Nov. 22 meeting. Terry stated, if we don't get approved, she will change a few things and re-apply. Terry is working on the Commonwealth Capital Plan, which will take 20 hours to complete.
- Terry will confirm status of keys, and report whereabouts of #18 by the Nov. 22 meeting.
- Terry will look into Homeland Security FEMA Grant, and find out meaning of term "Winloc" and report back. Noreen will track down Bob Berry "Representative"
- Alan Vint said that he checked with the Treasurer re: Tax Title Summations, and expected information by today. Terry has a record of a journal entry stating to recommit the 18 tax bills to the new tax collector.
- Discussion ensued on new form submitted by Terry re: requests for vendor payments.

- Discussion “Certified Free Cash”. Terry stated she has closed the books for Sept., and that the DOR goes over it with a fine-tooth comb. Free Cash has not been certified yet.
- Terry gave an account of her previous week’s activities. Terry stated she had a call from a bidder whose check that had been enclosed with the bid, be returned. The check has not been found, but will continue searching for it.
- Terry Walker “Town accountant” has completed the audit for July, but not Sept, and Oct. To be discussed on the 29th.
- Administration duties to be discussed on the 22nd.
- BOH discussed. Noreen will be clarifying possible available training for Select board.
- Discussion re: letter written by Valerie Nickerson Bird, to Charlie Koniecki” District Health Officer of Ma.”, re: B&B in Middlefield, questioning permits for hood ventilation suppression system, and septic and water supply. Judy & Victor Artioli came forward and stated “ Dishwasher is certified; vent hood” 500 cubit ft per minute” fits restaurant’s standards; their septic tank holds 1000 gallons, has all new leach fields, and that their water is continuously tested” A Serv-Safe Certification & License to serve food was submitted (see attached). Judy also stated that her daughter “Certified Diet Manager” is on staff. Noreen will consult with Mr. Koniecki to find out rules and regulations concerning this issue, and draft a letter to Valerie Nickerson Bird. Tom Rock stated his opinion on issue.
- Discussion re: “Signs for Hunting” stating that potential hunters need to put their request in writing to property owners. Alan Vint will research the Town of Monterey’s rules re: this issue.
- R & R Window Contract was signed by the Select board.
- Discussions:
 - Metal bin,” people pay to unload metals, should other people benefit from this?”
 - Paquette Electrical Contract “Report on slight changes in lighting, new ballasts & bulbs installed, etc.”
 - ”Green Community “ Jay Swift has been appointed head of committee and has volunteered to put board together and investigate possibilities”.
 - “Condition of flags” Received complaint of condition of both flags on display in town. Selectmen agrees with complainant, flags should be replaced”
- Meeting was adjourned at 9:17p.m.

Meeting minutes submitted by Suzanne C. Lemieux

SELECTBOARD

Noreen Suriner, CHAIR Alan Vint Mitch Feldmesser