

## MIDDLEFIELD SELECT BOARD MEETING

Middlefield Town Hall

Middlefield, Ma.

November 29, 2010

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

### **Finance Team Meeting open @ 6:30 p.m.**

- Present: Jane Thielen "Treasurer" Mary Ann Pease "Tax Collector" Gita Jozsef – Harris "Board of Assessors" Laurie Lafreniere "Board of Assessors" Terry Walker "Accountant"
- 1. **Dates:** Problem: Confusion resulting from playing catch-up and listing one date on deposit slips on Mary-Ann's turn-over sheets. Solution: Mary-Ann provides photo-copies of deposit slips to Terry, so that Terry can track them.
- 2. **Forms:** Problems: New Vendor Payment forms not working well for insurance account that Jane works on. BOA also reporting problems with several accounts. Solution: Jane will use old form on 1<sup>st</sup> warrant of the month; if problem, will discontinue. Assessors may continue use of old form. New forms will continue to be used by other departments.
- 3. **Turn-over sheets:** Problem: Mary-Ann not receiving receipts of turn-over sheets. Terry's not getting back-up receipts. Solution: Jane will provide receipts, and back-up receipts.
- 4. **Overlay Sheets:** Problem: Gita needs Terry to complete the Schedule OL-1 Overlay work. "See Attached." Solution: Terry is working on it.
- 5. **Tax Titles:** Problem: Expenses re: Collection of Unpaid taxes. One Tax Discrepancy listed. Jane listed one Tax Discrepancy. Solution: Jane and Mary Ann are talking to each other and trying to get everything coordinated.
- 6. **Communications:** Problem: Mary Ann asked Terry if re-commitments were posted. Solution: Terry said she had these posted.
- 7. Terry stated that Free Cash has been certified for the amount of \$131, 826. "See Attached" She is now working on completing Schedule A.
- Finance Meeting closed @ 7:10 p.m.

### **Selectmen's meeting open @ 7:10p.m**

- Noreen introduced Paul Mark "State Representative-Elect" Paul thanked the Select Board for having him & answered questions from those present. Paul observed the entire meeting.
- Ken Elstein "Hampshire Council of Governments" is visiting 15 towns this month to talk about how town government and small businesses can save money on electricity by buying it through the council and described steps needed to be taken in order to achieve this. "See attached" Long discussion ensued. Alan Vint is the official contact person for the Hampshire Council of Governments. Markelle Smith & Leslie Loutonic "Nature Conservancy" read letter submitted by Mark Lipton requesting that the Select Board approve the Conservation Restriction that he is requesting for his property on Alderman Road. "See Attached" The Nature Conservancy explained the process and answered

questions. Judy Peterman “Abutter” expressed approval. The Select Board will review lists of restrictions and will let the Conservancy know of their decision by returning signed or unsigned documents to the Conservancy. Noreen invited the Nature Conservancy to return on May 16<sup>th</sup>, 2011 to give a presentation regarding all the land under Nature Conservancy control.

- The minutes of Nov. 15,'10 were reviewed. Mitch Feldmesser made a motion to accept the minutes as read. Alan Vint seconded the motion. All were in favor. So Ordered. The minutes were signed.
- Noreen will call Eric Weiss “HRMC” & Kathy O’Brien “Disposal Area Attendant” to invite them to attend the Dec. 13<sup>th</sup> Select Board meeting to discuss the workings of the disposal area. Eric’s report on status of the PVPC Community Development Grant will also be included.
- Alan read a letter written by Valerie Nickerson-Bird to the Select Board on 11/25/10, “See Attached” Mitch will research state laws re: this issue. Noreen stated that Charlie Kaniecki will do an inspection of the B&B if asked. Alan Vint moved that Noreen Suriner contact Charlie Kaniecki, Mitch Feldmesser seconded the motion. All were in favor.
- Ron Radwich “Fire and Forest Warden” came forward to discuss funding to purchase new radios. Ron suggested the town bite the bullet and buy everything that we need. This will eliminate the crunch that will occur nearer the deadline of 2012. Ron also recommended not signing up with No. Hampton because of dispatching problems. Actual turnover will be 2013. Noreen will connect with the sheriff who can help us with the Winloc grants.
- Noreen recommended speaking to Mary Kersell “Pioneer Public Health Preparedness Coalition” to receive information on how to function better. Suggested date will be Dec. 15, from 4p.m. to 8p.m. Noreen will report back when meeting is confirmed.
- Ray Gero discussed flag appropriations for Middlefield. Ray will collect discarded flags and dispose of them properly. Larry Pease “Cemetery Commission” will purchase 2 new flags from the Cemetery Account for next May. Noreen will ask Larry to attend the Dec. 13,'10 meeting to discuss the workings of the Fire Dept.
- Sherry Venditti questioned Free Cash Certification, and Books that were not balanced. Alan Vint will contact Joe Boudreau tomorrow to research this.
- A tree hearing re: WMECO’s removal of trees on Chester Rd. in order to install poles and wiring will be scheduled for 7:45 p.m. on Dec.13,'10. Legal notice of hearing was called into the paper today.
- Discussion re: appointments to Committees and Commissions ensued. Alan & Mitch would like more notice before being approached to appoint people so that sufficient time is available to interview applicants. Secretary will check on term limits for Cultural Council. Noreen noted receipt of Andrea Tosi’s resignation from Cultural Council. Noreen Suriner moved to appoint Sarah Foley to the Cultural Council. Mitch Feldmesser seconded the motion. All were in favor. Motion Approved.
- Skip Savery “Highway Boss” will work on replacing stop sign & putting cover back on Community Board. Skip reported that cutting has begun at the store today, and that paving will be done tomorrow. Mitch asked Skip to attend a

Select Board hearing and discuss the going ons of the Highway Dept.

- Noreen left the meeting @ 9:10 p.m. Mitch & Alan reviewed and signed the warrants.
- Mitch Feldmesser made a motion to close the meeting. Alan Vint seconded the motion. Meeting was adjourned @ 9:20 p.m..

Meeting minutes submitted by Suzanne C. Lemieux

**Select Board**

**Noreen Suriner, Chair**

**Alan Vint**

**Mitch Feldmesser**