

## MIDDLEFIELD SELECT BOARD MEETING

Middlefield Town Hall

February 1, 2011

Present: Noreen Suriner (Chair) Mitch Feldmesser Alan Vint

- Meeting began at 7:07p.m.
- Terry Walker 's Administrative Assistant's resignation was acknowledged. Town Clerk requested a written resignation before the Select Board could officially accept it. Alan will e-mail Terry to ask that she confirms what she has already indicated in written form, and return the keys for the BOH file cabinet. Adm. Asst. job description was discussed. Noreen will ask Ed McDonald (Chester Town Administrator) to come to a meeting for consultation. It was decided to firm up the job description after they have spoken to Ed.
- Mitch will follow-up on inviting the appointed members who charge fees for their services in order to update our fee schedule; and discuss any issue that may arise. Mitch will also follow-up on research of Face book regulations.
- Alan has spoken with Paul Tacy (Building Inspector) about rules concerning complaints against restaurants in an unapproved zone. Paul Tacy stated that he would shut it down.
- The issue of Business Licenses was discussed. Joe Kearns recommended that Alan contact Nanci Swartz (Certified Procurement Officer) for Hampshire Council on Governments for free information.
- Jean McKnight's request from another lawyer to share information about Harry Pease Rd. was discussed. Alan will speak with Len Kopelman about this.
- Noreen stated that as users of the National Incident Management System and as Select Board, they need to qualify by taking a test as soon as possible. The link was distributed.
- Vic Artioli submitted a request for a permit. The Select Board will look at this next week.
- E-mails concerning the town that were sent to Terry, instead of the Select Board website discussed. Suzanne will make a list.
- Noreen stated:
  1. The Select Board Association Meeting will be in Ware on March 16
  2. The Open Meeting Law Conflict of Interest Seminar will be in Northhampton on Feb.23.
- Mitch stated that Lauren Goldberg (Kopelman and Paige) would be willing to come here and discuss the difference between a request for Public Records and harassment.
- Joe Kearns has spoken with Steve Paquette (R&R Windows) who requested that he store the made windows at the Middlefield Town Hall on the stage. Joe consulted Cyndy Oligny (Librarian), who doesn't have a problem with that. Alan wants to make sure about liability. Joe stated that the windows are R&R's responsibility.
- Joe Kearns (Finance Committee) informed the Select Board:
  1. Pioneer Valley has received money from the Greens Communities, and in turn will provide 100 hours of service to the Planning Board. There are 10 requirements that the
  2. Town needs to fulfill in order to be a part of the Green Community. One of these is the Stretch code, which could pose a problem.
  3. A joint meeting with the Finance Committee and the Select Board was requested for some time in February. Discussion on budget ensued.
- Noreen will invite Ron Radwich to come to a meeting to have a conversation about emergency radios; Tom Austin for a discussion re: police dept.; and speak to Peter Oligny about scheduling another dinner to benefit Scott Will; Jack Baylis, about shoveling and salting the entrance.
- Mitch made a motion to adjourn the meeting at 9:35 p.m. Alan seconded the motion. All were in favor. So Ordered.

Meeting minutes submitted by Suzanne C. Lemieux

**MIDDLEFIELD SELECT BOARD**

**Noreen Suriner (Chair)**

**Alan Vint**

**Mitch Feldmesser**