

Selectboard Minutes
October 15, 2013

Meeting opened at 6:30pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; Mitch Feldmesser
Duane Pease, Administrative Assistant (AA)

Warrants reviewed and signed; Expenses: \$15,848.42; Payroll: \$5,852.

Alan motioned to open Board of Health (BOH) meeting to review minutes of last BOH meeting and to reconvene Selectboard (S/B) meeting upon minutes review and approval. Howard 2nd, vote 3-0. Meeting adjourned at 6:31pm.

S/B meeting reconvened at 6:33.

Minutes were reviewed and accepted on a motion by Mitch, Alan 2nd; vote 3-0.

Mail reviewed and Pioneer Valley Planning Commission (PVPC) sent letter requesting Chair sign Notice to Proceed relating to grant for the Senior Center as well as Amendment 1 specifying Architect fee for the project. Motion by Alan, Howard 2nd, vote 3-0 and Alan signed both documents.

Also, PVPC requested letter from Chair to allow PVPC representative to speak with MA DEP relative to the General Store location and the remedied Brownfields. Prior S/B had instructed PVPC not to contact DEP. AA to draft letter to PVPC authorizing contact.

Jay Harper has resigned from the Gateway Regional School District as the Town's representative. He had recently been appointed by the Board to fill the remainder of Brian Miller's term. Jay cited personal and work issues. The Board will seek another person to fill the position.

The State sent the Grant contract for the Council on Aging (COA) to be signed by the S/B chair. The State grant is for \$4,000. Alan motioned, Howard 2nd and vote was 3-0 for Alan to sign.

Discussed next were the responses the Board received from the Building Commissioner (BC) regarding the guidelines that were drawn up by the Board. There were no great disagreements although not all of the answers were the ones the Board would have liked. At the next S/B meeting, the Board will derive a priority list to submit to the BC.

The next agenda item was the COA. Howard advised the new board had met and was interested in hiring a Meals Coordinator and submitted a draft job description for the position that was drawn up in conjunction with George Reichart. Howard has been in contact with George and George is willing to post the position. The position would pay

\$12/hr. The money that had previously been turned back to the Town could be used for funding the position.

There was extended discussion within the Board as well as citizen's comments regarding the direction of the COA, effective use of the money, how the Green Grant in conjunction with the recent PVPC roof grant could be used for energy improvements, the 1991 By-Laws of the COA, administrative costs versus providing additional services and increasing the activities provided by the COA.

The By-Laws that were adopted in 1991 may be in conflict with the town's By-Laws and rather than having Town Counsel (TC) review, it was suggested the COA look to neighboring Towns to see what By-Laws they have, discuss with George, then re-write them and then have TC review.

Also, there was discussion on the possible position of Activities Director. Alan felt the money given the COA should be used to better the activities and services rather than spending the money on administrative costs. Howard stated the immediate need at the COA is the Wednesday meal program and that it has to be addressed now. Also, Brown Bags were not picked up on schedule last Friday. They are brought to the Chester COA and Middlefield did not have any one there to pick them up. Howard was able to obtain the bags later in the day and brought them to the Senior Center for distribution.

On a motion by Mitch to have George advertise the position for the Meals Coordinator and 2nd by Howard it was agreed the COA would handle the interviews and make a recommendation of hire to the S/B. After some additional discussion the motion was voted 3-0 in favor.

Several various Boards, Committees and Commissions are in need of a Recording Secretary to take minutes of their meetings and then post them on line. Alan motioned to advertise for same, Mitch 2nd, vote was 3-0. AA will place notice in the Country Journal advertising same.

The Town Electrician position was then addressed. Alan advised he had spoken with the Attorney General's office as well as Ethics and as long as this position was filled by a Town employee there would be no conflict when the electrician did work and that it did not have to go out to bid. The position would be on an "as needed, on call" hire of a licensed electrician. Any work done that required inspecting would be inspected by the Electrical Inspector. Funding would be budgeted through as Special Town Meeting Warrant. Materials for jobs would fall under the Building and Maintenance expense. The AA will place a notice in the Country Journal requesting persons interested contact the S/B.

During the Open Forum portion of the meeting Judy Hoag indicated she and her husband, Dale, are interested in serving on the Town Center Committee. Also, since the Town has been given permission to enter the building, Alan will attempt to locate a Licensed Site Professional to also inspect the building with our BC.

Chris Bresnahan has expressed interest in being appointed to the Recreation Committee. Motion by Alan, Howard 2nd, vote 3-0 she was confirmed. AA will send her appointment letter.

Trick or treating will be on October 31st between 5pm-8pm. AA will post in Country Journal.

Howard noted his 92 year old mother had just passed and her father, husband and son all served the Town as Selectmen.

The Middlefield Talent Show will be held on 11/16 with rehearsal on 11/15. Those dates will be posted on the calendar.

Lastly, Sherri Venditti complained about a junk yard on West Hill Road, the Board will look into her complaint.

Alan motioned to adjourn the S/B meeting to return to a BOH meeting and not reconvene the S/B meeting, Howard 2nd, vote was 3-0 and meeting adjourned at 9:20pm.

Minutes respectively submitted by:

Duane Pease, Administrative Assistant

Minutes accepted with/without changes:

Alan Vint, Chair

Howard Knickerbocker, Clerk

Mitch Feldmesser