

SELECTBOARD MINUTES
NOVEMBER 6, 2017

Meeting opened at 6:02pm

Present: David DiNicola, Chair; Judith Hoag; Albert Sirard
Duane Pease, Town Administrator

Board met with Assessors Laura Lafreniere and Tamarin Laurel-Paige for the Tax Classification Hearing. Assessors explained the various options for setting the tax rate and advantages and disadvantages of each. Middlefield' tax base is 92% residential and a split rate for residential and business would not reap any great financial benefit. There was continued discussion and it was noted most small town opt for the single rate. The fiscal '17 tax rate was \$17.63 and if adopted the single rate for fiscal '18 would be \$17.98. Dave motioned to adopt the single rate, Judy 2nd; vote 3-0 and the single tax rate was adopted.

Crystal Main was interviewed for the vacant Town Hall Custodian position; this position had been previously posted and filled by Lois Bell who had recently resigned. The responsibilities were explained and she felt she could handle the duties required, Lois said she would be willing to go over the duties with Crystal. Judy motioned to appoint her with a pay rate of \$15 per hour, Dave 2nd; vote 3-0.

Tax Collector, Mary Ann Pease, met with the Board regarding Memorandum of Understanding the Community Software Consortium has sent to the Town. This program that has been currently adopted by 11 towns so far. This new program is necessary as the State will no longer be providing the support needed to process the tax bills. The Assessors have contracted with Zobrio to for their needed services and the tax software will bridge to the Assessor's program. There was discussion regarding costs and the Collector's Association will pay 100% of the costs for the first 2 years and then 50% for the 3rd year, this is a five year commitment and will be effective 7/1/18. Training will be offered on this new program. Dave motioned to sign the MOU, Judy 2nd; vote 3-0.

Planning Board Chair, Doreen Black, advised the Board there will be a public hearing on the Marijuana Moratorium on November 27th and then the Planning Board will present it to the Selectboard (SB). Then the SB will have to post a Special Town Meeting for a vote to accept or reject the moratorium.

Board next met with the Finance Committee (FC), Joe Kearns, as well as members Scott Artioli, Curt Robey and Dale Hoag. This meeting was a discussion of what the FC could do to aid the SB in keeping track of expenditures, ways to save tax payers money, interest rates on Town funds. Joe advised that the banks being used by the Town do provide certain benefits such as free checks/checking and the DOR publishes guidelines the municipalities must follow when handing town funds. One issue that came up was the \$120,000 approved at the May 7, 2016 Town Meeting to transfer this money from Free Cash to the Stabilization Fund, this has not been completed at this time. FC said that is an

issue to address with the Treasurer. Joe requested the SB write a letter outlining what the Board would like from the FC. Judy wondered if the FC could provide quarterly reports to the SB to make sure loads, receipts, etc. are correct. Dave said the Town has 10 accounts and he does not believe the Town is getting the best interest rates available for these funds. Curt stated the SB should keep closer tabs on the spending during the year so budgets are not exceeded. Discussion continued and Joe said the Board should meet with the Treasurer to go over some of the issues.

Minutes of the October 10th meeting approved on motion Dave, Judy 2nd; vote 3-0.
Minutes of October 23rd meeting approved with corrections on motion by Al, Judy 2nd; vote 2-0 with Dave abstaining as he did not attend meeting.

Mail: Howard Knickerbocker's email regarding his appointment to the Historical Commission had been addressed by Judy as she had not heard back from current members to see if Howard's appointment met with their approval.

State sent Cultural Council contract for chair's signature, Dave motioned to sign, Judy 2nd; vote 3-0.

Appointment of Christine Ciosek, Kathleen Rock Nakaya and Sharon Barry to the Cultural Council was approved on motion by Judy, Dave 2nd; vote 3-0

Draft response to Open Meeting Complaint filed by Patricia Baker was reviewed and a motion to accept by Dave, Judy 2nd; vote 3-0.

Letter to MBI to be included in the latest request for providing high speed internet to towns was approved on motion by Dave, Judy 2nd; vote 3-0. This does not commit Town to fund any services but will give option of providing less than 96% coverage in the original MBI requirements. It may be that the service cost would be within the funding provided by MBI

New Business: Town Administrator (TA) advised the Green Grant yearly report is completed and has been sent to DOER, this will enable the town to be eligible for the next round of Green Grants. Also, PVPC has issued a request to various entities to provide an energy audit of the town buildings; this will be paid using the \$12,500 grant the town recently received from the state.

Veteran's Day is Friday and the highway dept. will not be working. TA requested the Town Hall be closed on Saturday as this is the official holiday, board agreed and it will be posted.

Possible compactor for cardboard and paper was discussed next. Joe Kearns advised Williamsburg has recently purchased one and it is working well. This will be looked into. Olivia is currently working Saturday's at the Transfer Station and Wayne is working Sunday's.

Joe Kearns said there will be a Small Town Summit meeting in Goshen on 11/7; joint town school committee meeting at Gateway on 11/8;; a collaborative meeting on 9/9 and a MARS meeting at Gateway on 12/7.

Dave motioned to adjourn, AI 2nd; vote 3-0 and meeting adjourned at 8:31pm.

Minutes respectively submitted by:

Duane Pease
Town Administrator

Minutes accepted with/without changes by:

David DiNicola, Chair

Judith Hoag

Albert Sirard