

SELECTBOARD MINUTES
JULY 7, 2014

Meeting opened at 6:00pm

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

Warrants reviewed and signed. Payroll: \$5,008.19 for Fiscal Year (FY) '14;
\$3,090.36 FY '15; Expenses: \$16,063.12

Minutes approved on motion by Alan, Howard 2nd; vote 3-0.

Renewal lease for Post Office also in mail, previously accepted, Alan
signed.

Bill Girard, Building Commissioner (BC) in Becket and his assistant, Gary Danko, met with Board to discuss possible appointment as new BC. Extended discussion regarding permits, code enforcement and ongoing issues in Town that have been pending for years. Board advised they need direction on many issues on how to proceed. Girard advised that permits are all done on line in Becket and he would set up Middlefield the same way. That way delays are eliminated and paper trail is evident for future use if necessary. He was advised the Town would purchase the necessary software to accomplish this. Girard would have electric and plumbing inspectors notified via email and they would be able to access the permitting process for their inspections, sign offs, etc. This program also includes the Tax Collector and Conservation Committee. The Assessor's would also be able to see what new building was being done in Town. The set up costs of this software will be determined but Girard did not think it would be more than \$400-500.

Danko requested a list of priorities from the Board and he would check them out and see if realistic results can be achieved. Also recommended was adoption of non-criminal citations and fines for various infractions. These can be appealed to the Court and are usually handled by a judge but once the word gets around that the Town is serious about infractions, people are usually more cooperative.

There was discussion regarding an hourly rate and eventually \$45 was agreed to.

Howard motioned to appoint, Alan 2nd; vote 3-0 to appoint Girard as BC and Danko as his assistant.

Sherri Venditti questioned them on anonymous phone calls, Girard said he does not respond to them but does respond to written complaints.

AA to contact current BC to advise he is not being reappointed to position.

Highway Superintendent, Skip Savery, advised the Board he was continuing his reconstruction of Root Road and it should be paved by the end of the month.

Fire Chief, Ron Radwich, advised his home phone has been out of service if anyone was attempting to contact him, he hopes to have it repaired within a few days.

Wally Smith questioned why flowers had been planted around the former General Store. He was told the Town does not own the store and some individuals are attempting to make the center look better.

Assistant Town Clerk, Eleanor Doyle, told the Board she had only received 2 of the Open Meeting Law acknowledgements back.

Written answers received from Town Counsel on questions previously submitted are attached to minutes.

Howard felt the Board should start a list of potential changes/articles for the Annual Town Meeting.

Priorities were listed for the Handyman: repair Senior Center door, replace bad boards on the Playscape and repair the handicap railings at the auditorium exit. Also, advise Town Hall custodian, Kathy O'Brien, to have the rocks removed from the lawns.

Discussion regarding the Tax Taking of the property on River Road that is now owned by the Town and the owner is no longer able to redeem it. It was decided it would be sold by sealed bid and the bid opening would be on

August 18th. Alan will contact Ron Berenson, Town Tax Attorney, to draw up the legal documents for this sale.

Howard will be attending the next GTAC meeting on 7/19 in Huntington.

AA will request Electrical Inspector, Eric Main, attend next Board meeting to discuss his reappointment and changes being made in BC's office and on line approvals.

Board also discussed pay raises for the Highway Dept, this will be followed up at the next meeting.

Alan motioned to adjourn, Howard 2ndp; vote 3-0 and meeting adjourned at 8:24pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
JULY 21, 2014

Meeting opened at 6:05pm

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

Bill Girard, Building Commissioner, advised the Board the software needed to bring the permitting process online costs \$500 with a \$350 yearly maintenance fee. Alan motioned to approve purchase, Howard 2nd; vote 3-0. Bill also said he spoke with Eric Main, Electrical Inspector, and he seemed receptive to having everything on line.

Warrants reviewed and signed. Payroll: 412,461.41; Expense warrant for FY '14: \$7,950.94; FY '15: \$6,183.85.

Minutes reviewed and approved on motion by Alan, Howard 2nd; vote 3-0.

Howard advised board that former Council on Aging (COA) consortium director has requested minutes and other information regarding Executive Council. Request has not be made directly to Middlefield COA.

Fire Chief Ron Radwich met with Board to update status of department training. Fire Fighter 1 requires members to attend 2 nights a week and every Saturday. This is difficult for volunteers who have jobs and families. He does do in house training for his volunteers. There was additional discussion and Ron will check at the next meeting of the Berkshire County Fire Chiefs to see if there are plans for courses to be offered. The department radios have been updated by Motorola at no charge to the Town.

Howard advised the Communication Committee will be checking the Bancroft and River Road areas to see what type of radio reception is available from Northampton control. These are areas that are difficult for Berkshire's signal to reach.

Kathy O'Brien told the Board the hall is ready to paint as it has been washed down, she just needs the paint. She will be cleaning the walls in the auditorium next. There was discussion about the posting board to be placed on the fence at the Transfer Station as well as the fact the containers come

back with material still in them. The truck driver is not allowed get out of his vehicle to make sure the container is empty at the recycling facility.

AA advised he will be meeting the hood installer to determine what has to be moved as far as the electrical outlet, gas line and fire alarm are concerned. He also left message for Rida Plumbing as they have not submitted plumbing bid for the hand wash and vegetable sinks.

Eric Main was reappointed on motion by Alan, Howard 2nd; vote 3-0 after discussion and learning he still wanted the position. Eric also discussed the “trailer park’ issue. When he inspected the electrical, he went with a state inspector as well. The Building Permit was issued for an agricultural storage shed and that was not what he found. He would not sign off on the permit and still has not. He found this was being used as a campground and that the sites did not have ground fault protection. He did make them comply with the ground faults.

Eric also requested his home phone number be put on the Town web site to make it easier for people to contact him as he does not have cell service in all areas.

Town Center was discussed next. The Town Center Committee (TCC) received a document from Pioneer Valley Planning Commission (PVPC). This document was from a Licensed Site Professional (LSP) outlining what is needed for the General Store grounds. The TCC would like to speak with Town Counsel, Kopelman & Paige (K&P) regarding the possibility of K&P writing a Request for Proposals (RFP) for a LSP. If the property is to be cleaned up LSP is the next step. Howard questioned is there was money available for this. There was additional discussion and Alan motioned to authorize up to a \$1,000 be spent by K&P in writing the RFP. Howard 2nd; vote 3-0.

Highway Superintendent, Skip Savery, met next, the raises approved by the finance Committee for FY '15 were to bring Ron and Matt Radwich's hourly rate to \$19.40 and Skip's to \$22.40. Alan motioned to approve, Hoard 2nr; vote 3-0.

Dave questioned on how the road projects were decided, Alan advised the Board relied on Skip's expertise and the amount of Chapter 90 money that is available. Dave suggested the highway dept might want to look into

purchasing a used wheeled excavator as it is much more versatile than a back hoe

In Open Forum, Wally Smith wanted to know when the Townspeople get to decide on the General Store. He wanted to know why the Townspeople couldn't vote now as he felt it was unfair for this committee to be deciding what to do with the building. There was extended discussion regarding the various possibilities for the building and site. Alan explained the Town does not own the property and is not responsible for any incidents that may occur on the property. The property is in Tax Title and has not been taken. If the Town does take title to the property, it will be up to the entire Town to decide what is to be done to the property. The committee can only make recommendations, the members of the committee do not agree on what the best course for the property and buildings are. Alan suggested Wally attend one of the TCC meetings and make his feelings known there.

Howard advised the contract for replacing the Senior Center roof was signed and the building will also be painted and the back stairs to the 2nd floor will be repaired.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 8:08pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
AUGUST 4, 2014

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Hoard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant (AA)

Larry Pease from the Middlefield Fair spoke to the Board regarding the well water testing being done at the Fair Grounds. Health Agent, Jackie Duda, had tested the water twice and it failed both time. The Fair had an independent test performed and the water passed. When a 2nd test was done by this lab, the water failed. The water will be tested again this Wednesday and if it fails, the Fair has made other arrangements to bring water in for use during the Fair.

Minutes were approved on a motion by Alan, Howard 2nd; vote 3-0.

Alan spoke to the Board regarding the Town Center Committee (TCC). He has been in contact with Senator Downing's office and Mass Development; there may be funding dollars available for the Town if the town does take the property. The TCC is going to meet on August 13th and hopes to speak with Mass Development. The TCC will either present a synopsis paper to the Town's people or hold an informational meeting; it has not been decided at this point which it will be. The TCC is holding off on requesting a RFP as both Pioneer Valley Planning Commission and Berkshire Planning Commission use a firm named TRC for their Licensed Site Professionals.

Next item discussed was the upcoming auction of 92 River Road. The Board agreed to have the AA place a legal add in either, or both, the Berkshire Eagle and Hampshire Gazette depending on cost on a motion by Alan, Howard 2nd; 3-0 vote. The AA will decide which is the best option.

Jack Guyette questioned the Board on a meeting from last July regarding the properties of low value and if this property was considered a property of low value. It was explained, the properties of low value were properties that may be "landlocked" and only of interest to abutters. These properties could be taken by the Treasurer without having to go through our Tax Title Attorney.

It was agreed by the Board to have the Treasurer attend the next meeting to discuss the progress on the low value properties as these have been hanging for years on the tax rolls with no action or payments being made.

Alan also informed the Board he had received a call from TD Bank regarding an overdrawn account that required immediate attention. The Treasurer did not make the transfer into the account. He gave the bank Jane's phone numbers and advised the bank to call back if they were not successful in reaching Jane. He did not hear back.

Howard forwarded a list he received in the mail from Don Munger, Town Handyman, regarding what he felt was needed to make immediate and necessary repairs. List is attached.

The Trailers on Clark Wright Road and Town Hill Road were also discussed. The Building Commissioner and Constable Charlie Hunter were going to these properties to inspect them.

In Open Forum, a couple complained about the condition of Reservoir and West Hill Roads, and that many roads in town were in bad shape. There was discussion regarding the roads and the

limited budget the Town has for maintaining roads. Dave noted he had received a complaint as well and when he inspected that road he felt it was not in bad shape. Dave said the past Selectboards did not seem to be involved with the Highway Dept and he noted that Skip works hard and donates a lot of free time to the Dept. It was agreed this will be discussed in depth at a future meeting. Dave does have expertise in this area and he will address it.

Joe Kearns, HCOG representative brought the Electric Aggregate Affidavit to the Board for the Chair's signature. On a motion by Alan, Howard 2nd; vote 3-0, Alan signed.

Joe also informed the board the window installer would be inspecting the cracked window in the auditorium and determine if it was a stress crack or caused by something else.

Michael Brighetti complained about junk cars being stored at a residence in Town as well as a trailer and what he believes is an outhouse on property on West Hill Road.

Sherri Venditti says there seems to be confusion between what the Health Agent and Building commissioner say, and they are sometimes in conflict with each other.

Judy Hoag questioned if some type of indoor/outdoor carpet may be used in the Town Hall offices. The AA will investigate costs, etc.

Highway Superintendent, Skip Savery, told the Board he had underestimated the amount of time it would take to reconstruct Root Road and that he hoped to have the paving completed by the end of the month. During the recent heavy rains, parts of Cone Road and Upper Arthur Pease Road had washed out but he was able to recover and reuse most of the material.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 7:08pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
AUGUST 18, 2014

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant

Town Tax Title Attorney, Ron Berenson, and Treasurer, Jane Thielen, met with the Board to review properties in Tax Title and to explain options to sell properties of Low Value. Ron advised the Board the McGrath property has not been completely redeemed. \$61,000 in back taxes was paid but the 3rd lot still has back taxes owed. The TT Green property is still owned by the Town, that was taken a number of years ago. Howard said he had been to that property and it is divided by Town Hill Road. The portion on the river side is not buildable due to conservation issues and the portion across the road has a spring with excellent water and he would recommend the Town retain that piece. There is the possibility of donating the river piece to one of the Conservation/Preservation groups.

The 2 properties of low value that were identified were located on Chickadee Road and Warbler Road. Ron said these could be taken by the Town and the Treasurer could file the necessary paperwork. She would start with DOR to obtain a password to get into the Gateway System and he would then help her with the rest. With the filing fees and his costs, it would be around \$2,000 for him to handle each property. Jane could most likely do it for less than \$700.

The Haywood Property, old General Store and adjacent house, has not been taken and there was discussion regarding access to the property as it is not a Town property. Ron will contact the owner and obtain permission for the Town to enter the buildings. Prior to taking, the Town would like to have a Licensed Site Professional inspect the properties.

Jane was questioned regarding emails and phone calls that were sent to the Board from TD Bank advising one account being overdrawn. She explained she did not check the balance of the account prior to issuing checks, she transferred money to that account and there were no further problems. Jane is working on switching banks as TD Bank has undergone some changes and they will not pay interest on the checking account or Deputy Collector's account.

Lastly, Jane said she is not using the Softrite program as she has been unable to get the needed training, she will see that she gets the training.

At 6:30pm the advertised property at 92 River Road was auctioned by sealed bid. Two bids were received and opened: one from Jack Guyette for \$5,001 and one from Scott Churchill for \$1,111. Both bids contained the required \$500 deposit. The property was awarded to the high bidder on a motion by Alan, Howard 2nd, vote 3-0. Ron Berenson met with Jack Guyette separately to go over the procedure to take title to the parcel.

Steve Burke met with the Board regarding his property on Town Hill Road. He has placed a self-contained camper on the property and was seeking a camping permit while he builds a house. Various By-Laws were explained to him regarding camping and what he needs to do. He can request a Special Permit from the ZBA to keep the trailer longer while he is building. He currently is using spring water and empties his waste at a treatment facility. The property has been perced and Lebreque is doing a septic design for him. He plans on starting the building by the end of September. Alan motioned to grant the 24 day Camping permit effective 8/18/14, Howard 2nd; vote 3-0.

Payroll warrants of \$7,826.70 and \$12,100.81 were reviewed and sign as was expense warrant of \$163,481.70.

Minutes of last meeting were approved on motion by Alan, Howard 2nd; vote 3-0.

Howard advised that Don Munger, Town Handyman, had repaired the door lock on the Senior Center, fixed the railing and repaired the Playscape.

Highway Superintendent, Skip Savery, had the Board sign Chapter 90 paperwork for Root Road. He also said he had graded Reservoir Road and the new truck has gone out for repairs. The Bancroft bridge rating is being reviewed, any bridge repairs comes out of Chapter 85. There was discussion on future road projects; major repairs seem to be a lot to ask of a 3 man road crew. Howard suggested Skip obtain bids and then let him decide on the work versus the outside costs. Dave suggested Skip look to hire “summer help” for some of his labor such as weed whacking roadsides. He did not feel the roads were that bad but a balance needs to be found so regular road maintenance does not lag. Also, Skip just compile a list of future equipment needs and confer with the Board on future projects. Howard said he compared the ‘cost per mile’ with other Towns highway budgets and Middlefield was in the same costs as other towns and Middlefield had the best winter roads around. Skip advised the STRAP grant applications are due in the middle of Sept but the projects considered have to be “shovel ready”. Skip has submitted the paving of Root Road and Chester Road to the Central Registry and is waiting to receive bids.

Health Agent, Jackie Duda, met with the Board and gave an update on the Hudson property. She is waiting for a Certificate of Compliance from the Building Commissioner (BC). The Order to Vacate she previously issued is still in effect. An email from Terry Crean advised the Hudson’s were using the property in violation of her order. She advised the next time this occurs to notify the Police Chief and/or member of the Board of Health (BOH). She will then go to Housing Court to enforce her order. Jackie will send a letter to the Hudson’s regarding inspection of the outhouses that had been ordered removed.

The Krassler property on Clark Wright Road was discussed next, Jackie felt since there were BOH and BC issues only one should have initiated action against the camper as each has to follow different rules. Alan disagreed and felt both should act as it was a multifunction violation. Howard felt each situation should be reviewed as they occurred.

Jackie has involved the Hilltown CDC and PVPC in an effort to aid Mr. Dowsey with his lack of water situation. She will be following up with him.

Sherri Venditti questioned if the Council on Aging (COA) historically provide help in obtaining aid for elderly citizens. Howard advised the COA did not have the expertise to assist and the citizen would have to request assistance.

The Fairground water was discussed next. There was extended discussion on the failure of the water testing and efforts to remedy it. Including the Fair going to another lab for testing. In prior years, no bacteria had shown up in the water so Jackie did not anticipate any this year. Next year the water will be tested earlier so a solution may be found if the water fails and it will not be a last minute frenzy.

A complaint about property, trailer and possible outhouse, on West Hill Road was given to Jackie; the complaint also falls under the BC jurisdiction as well. She will coordinate with the BC.

The Desault property on Skyline Trail was the last item discussed. A BOH hearing will have to be held in order for her to go to Housing Court. Allegedly, the owner claims he has photographs of Town Officials trespassing on his property and he will use these to fight any orders.

In Open Forum, Maryann Walsh, advised the Board SHEAC is looking to provide computers to the Town. They are currently looking to install 12 computers for resident use and the library will not accommodate that many. There was discussion about using the auditorium, questions of how to secure them from anyone just walking in and taking one, availability of electrical service. This will be further researched.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 8:52pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
AUGUST 26, 2014

Meeting opened at 1:00pm

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

Gita Jozsef, Chair of the Board of Assessors (BOA) requested the Board allow her to contact Town Counsel (TC) regarding personal property questions. These arise when property owners do not return their inventory forms or when the BOA feels the property is being reported incorrectly. There was discussion regarding if forms were sent to all businesses (yes), the BOA can not disclose personal property inventories to anyone, that information is confidential. Howard felt the BOA should be allowed to send this to TC for review and guidance. Alan motioned to allow the BOA to contact TC with a 2 hour cap on contact and research. He suggested Gita speak with TC before putting their request in writing. Gita agreed, Howard 2nd; vote 3-0.

Also discussed were some open building permits and the owner's right to refuse admission to the BOA. This will also be discussed with TC.

Email received from Health Agent, Jackie Duda, updating Board on the Dowsey situation. She will be visiting him this Friday. Elder Services are actively involved.

There was discussion on the abandoned house next to the Town Hall; it appears someone is maintaining the grass and the house is secured. There will be follow up with Tax Collector to see if taxes are being paid. It is believed the house is in foreclosure.

Joe Kearns advised that R&R Windows had seen the broken window in the auditorium but only from the outside. They have given a price of \$1,200 to replace. It will be further investigated to see if this is a stress crack as only the inner glass is broken. The warranty on the windows may have expired. AA will check with insurance carrier to see if coverage would apply less the deductible after determining Town will have to pay for replacement.

Steve Harris, Communication Committee, advised the Board he had looked into various options for obtaining better cell phone service in the Town Hall. It would entail installing an antenna on the roof and then bringing the signal inside the build. A cost estimate of \$1,200 was given. He was told to no longer pursue it.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 1:26pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
SEPTEMBER 2, 2014

Meeting opened at 6:03pm

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

Alan motioned to open brief Board of Health meeting and to reconvene the Selectboard meeting, Howard 2nd; vote 3-0.

Selectboard meeting reconvened at 6:09pm.

Expense warrant of \$7,379.50 and payroll warrant of \$7,372.00 were both signed.

Minutes of 8/18/14 meeting approved on motion by Alan, Howard 2nd; vote 3-0.

Minutes of 8/26/14 meeting approved on motion by Alan, Howard 2nd; vote 3-0.

Board discussion on the Assessor's request for use of Town counsel (TC) that was approved at 8/26/14 meeting. Alan explained that Assessors are independent, elected body that operates under its own direction but does need approval from the Board to contact TC. Dave expressed concerns that their actions may run the risk of dividing the Town and some residents do give or donate to the Town. Alan stated the gifts have no bearing on the tax issues and the personal property tax is governed by tax law. There are concerns when the forms are sent and not returned or are not filled out completely. The Assessors may be refused entry to a property and if that occurs, they can tax on a best guesstimate of the property. Alan further explained there has to be a level playing field for all to be treated the same. Dave further worried about the past legal actions and if this would bring about new legal issues. He wants the Assessors to proceed with caution. Alan advised they were given a narrow window for their legal questions.

Don Munger, Town Handyman, told the Board he had repaired the lock and the railing at the Senior Center, repaired the Playscape and is in the process

of repairing the handicap ramp at the Town hall. He will replace the locks on the boiler room door as well as the custodian closet. The keys for these 2 doors cannot be found so the locks will be replaced. He will repair small things as he finds them.

Judy Hoag advised the Board that Middlefield Days is scheduled for October 4th with a rain date of October 5th. She also questioned when the repairs to the Senior Center roof would be completed by then as that area is used by the group putting on the event. It is not known how far along the roof repairs would be.

Fire Chief, Ron Radwich, met with the Board to provide an update on the training. He has purchased the handbooks for Firefighting 1 & 2 as well as the study guide. He will be using these for in-house training. When the department resources are not available, he will seek outside resources to aid in the training. He explained, with a volunteer dept, not everyone can do every job and he will use his resources to the best of the individual's ability. Ron will return in November to give further updates.

Highway Superintendent, Skip Savery, told the Board he had patched some of the potholes and will be continuing to patch and grade the gravel road. He requested bids for the use of the "pot hole" money provided by the State and LB quoted \$120/ton, Palmer Paving \$90/ton and he received no response from Tri-Town. This money has to be expended by 9/30 and invoiced by 10/30 in order to have the State reimburse the Town. He plans to pave from the bridge on Chester Road to the lower intersection of Alderman Road.

Also, he will be using a 48" culvert to replace the collapsed culvert on Arthur Pease Road. Prior to replacing, he will have to install coffer dams and pump the water out. He will be renting an excavator for this project and using 1 yard sand bags for his damming material.

Tighe & Bond, engineering firm that has been doing the water testing at the Town Garage, advised it will cost \$6,500 to complete the testing and reports for this year. In the last test, traces of a gasoline additive showed up and to Skip's knowledge, the Town never had any gasoline storage at the garage. He believes it may be the result of the former General Store's tanks.

He will not apply for the STRAP this year, but will pursue it next year in the hopes of obtaining money to repair one or two bridges as most towns do not apply for this grant to repair a bridge.

Board next discussed the Town By-Laws and Zoning By-Laws. Alan had spoke with the Attorney General's (AG) office and they will research all the laws submitted since 1987, however, a charge of \$100-200 may be incurred. Howard advised he had researched the Town Reports and came up with a list of By-Laws accepted by the Town; this list could be used by the AG to see if they were ever sent in for approval. After additional discussion, Alan motioned to allow him to speak with the AG's office and request they research, there would be a \$400 cap on the costs, Howard 2nd; vote 3-0.

Mary Courtney will be on the agenda for the next meeting to discuss the Personnel Policy she had started to develop when she served on the board. She has continued to work on this policy.

AA to follow with Mass DOT on the removal of the reflectors on Skyline Trail.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 8:32pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

BOARD OF HEALTH MINUTES
SEPTEMBER 2, 2014

Meeting opened at 6:03pm

Present: Alan Vint, Chair; Howard Knickerbocker, clerk; David DiNicola
Duane Pease, Administrative Assistant

Alan requested BOH meeting to discuss the recent Emergency Condemnation of the Maitland Dowsey house by Heath Agent Jackie Duda. A hearing is to be held after notification is given to Mr. Dowsey. On a motion by Alan, Howard 2nd; vote 3-0, the hearing is to be held on September 15th.

Terry Crean also spoke at the meeting advising the Board the Hudson's had stayed overnight at their property on Skyline Trail in violation of a previous BOH order. Terry had notified a BOH member as well as the Middlefield Police Chief, Tom Austin. The Police Chief did write a report of the incident. This information has been sent to the Health Agent for further legal action.

Alan motioned to adjourn the BOH meeting,. Howard 2nd; vote 3-0 and meeting adjourned at 6:09pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
SEPTEMBER 15, 2014

Meeting opened at 6:00pm

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

Bids were opened for the paving of Chester Road and Root Road, 2 bids were received. Lane Construction bid was for total of \$142,350 for both; Palmer Paving's was for \$139,133 for both roads. After discussion with Skip Savery, Highway Superintendent, the Board voted to award the bid to Palmer Paving for both roads on a motion by Alan, Howard 2nd; vote 2-0

Board member David DiNicola arrived at 6:20pm.

Discussion with Skip on status of town roads, he is repairing the worst potholes first, continues to grade the gravel roads. The culvert on Arthur Pease Road will be replaced with a 42" plastic culvert. Skip will use sandbags for his coffer dam when the repairs are done. He will need to rent an excavator for this job.

Skip was concerned with the garage doors at the highway garage; the electric supply to run the openers was not included in the bid. He had spoken with Joe Kerns and advised him of the problem. Also, there was never a walk through after the job was completed. Eric Weiss put this out to bid for the Town under the Green Grant that was awarded and never came back to check on the job.

Warrants were approved and signed; Expenses: \$27,094.64; Payroll: \$12,776.31.

Minutes of last meeting were approved on motion by Alan, Howard 2nd; vote 3-0.

Alan motioned to recess Selectboard (S/B) Meeting and move to a Board of Health (BOH) meeting, Howard 2nd; vote 3-0 and S/B recessed at 6:30pm.

S/B resumed at 7:15pm with all present.

Discussion was held on use of Town Counsel (TC) by other departments/boards. There are times when legal questions can't wait for the S/B to meet as 2 weeks can lapse and some issues are time constrained. (An example would be legal time limits the ZBA has to respond to certain issues/requests.) It was agreed the individual S/B members may grant approval for TC use in these situations if it is warranted. On a motion by Alan it was approved to allow each member to approve up to a maximum of 2 hours of TC time for Chairs, Board of Health Agent or Building Commissioner to contact TC, Howard 2nd; vote 3-0.

The S/B will set priorities for the next few months at a future meeting.

By-Laws were discussed next. Some of the regular By-Laws passed at Town Meeting were not sent to the Attorney General's Office for approval. It appears the Zoning By-Laws passed were sent and approved. The ones that have not been approved will be organized and sent by the Town Clerk, the AA will help with this.

Wally Smith questioned how this is to be done and it was explained the Town Meeting warrant articles, votes and minutes will be gathered and sent in.

In Open Forum the AA advised the kitchen hood is to be installed and the plumbing of the new sinks has been completed. The plumbing bid was \$2,659.66; however, the final cost was \$1,064.22.

Terry Crean, ZBA chair, stated the ZBA will benefit from the use of TC due to timely issues presented to the ZBA and thanked the board for streamlining TC use.

Howard said in his review of past Town Meetings he found the Town voted not to provide legal coverage to employees, elected officials, appointees, etc at the 1987 Town Meeting. This By-Law may be illegal as state law provides this coverage under the Town's insurance policy. This will be further investigated.

Dave questioned the old landfill area on Skyline Trail. Alan advised he could investigate this matter and should start with DEP.

Alan stated the transfer station haulers have broken the gate twice as they unlock the gate and then drive their trucks through without completely opening the gates. Also, the septic tank at the Town Hall ay need to be pumped as there is an odor. It is not known when the tank was last pumped but it does not get much use.

Judy Hoag questioned the status of the kitchen and was update on the progress.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 8:01pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

BOARD OF HEALTH MINUTES
SEPTEMBER 15, 2014

Meeting opened at 6:30pm.

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola, Jackie Duda, Health Agent (HA)

Duane Pease, Administrative Assistant

Hearing on Maitlan Dowsey Property opened at 6:30pm.

HA gave Board history of property owned by Maitlan Dowsey and her involvement with it. She had contact Mr. Dowsey when a port-a-potty was seen outside of his home, she was advised the water system had failed and this was a temporary situation. She advised him funding may be available through Pioneer Valley Planning Commission and gave him contact information. An appointment was made for August 29th to meet with him. On 8/25 she received a call from Police Chief, Ton Austin, regarding considerable trash and clutter. When she arrived on 8/29 she was met by a representative of Highland Valley Elder Services who had been called by Tom Austin. Mr. Dowsey's sister from New York was visiting him at that time also. Jackie was allowed into the house, when she entered she noticed clutter all around and his recliner was broken and he could not get out of it without assistance. There was no running water and the conditions were not sanitary. Because of Mr. Dowsey's physical condition a chair ambulance was called to take him to the hospital. Prior to the ambulance arriving, Jackie was given permission to look through the house, she found the kitchen very unsanitary and unsafe, the back door was barred from the outside, and it was very difficult to move through the house. She could not enter the bathroom due to clutter. At this time she contacted board member Howard Knickerbocker, who came to the scene.

Jackie then issued an Emergency Condemnation Order on the property. Since there was no running water or operating sewer, this was justified. Pictures were taken of various issues throughout the house. Jackie explained to his sister that it was not safe for her to remain in the house and she would have vacate the house. Jackie made arrangement for her to return to New York the next day. There were also 2 dogs on the premises and the dog officer, Terry Donovan, was called and responded to the house and took custody of the dogs.

Mr. Dowsey was taken to Cooley Dickenson Hospital and then transferred to the Calvin Coolidge Rehab and Nursing Center.

Howard advised there were numerous extension cords running through the house to power a heater and griddle used for cooking.

Mr. Dowsey's daughter, Colleen, also attended the meeting and thanked Jackie for her actions. She said when she visited her father he would not let her inside the house and she

never got beyond the front porch. Colleen will get someone to clean up the outside of the property. She also wanted to know what was needed for someone to enter the house. She was told anyone entering should wear biohazard/tyvek protective suits and anyone entering would do so at their own risk.

Jackie will write Order of Condemnation and send to the Board for signature of Chair. Letter has to be sent certified mail and regular mail also.

Since this property is very close to the Peru town line, Peru police have been asked to extend their patrols to include this house. Middlefield Police will also keep closer tabs on the property and some of the neighbors are also watching for any activity.

Dog Officer, Terry Donovan, advised the board the dogs are doing well and they are still in her custody.

Alan motioned the Board accept all of Jackie's recommendation and that the BOH and Police Chief be given 24 hour notice prior to anyone entering the house, Howard 2nd; vote 3-0.

Alan motioned to close the hearing, Howard 2nd; vote 3-0 and hearing closed at 7:08pm.

BOH the discussed the Hudson property with HA. HA advised the Hudson's were in violation of the order not allowing overnight stays on the property and the Police Chief had witnessed this violation. She will file a criminal complaint in Housing Court. She will also sent letter regarding the removal of the outhouses and if she does not get a response, she will incorporate this violation into her overnight staying complaint. This will be heard in the Hadley Court.

Minutes from prior BOH meeting were approved on motion by Alan, Howard 2nd; vote 3-0.

Alan motioned to adjourn BOH meeting, Howard 2nd; vote 3-0 and meeting adjourned at 7:15pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

**Middlefield Town Hall
Selectboard Meeting
September 29, 2014**

Board Members Present: Chairman Alan Vint, Howard Knickerbocker

Regrets: David Dinicola

Meeting was opened at 6:00 P.M.

Warrants: Warrants were reviewed. WP7 was approved for \$7,871.25. WT8 was approved for \$19,787.25.

Handyman update: Donald Munger has completed all of the tasks on his list except for shelving requested by the Town Clerk. He will get the measurements for the shelves.

Debate ensued among the Selectboard concerning the Posting Board at the Disposal Unit.

Different opinions were voiced about the convenience and hazards of the location of the Board. Town Clerk Marge Batorski stated that the article to place the Posting Board at the Disposal Area was not passed at town meeting.

Donald was advised to contact Erica Johnson at the PVPC about the removal of the construction dumpsters at the Senior Center before Middlefield Day.

Town By-Laws Update: Howard uncovered this information in his research:

There are posting requirements after the Attorney General approves the by-laws. Marge will research documents pertaining to unapproved by-laws. Howard will research the simplest way to publish the approved by-laws.

- A by-law requesting that the Town will provide legal coverage to all Town Offices was unanimously voted down at a town meeting.
- Among approved by-laws sent to the town in 1987 by the Attorney General was a notice that the AG will not approve the Zoning Board of Appeals as an elected office. This is not legal in the state of Massachusetts.
 1. There is a 20 day statute of limitations that people have to act after a ruling by the ZBA.
 2. The claims of an illegal constituted body are illegal.

The ZBA members will be appointed at the next legally advertised Selectboard meeting.

Town Clerk: Town Clerk Marge Batorski requested that it be noted that these things occurred before she became Town Clerk. She requested permission to contact Town Counsel. Permission was granted.

Personnel Manual: Mary Courtney drafted a personnel manual for the town. Mary reviewed her draft with the Selectboard. She will email a list of specific questions to the Selectboard. The next meeting is scheduled for November 24 at 6:30 P.M.

Town Electrician Update: The search for an electrician will resume when the Administrative Secretary returns from vacation. Duane will be asked to run an ad.

Open Forum: The Assessors requested permission to continue a conversation with Town Counsel concerning a current case. Discussion ensued. Alan authorized two hours to be used by the Assessors to converse with Town Counsel.

Communications Committee: The Committee requested to purchase an overhead projector, ceiling mount, microphone, pull-down screens, amplifier and speakers, to be used for presentations, movies, training, etc., for use in the auditorium.

The approximate cost for this is \$3,000. Discussion ensued. Alan made a motion to accept the proposal. Howard seconded the motion. All were in favor. 0 opposed.

Library: The Library Trustees composed a letter with the assistance of the Massachusetts Library Commission in Boston stating the rules regulating Massachusetts libraries. This was submitted to the Selectboard for their information in order to address complaints by residents concerning library hours.

Green Communities Grants: The Highway Supervisor was concerned that the contract for the work done at the garage was signed off without a walk through. Final payment should not have been made without his approval. Any discrepancies that existed could have been negotiated before signing off.

Upcoming Meetings: Meetings were scheduled for October 13th and 27th.

Alan made a motion to adjourn the meeting at 8:58 P.M. Howard seconded the motion. All were in favor. 0 opposed.

Respectfully submitted,

Suzanne C. Lemieux
Recording Secretary

SELECTBOARD MINUTES
OCTOBER14, 2014

Meeting opened at 6:00pm

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

Brian Dodge requested 5 minutes to speak with the Board regarding property he owns on Chipman Road. The property is currently in Tax Title, he wanted to discuss the fact that he has a buyer for some other personal property he owns and wanted to guarantee payment of his taxes. Alan advised any dealings on the taxes would have to be conducted through the Town's Tax Attorney, Ron Berenson. He also had a complaint about the condition of the road but did not pursue it.

Warrants were reviewed and signed. Payroll: \$9,899.80; Expense: \$209,581.72.

Mutual Aid Agreement for the Police Department was approved on motion by Alan, Howard 2nd; vote 3-0 and Alan signed.

Judy Hoag advised the Board the ZBA has repeatedly billed the Hudson's for the ZBA legal expense. The Hudson's requested that their application be withdrawn without prejudice. There was discussion on how to recoup this expense and it was suggested that no permits would be issued until the legal bills were paid. Howard suggested placing a lien on the property if it was legal and Alan said the ZBA could file a claim in Small Claims Court. Going forward the ZBA will refuse to hear any further requests from the Hudson's until payment is received.

Selectboard minutes of 9/15/14 were approved on motion by Alan, Howard 2nd; vote 3-0.

Board of Health minutes of 9/15/14 were approved on motion by Alan, Howard 2nd; vote 3-0.

Selectboard minutes of 9/29/14 were approved on motion by Alan, Howard 2nd; vote 3-0.

Alan advised AA that Mary Courtney is to be scheduled for the November 24th meeting at 6pm to discuss the Personnel Policy she has been drawing up.

Also, the Emergency Management team is to be scheduled to meet with the Board at a meeting next month.

Dave spoke regarding Open Forum, he felt the assessors should have been on the agenda regarding their request to contact Town counsel (TC). Alan advised the Board made a

decision that any member could authorize up to 2 hours of TC contact. There was further discussion..

ZBA appointments were made: Terry Crean, Mitch Feldmesser and Judy Hoag were appointed. This was done as they had been previously elected and it was learned that the ZBA is an appointed body. The Alternates had been previously appointed and did not have to be reappointed. Howard suggested that TC be contacted and have them draw up a document to be sent to the legislature for approval. .

Next item discussed was the Bill and Warrant procedures. The last bill paid under the Green Grant funding went over budget for the Grant funding and should have been kicked back to the Board for review and discussion as to how the overage would be paid. The Accountant was advised by the Finance Committee chair to take the balance from the Maintenance o Public Buildings Account. Howard suggested these procedures should be written down, codified and followed. There should be a set of operating procedures for each department the Board is responsible for. Dave said the Board has to assume everyone is getting the job done properly. Alan feels the Town should have a Town Manager so these things don't happen. That way there would be someone available to monitor and track the every day operation of the Town's finances.

Sherri Venditti thought Eric Weiss who was administering the Grant should known the final bill was over budget and brought it to the Board. The Board never knew the final portion was over budget.

The Fire Station roof was next. A bid of \$2,500+ was received from Betnr for repairing the roof. After discussion, it was agreed to defer these repairs. Highway Superintendent, Skip Savery, said he would be willing to help the Fire Dept repair the roof.

In Open Forum Jan Hines was appointed Assistant Animal Inspector and Animal Control Officer on motion by Alan, Howard 2nd; vote 3-0.

Halloween Trick or Treating will be October 31st until 7:30pm. Chris Bresnahan will be organizing a free pizza party at 4:30pm in the Town Hall followed by a Rag Shag parade to the Town Center. the Middlefield Days group will have a bonfire at 7pm in the field behind the Town Hall as their original scheduled date was rained out.

Howard feels the Town should take the appropriate steps to make sure all of the road that had be discontinued in the past were done legally, even if it means bringing them back to the Annual Town Meeting (ATM) for another vote. Harry Pease Way still shows up on the Assessor's map despite a Town Meeting vote to remove it at the 2012 (ATM).

Dave suggested the speed limit on Skyline Trail in the area of his home be reduced to 40mph as it is the only place on Skyline where the limit is 45mph and vehicles are going much faster. Alan suggested he contact the Police Chief and have him set up radar in the area.

Howard advised he spoke with TC on the Council on Aging consortium is being set up. It will include 5 towns.

Also, the Town Electrician position never went to the Town to create the position. There was discussion and Alan said the Board can create the position. At the next Town Meeting the position could be funded as a separate item. The advantages of having a Town Electrician are many: any repairs or improvements would not have to go out to bid, they could be done by the electrician; that person could figure out the best way to improve the electric supply to the Town Hall and other Town buildings. Currently, an engineer would have to be hired to address the needs.

Skip Savery advised the threshold has been raised to \$35,000 before a job has to go out to bid, under this amount can be done by securing 3 quotes. He also said town needs to have someone in place to make sure we are getting what is needed and getting the biggest benefit for our money. The tires are off the grader and will be replaced. He has to fill the sand bags for the coffer dam on Harry Pease Road before he can replace the culvert. Also, he is going to work out a swap with Hinsdale for the old chipper that is in the Post Office parking lot, this chipper is no longer legal for the Town to use and Hinsdale can use it for parts. The bridge on Chester Road has been narrowed to 22 feet as the State Inspectors determined the upstream support has deteriorated to such an extent it is no longer safe. He installed a guard rail to narrow the bridge and make it safe for traffic.

Dave said he has spoke with Skip regarding the use of blacktop shavings on some of the hills. This will be tried next year. The only disadvantage is the road will not be able to be graded and any holes would require patching with blacktop.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 7:22pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
OCTOBER 28, 2014

Meeting opened at 6:02pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant

Bob Hoynoski, Emergency Management Director, met with the Board to request the Chair sign a MEMA grant application. He explained this grant is provided through the State for emergency management planning. After a brief discussion, Howard motioned to allow Alan to sign, Alan 2nd, vote 3-0 and grant was signed.

Warrants were reviewed and signed. Expenses: \$186,875.74;m Payroll: \$10,708.51

Hampshire Council of Governments is sponsoring a Legislative Meeting on November 15th so area Selectboards can meet with their State Representative and Senators.

Michael Brighetti questioned if anything was being done about the property owned by Ricky Beckett. He has a trailer and an outhouse on the property. Sherri Venditti advised the property has been recently posted. Alan advised the Building Commissioner (BC) has been pursuing this as well as other properties in town. There was further discussion on status of these properties. The trailer that had been on Clark Wright Road has been moved out and the ZBA is currently dealing with the "car" issue. Terry Crean, ZBA Chair, advised the property owner has filed an application for a Special Permit to store the vehicles, the application has not been acted on to date. The BC and Health Agent have been active in pursuing these issues.

Highway Superintendent, Skip Savery, told the Selectboard (S/B) he attended the last Selectboard meeting in Washington to discuss the status of the closed bridge on Middlefield Road. Washington has hired an engineer for designing the bridge replacement. They are aware of the need to have an approved architect do the design as to not delay the process any longer than necessary. Skip has volunteered his assistance in replacing the bridge. The State funding under Chapter 85 for bridge repairs is at least 2 years out and the Town is requesting funding for replacement through a Special Town meeting. Alan has contacted the Town's Senator and Representative to aid in obtaining funding as quickly as possible. The bridge being closed impacts Middlefield residents more than those living in Washington as there is a safety and time issue for Mutual Aid in case of a fire as well as a delayed response for ambulance service getting an injured/ill party to a hospital in case of a medical emergency.

Skip also advised the Board he will be replacing the Chester Road bridge guardrail that was hit by a car last week. He will place barrels before the guardrail to warn drivers of the narrowing of the bridge, he had discussed with the State engineer the need for signage

before the bridge and was told the bridge was still wide enough and warning signs were not needed. He now has ordered signs that will be erected when they are received.

Skip has ordered his salt for the winter. Also, he will be having a discussion the other towns that use the boom mower as it had quite a bit of damage when it was returned to him. In the future, he will make sure the mower is returned to Middlefield before being assigned to another town to use. This way he can inspect and charge for any damage.

He also obtained the splash guard for the kitchen, this will be installed between the hand wash and prep sinks. He also moved the stove back into position.

Dave questioned how he reviewed the bills and invoices he submits for payment. Skip told him he checks each slip against the invoice before submitting them for payment.

Town Clerk, Marge Batorski, told the Board she has the By-Laws ready to be submitted to the Attorney General's office for approval.

Update on Senior Center: repairs are proceeding; new slate roof has been installed, some painting has been done on the exterior and copper gutters are in place.

Next item discussed was the Town flag. Middlefield does not have a Town flag and prior attempts to produce one have not been successful. Alan suggested there be a contest for designing a flag with a \$200 prize for the chosen design. There was continued discussion regarding the flag and how it would represent Middlefield. There is a lot of history in Town and that could be incorporated into the flag. It was decided that the final judging would be held during the Annual Variety Show which is held in February. On a motion by Howard, Alan 2nd; vote 3-0, it authorized a \$200 dollar prize to be given the winner. The prize money will come from the Selectboard's expenses.

Next discussion regarded the Assessor's use of Town Counsel. Sherri Venditti questioned why there was discussion at a previous S/B meeting of a matter that the Board said was privileged and continued to discuss without any further knowledge being stated. Alan said anything that may compromise the Town in potential litigation is considered privileged and this is an ongoing situation. When asked where the Town stands, Alan said it was hard to say. Howard said they are trying to find a mechanism to solve the problem and that the lawyers have spoken with each other. Sherri said there needs to be a credible threat and thought what was previously discussed was a new issue. After the explanations were stated, Ms. Venditti apologized for her initial queries

Alan said there are many issues in Town that have the potential for a law suit being filed, including, but not limited to Zoning issues.

Dave questioned the property that abuts the Crean's and wanted to know what the Assessors had assessed the property as, a garage, a shed? There was extensive discussion regarding the Hudson property and Alan explained it is currently being used illegally and illegal use is never legal. This building should have never been allowed by the ZBA at

the time the previous owner's requested building it, but it was approved for use as a barn not as a dwelling. Judy Hoag, ZBA member, advised the ZBA had received a request from the Hudson's to withdraw their request without prejudice but the ZBA will not grant that request. The Hudson's have not reimbursed the ZBA for the legal costs incurred to date and a letter has been sent to them requesting reimbursement. Currently, the legal costs are approximately \$910.

Dave felt there should be some way to reach common ground on some of these issues. Alan explained this S/B has been diligently trying to enforce the Town By-Laws and to make a difference. Howard said the Board hopes the Town supports them in this effort. Most who ignore the rules are trying to use it to their advantage.

Alan feels if the Town spends a little money now in enforcing the By-laws, it can avoid future problems and a compromise can be the wrong way to go for the future.

Dave still felt the Assessor's assessment of the building was inconsistent, the Town would be on higher ground. Sherri said it is not the assessor's job to categorize the property but to inspect it to the best of their ability, if they see a kitchen, bathroom, etc. They do not determine the legality of the building.

Joe Kearns advised that the Transfer Station has been inspected and this was paid for by HRMC. The Town will be receiving a copy of the report as well as one being sent to DEP.

Alan motioned to adjourn at 8:10pm, Howard 2nd; vote 3-0 and meeting adjourned.

It was noted that the next Board meeting had not been scheduled, Alan Motioned to reconvene, Howard 2nd; vote 3-0 and meeting reconvened at 8:11pm

S/B meetings scheduled for November 10th and 24th.

Alan then motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 8:12pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
NOVEMBER 10, 2014

Meeting opened at 6:03pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant

Warrants reviewed and signed. Payroll: \$8,870.20; Expenses: \$34,077.19.

Minutes approved on motion by Alan, Howard 2nd; vote 3-0.

Steve Harris, Communication Committee (CC), reported to Board Middlefield has applied for no-cost wireless broadband for the town. It is an experiment in using wireless for the “last mile” and would benefit the users as there would be no fee.

Town Hall painting has started and Kathy O’Brien stated they are painting as fast as they can and doing it neatly.

Alan reported he has spoken with 2 of the Washington Selectmen, Representative Steve Kulik and Senator Downing’s aide regarding the Becket Road Bridge. The replacement will be done as quickly as possible and everyone is cooperating. Washington has been advised the Middlefield Highway Dept is willing to aid in the replacement.

Howard advised the Senior Center repairs are pretty much completed. He will have the Electrical Inspector inspect the bathroom prior to any work being done. He wants to make sure the electrical will be within code.

Alan said he spoke with Erica Johnson of Pioneer Valley Planning Commission, regarding concerns with the late season cold temperatures and the exterior painting on the Senior Center. She advised there would be a one year warranty on the work. Alan also spoke with a representative of Sherwin-Williams and was told any flaws should show up within the first year.

MIIA had an inspection done on the properties for a re-evaluation and found the buildings to be underinsured. MIIA requires property to be insured at 100%. Alan motioned to accept the new valuations and agree to the increase in the insurance premium, Howard 2nd; vote 3-0.

Howard reported on the Southern Hilltown COA Consortium. There are 5 towns in the group and the COA chairs of the towns act as the Board of Directors. Russell serves as the administrator. This consortium enables the COA’s to obtain grant funding for various activities such as contracting with outside agencies for outreach programs.

The original consortium was never set up correctly and Howard requested Kopelman & Paige (K&P) put together an agreement giving legal status to the consortium. K&P is doing the legal work at no costs to the towns. However, since K&P represents 3 of the towns they need a release signed by the board. On a motion by Alan, Howard 2nd; vote 3-0 Alan signed the release.

Next discussed was the kitchen. It now been approved by the Health Agent. The painting will be done by the Middlefield Fair group. Howard also noted the State recently enacted a law making “pot luck” dinners legal.

Alan said there needs to be rules and regulations for use of the kitchen and the doors must be locked when the kitchen is not in use. Town Hall custodian, Kathy O’Brien, will be in charge of inventory and making sure the kitchen is cleaned properly after use. Dave said he will obtain a copy of the Dalton kitchen rules for the Board to review.

Howard reported the Southern Hilltown Adult Education Council (SHAEC) is going to assign 12 computers to be used for computer classes. Six will be set up in the auditorium; they will also be available for residents to use. SHAEC is also interested in using the kitchen for canning classes.

Alan reported the Town Handyman, Don Munger, has resigned for health reasons.

Steve Harris, Joe Kearns, and Howard (CC) are installing a new audio visual system in the auditorium. This includes and overhead projector, speakers, screen and wireless microphones. The projector has been tested and worked.

Dave will contact Al Sirard regarding an appointment as Assistant Electrical Inspector.

In Open forum, Town Clerk, Marge Batorski, advised the Veteran’s Agent has yet to be sworn in.

Dave questioned the legal account for K&P and how the Town was going to provide up to \$2,000 for legal fees regarding the Worthington withdrawal from the Gateway District. Alan explained the agreement that was reached has an \$8,000 cap for this year and the Town would not be billed for any legal use over that amount. The current budget is \$12,000 so there is an additional \$4,000 available.

Highway Superintendent, Skip Savery, advised the Board the Arthur Pease Road culvert has been replaced. Prior to his closing the road, he checked with every resident on the road and no one had any problem with the road being closed and having to use a detour. He had ordered salt for the winter, current price for untreated salt is \$68/ton and \$74/ton for treated salt.

Joe Kearns, Finance Committee Chair, advised a Special Town Meeting will have to be held at some point to increase the Vocational Education budget.

Alan motioned to adjourn the Selectboard Meeting and go into Executive Session to discuss the litigation regarding the Worthington Withdrawal from the Gateway District and not reconvene the open Selectboard Meeting. Howard 2nd the motion. Vote: Alan, Aye; Howard, Aye; David, Aye.

Meeting was adjourned at 7:02pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
NOVEMBER 24, 2014

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant

Erica Johnson, Pioneer Valley Planning Commission (PVPC), addressed the Board regarding the Community Development Strategies for the Block Grant for the coming year. Discussion ensued regarding new priorities for the town; Erica is looking out 3-5 years for projects as all are not funded each year. It was agreed the brownfield clean-up at the former General Store and the development of the area should be rated as high priorities. An upgrade to the Transfer Station should also be considered. Erica will re-tool the Town's strategy and email the report to the Board for review, adjustments and approval. Russell is again the lead Town for the grant

Dave questioned how the dollars for the septic repairs are handled, if the money is being used and how do people know money is available. Erica advised PVPC advertises in the Country Journal for this and for housing rehabilitation. Also, PVPC put more money into the housing rehab during the last cycle than in previous years. This money is basically free and if the house is sold before the term of the loan expires, the funds owed go back into the housing rehab budget.

Next discussed was the Senior Center project. The contractor has pretty much completed the project and will be back in warmer weather to finish up. Alan questioned if money will be held back to make sure the lawns are repaired properly. Erica said the next bill she sends for approval will have the hold back amount stated.

Michele Klemezewski of Southern Hilltown Adult Education Center (SHAEC) which is funded by a grant from PVPC advised the Board they would like to use the kitchen on December 13th to have a pressure canning class. Also, UMASS would like to donate up to 8 computers for use to teach classes in the Town Hall. UMASS requests a letter from the Town accepting the computers and waiving liability.

Highway Superintendent, Skip Savery, advised the Board that Washington had located a temporary bridge to replace the bridge on Becket Road.

Washington will have to hire a private engineering firm to inspect and rate the bridge prior to it being moved and installed. The bridge is complete and should be relatively easy to install, skip has offered the help of the highway dept in installing the bridge. Alan said he had contacted the Town's State Senator and Representative to have them push Mass DOT into getting this bridge replaced.

Skip also advised he does not anticipate receiving the new truck much before March and has made repairs necessary to the older truck so it will be serviceable for this winter. The new truck was purchased under the State bid.

The Department of Elementary and Secondary Education (DESE) will be holding a hearing on December 3rd to discuss the impact of the Worthington withdrawal.

In open forum Howard said he had been in contact with Town Counsel, Jonathan Silverstein, regarding the past actions of the Zoning Board of Appeals (ZBA). Jonathan suggested an article be placed on the Annual Town Meeting Warrant accepting the past actions of the ZBA. This will be discussed at a future meeting. Also, there are 6 more By-Laws that have to be submitted to the Attorney General's office for review and approval.

Howard also brought up the fact that WiredWest is looking to individual towns to provide funding for the "last mile" hook up to the fiber optic network. The rough cost to Middlefield would be in the \$600-800,000 range. If this were not approved, the Town would not be connected to the network. Discussion followed with pros and cons discussed including higher home values, lower phone costs if connected to the network. Currently, the Verizon DSL does not reach all residents and some are not able to use a satellite connection and are restricted to dial-up access. Howard feels that WiredWest is building out the best and not interested in building a much less expensive network. This bonding could put the town in jeopardy.

Personnel Policy was also discussed and the draft submitted by Mary Courtney had been reviewed. It was directed primarily toward the Highway Dept. and did not address the appointed personnel to a great deal. The fire

and police depts. also need to be included. The board agreed they would continue to review and tweak it for future meetings.

Warrants were reviewed and signed. Payroll: \$14,103.81;
Expenses: \$16,834.90.

Minutes of previous meeting were approved on motion by Howard, Alan 2nd; vote 3-0.

Joe Kearns advised the Transfer Station inspection was completed and a report sent. HRMC paid for the inspection. There are some areas that have to be improved and the electronics shed needs to be replaced. This will be addressed in the future.

There was brief discussion on the lawsuit that was filed regarding the Worthington withdrawal from the Gateway Regional School District.

Minutes from the Executive Session held at the last meeting were approved on a motion by Alan, Howard 2nd; vote 3-0. These minutes will be released at a future date.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 8:23pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
DECEMBER 8, 2014

Meeting opened at 6:00pm

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

Warrants reviewed and signed. Payroll: \$13,293.90; Expenses: \$36,699.42.

Minutes approved on motion by Alan, Howard 2nd; vote 3-0.

Howard requested Alan sign the Council on Aging Grant for the Town.

Howard reported he attended the Department of Elementary and Secondary Education (DESE) hearing regarding the Worthington withdrawal held at Gateway Regional School. There were 75-80 in attendance, the comments were excellent and the crowd was well-behaved. Howard felt the DESE was just trying to get this hearing out of the way and the withdrawal was a done deal. A conference will be held with Worthington to work out what they will owe when the withdrawal occurs. A law suit has been filed against the withdrawal and an attempt at an injunction against it will be pursued.

Joe Kearns, Finance Chair, and Dave DiNicola also attended the meeting. There was continued discussion about the meeting. Representative Pignatelli also attended the meeting and his questions were not answered and he chided the committee over their lack of responses. DESE has until December 30th to report back to the legislature so Worthington can withdraw effective July 1st. Dave noted one of Middlefield's School Board representatives, Noreen Suriner, spoke very effectively for the Town. The budget shortfall with Worthington's withdrawal would be approximately \$40,000 for the Town. Huntington's would be \$260,000 and Russell's \$100,000.

Building Commissioner, Bill Girard, spoke to the Board regarding setting up a credit card payment system for building permits. He stated this would make it easier for contractors as they would not have come to the office to obtain permits, applications are now taken on-line. He also felt since it would be easier, more permits would be requested. AA will check with the Treasurer to have her set up the on-line payment account.

6:30pm: Assessors met with the Selectboard for the Tax Classification hearing. Since there is only about 4% commercial in Town, the Assessors requested a single rate. After some discussion, Alan motion to accept the single rate, Howard 2nd; vote 3-0. The new tax rate will be an increase of 2 cents from last year with the new rate being \$17.44.

The Board next met with the Emergency Management team. Ed Vivier, Emergency Medical Services, Ron Radwich, Fire Chief, Tom Austin, Police Chief, Bob Hoynoski, Emergency Management Director and Skip Savery, Highway Superintendent. Alan asked if anything was needed from the Selectboard for them to carry out their duties. Bob stated they are all on the same page and are communicating on a regular basis and during the recent power outage on Thanksgiving, he received no calls from residents needing assistance. Tom advised all the Town radios are programmed so each department can radio each other. There was further discussion including problems with dispatch not calling the Police Chief regarding an auto accident in Town, not having the Highway Garaged wired with the fiber optic network, they are still working on obtaining a radio tower to improve communications throughout the Town. Sherri Venditti questioned if there was any list of residents that has special medical needs or equipment and that perhaps a phone list of Emergency Contact phone numbers should be sent out with the tax bills. Town Clerk, Marge Batorski, volunteered to send this out with her yearly census forms that go out in January. Ray Gero also advised if someone is on oxygen, this should be known to responders.

Ed said the Town should actively look into a reverse number calling system such as Blackboard. Currently Ron has access to a reverse 911 system that can be used only in case of disaster or emergency. Some departments get messages from western Mass Electric regarding power outages. Bob gets an email advising him of when the storm center is open and a phone number for him to call. Overall, everything has been going smoothly and the Board thanked the members for coming.

Next discussed was a communication problem that Alan had with Kathy O'Brien, Town Hall custodian. The Town hall was not cleaned during the week and Alan's calls to Kathy were not returned. Howard felt it was not up to Alan to address this on his own, but it was something the entire Board should have addressed with Kathy. There were continued heated discussions. It appears this stemmed from payment of hours worked that were not paid to

Kathy, she was only paid for hours of some of the various jobs she performs for the Town. Dave felt there were 2 issues, not getting paid and how to handle the situation.

Highway Superintendent, Skip Savery, asked the board for signatures for his Chapter 90 reimbursements. The Board signed the forms. He has had no major problems the last couple weeks.

Final discussion was regarding kitchen usage now that the kitchen has been okayed for use. Determination will have to be made on charges to cover the opening, closing and inspection after use. This will be discussed at a future meeting.

Alan motioned to adjourn the Selectboard Meeting and open a board of Health Meeting and not to reconvene the S/B Meeting, Howard 2nd; vote 3-0 and S/B meeting adjourned at 8:10pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
DECEMBER 22, 2014

Meeting opened at 5:00pm

Present: Alan Vint, chair; Howard Knickerbocker, clerk; David DiNicola
Duane Pease, Administrative Assistant

Alan motioned to go into Executive Session to discuss a personnel issue with Kathy O'Brien and then reconvene regular Selectboard meeting, Dave 2nd. Vote: Alan, Aye; Howard, Aye; Dave, Aye. Vote 3-0 to go into Executive Session.

Kathy requested hearing be held in Open Session, so meeting held in Open Session.

Alan personally apologized to Kathy. He explained there was a misunderstanding on his part. He has no issues with her work. She works very well with no supervision and does her jobs very well and he is grateful. She maintains the Town Hall, has been in charge of the painting of the building as well as cleaning the Senior Center and maintaining the Transfer Station. She also obtains the Wednesday meal for the seniors and distributes the Brown Bags. He felt the issue he has is communication.

When Kathy did not show up to clean the Town Hall during the week and did not respond to the messages he left on her answering machine, he spoke to her at the Transfer Station. He thought the conversation was private and questioned her as to why she did not clean and why she did not respond to his voice mails. He also had concerns about her health as she has had issues in the past. When she told him about the issues with her pay, he spoke with the Treasurer and Accountant. In Alan's opinion, it is never appropriate to decide on ones own not to work; she should have advised the Board of the situation.

There was continued discussion among the Board and Kathy. Howard felt the problem was not with Kathy but with the manner of paying employees when more than one account is being used for payment. It was agreed it was not appropriate to express any displeasures to the Townspeople. If Kathy has any issues in the future, she will contact Howard. There is also the expectation that any messages should be returned within 24 hours. Howard said specific issues should be addressed and it was not right to make broad statements.

Alan said he is deeply appreciative of her work, but she just needs to communicate with the Board.

Warrants were approved and signed. Payroll: \$17,678.91; Expenses: \$53,266.03

Animal control Officer Terry Donovan advised she picked up stray dog on Arthur Pease Road on Saturday tagged the door of the owner and brought it to her kennel. She checked with the Town clerk and the dog was not registered. A short time later the person that has control of the dog showed up at her house and went to the kennel and removed the dog.

This lady was Christine Latta, she said she did not own the dog but was just taking care of it, when told she could not go in the kennel, she went in anyways and removed the dog. Terry feared for her safety and did not try to stop the lady. Since this happened in Chester, she will meet with the Chester Police Chief to determine what her course of action will be. Terry had also received a complaint about this dog in November, but when she went looking, the dog was not around. She also left a tag on the door at that time. She advised the Board the State frowns on her keeping dogs in her kennel as they may spread diseases to her dogs. Terry is looking into sharing a kennel with other towns. The kennel must have fencing and a run; it does not have to have heat. Alan volunteered to let her use his kennel/barn in an emergency situation.

Building Commissioner, Bill Girard, met with the board next. There was discussion regarding the fee schedule the Town currently uses, Bill would prefer to use the same schedule he uses in Becket. He will have to include a fee for trenching as there is none in the Becket schedule. On a motion by Alan, Howard 2nd, vote 3-0, bill will submit a new fee schedule to the board for review.

Dave has spoken with Al Sirard regarding his being appointed the Assistant Electrical Inspector and he is willing to do it. Dave motioned to appoint, Alan 2nd, vote 3-0 to appoint.

John Savery submitted a letter of interest in being the Town Electrician; his rate would be \$60/hour. John is a Master Electrician and has done much work for the Town in the past. This position has been advertised many times in the past with no one showing interest. Alan motioned to appoint, Howard 2nd; vote 3-0 to appoint.

Alan advised the Becket Road Bridge in Washington is still in limbo, there seem to be a bureaucratic foul-up in getting the temporary bridge approved. The Washington Selectboard is doing everything possible to get the bridge approved.

The WiredWest bonding request was discussed next. WiredWest is requesting the S/B vote to put the bonding request on the warrant at the Annual Town Meeting. Currently, the estimated bonding amount is \$800,000. Howard spoke of his research into the fiber-optic system they want to install. He feels this is the "Cadillac" system and the most expensive. There is no guarantee on the return from the users of the system and it could be many years down the road before the Town would reap any profit to pay the bond; in the meantime, the Town would be responsible for paying the bond as it becomes due. He feels WiredWest is overstating the potential customers as the Town population is decreasing and aging. Howard felt he could not recommend this to the townspeople.

Further discussion on this showed the cost to bring the cable would be approximately \$3,100 to each house with an additional \$900 to connect. The monthly average cost to each customer would be \$125. WiredWest claims there are 250 houses in town that would benefit from this. However, Howard said this includes 42 second homes and 15-20 houses that are either for sale or empty.

Steve Harris, Communication Committee member, has posted the construction and Operating expenses on the Town website. Steve also said he is looking into a possible wireless system for the Town that would be less expensive. He has also been to other towns that are proposing to install their own systems, either hard wired or wireless.

The WiredWest request will be a burden for the Town to pay and at this time Alan motioned to send the request to Town Counsel for review, Howard 2nd; vote 3-0 in favor. Alan then motioned to table this request at this time, Howard 2nd; vote 3-0 to table.

Next item discussed was the possibility of having Town counsel give a seminar for the Building Commissioner, Assessors Board of Health, ZBA, Planning Board, Conservation Commission and Selectboard regarding the Zoning By-Laws as well as the existing Town By-Laws. Sherri Venditti questioned how this could be done if not all the by-laws are available. She was informed this would be a general seminar but specific questions could be asked. Alan would see if the various Town entities would be willing to contribute to the cost of such seminar. Alan motioned to go ahead with the seminar and he would poll the various boards to seek their input as to its value, Howard 2nd; vote was 2-1 with Dave voting against.

Howard advised there are 3 computers in the auditorium that are available for use by residents. Also, SHAEC will be offering free yoga classes in the auditorium in January.

Alan motioned to adjourn, and go into board of Health meeting and not reconvene the S/B meeting, Howard 2nd; vote 3-0 and meeting adjourned at 8:16pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
JANUARY 5, 2015

Meeting opened at 6:00pm

Present: Alan Vint, chair; Howard Knickerbocker, Clerk; David Dinicola
Duane Pease, Administrative Assistant (AA)

Warrants reviewed and signed; Payroll: \$8,391; Expenses: \$21,567.81

Minutes approved on motion by Alan, Howard 2nd; vote 3-0.

School Committee members Sarah Foley and Noreen Suriner meet with Board to discuss Worthington withdrawal and ramifications for the Town. Extended discussion followed. The whole situation is complicated and a law suit has been initiated to either slow or stop the process. Other regional districts are also watching this very closely as it could set precedent. Recent cuts in the Education budget by the governor have also put an additional burden on the Gateway District. Worthington is planning on sending its students to Hampshire Regional School for grades 7 through 12 on a tuition basis while retaining their own elementary school. They are negotiating with Hampshire for them to provide administration to their elementary school.

There are many areas of contention with regard to the withdrawal and what portion of post-employment costs Worthington would bear. Also being questioned is the Home Rule petition that was passed that allowed Worthington's withdrawal. Sarah said the School Committee members from Middlefield are frustrated; they want to oversee the district's education and not have to fight this battle.

The Board thanked the members for coming and representing the Town in a very positive way.

Dave advised he had spoke with Kathy O'Brien and she will be submitting her time sheets on a monthly basis to avoid the recent confusion that occurred before Christmas.

Highway Superintendent, Skip Savery, advised the Board he had the last round of well testing paid under the Building and Maintenance Account. Also, he received a complaint from Judy Peterman about her driveway washing out. He inspected the driveway and determined the washout was caused by water running down ruts in her driveway and not from the road. He also advised there was nothing new to report on the delivery date for the new truck, there is a 12 week wait period to obtain the truck from Ford and the is goes to the body builder to complete it. He still does not expect delivery to the Town before sometime in March.

Building usage policy was discussed and AA will make changes to reflect approval by Selectboard's office and Serv-Safe certified person be on site if kitchen to be used.

Howard advised the screen and projector in the auditorium are up and running. There still is wiring that has to be completed.

Dave wanted to know how the Town can get the information on the available housing funds to the residents; he was advised to check with Erica Johnson at Pioneer Valley Planning Commission.

Alan motioned to adjourn the Selectboard meeting, not reconvene, and open a board of Health meeting, Howard 2nd; vote 3-0 and meeting adjourned at 7:40pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, clerk

David DiNicola

BOARD OF HEALTH MEETING
JANUARY 5, 2015

Meeting opened at 7:40pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant

Discussion centered on Hudson Condemnation Order and their response to same.
Hudson's have not complied with past orders and have failed to reimburse the Zoning
board of Appeals for the legal costs incurred to date.

Howard suggested the Board speak with Town Counsel and have the response letter be
sent on Kopelman & Paige's (K&P) letterhead. All members agreed and Alan will
contact Jonathan Silverstein at K&P and have him draft the response.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at

7:47pm. Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
FEBRUARY 17, 2015

Meeting opened at 6:00pm by Clerk, Howard Knickerbocker, in absence of Chair.

Present: Howard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant
Absent: Alan Vint, Chair

Warrants reviewed and signed; Payroll: \$14,116.06; Expenses: \$150,538.82. Warrants from previous period were: Payroll: \$11,151.10; Expenses: \$6,325.15

Minutes approved on motion by Howard, Dave 2nd; vote 2-0.
Board of Health minutes approved on motion by Howard, Dave 2nd; vote 2-0.

Mail reviewed. Treasurer submitted hand written notes in response to questions previously given to her. Explanations will be further pursued at future meeting.

Howard spoke on WiredWest request to have Selectboard vote to bring bonding issue to Annual Town Meeting. He had spoke with Town Counsel regarding this and was advised if the Board brought this forward it would indicate the Board was supporting the bond issue. The Board is still divided on this issue and it will be further discussed after a public meeting with WiredWest representatives. There is a 3 year window for acceptance of the WiredWest proposal.

Town Hall custodian, Kathy O'Brien, advised there were items missing from the kitchen after the talent show.

Steve Harris spoke to the Board regarding his current attempt to bring a wireless network to the Town in lieu of WiredWest's hard wiring to each household. He has written to Mass Broadband requesting a pilot program for Middlefield. If this were successful, it would be fully state funded at no cost to the Town. Steve is not sure how it would be set up but the bidding process would sort this out. If this were not successful, it still would not cost the Town any money. He has been in contact with Warwick, this town set up their own wireless network to serve its residents. There was further

discussion on this topic. Sherri Venditti questioned if there were any alternatives to this since the area is geographically challenging. The Request for Proposals would hopefully bring various options for the project. Maureen Sullivan advised the DSL available from Verizon currently ends at Root Road and if the pilot was unsuccessful what would be a back up plan. The Town would still have the WiredWest option should it choose to fund the bonding issue. Dave felt the Board needs to have all the information before bringing this to the Voters. Howard is still very leery of the WiredWest proposal as they seem to have based their estimates on best case scenarios and are not taking the rapid advance of technology into consideration.

Patricia and Kim Baker met with the Board next to discuss issues they have with the Assessors and their tax situation. Patricia stated at the September 29th Selectboard (S/B) meeting one of the assessors stated the Bakers were not paying their fair share of taxes. She disputes this as they pay in excess of \$16,000 yearly to the Town. They pay corporate taxes to the State as well. The assessor's had previously hired an independent appraiser to inspect their property on two occasions; his purpose was for inspecting the property, not the personal property the assessors are alleging. Patricia said the assessors have made allegations of the Baker's owning personal property that they do not own. They have filed for abatements and they have been denied. The Bakers feel the assessors are discriminating against them. The Baker's sent a letter to the Selectboard previously and Howard felt the letter was quite threatening and he is not in favor of putting the S/B in the middle of this dispute. The assessors are an elected board and do not answer to the S/B. there was further discussion between the S/B and Bakers. The Bakers are not asking the S/B to mediate but just want to set the record straight.

Patricia would like to see the Assessor position be appointed by the S/B, that way there would be a deeper, qualified applicant pool and trust could be reestablished with the assessors. This has worked well with the Tax Collector and Treasurer positions. She is going to present an article for the Annual Town Meeting seeking to replace the elected Board of Assessors with appointed assessors or assessor. Kim stated that having one assessor and hiring a certified appraiser has worked well in other towns. They did say their attorney has been in contact with Town Counsel but not much headway has been made.

Next item discussed was WiredWest and the proposed informational meeting with their representatives. Joe Kearns will contact them to arrange

the meeting. Howard stated that with the information that has been made available so far he would fight their proposal tooth and nail as it does not seem feasible. Maureen Sullivan said there is a need for technology in town and it can take as long as 30 seconds for information to load on a computer currently in some parts of town as most of the businesses are e-commerce businesses and they have a need for faster speeds.

Howard said the Yoga classes have been a huge success and are being extended. The COA is looking into applying for an Energy Grant for the COA Center.

Town Clerk, Marge Batorski, advised the caucus is to be held March 23rd and all names must be submitted by noon on March 7th.

The Rabies clinic will be held at the Fire Station from 6:30-8:00pm on March 26th.

Howard attended the recent Executive Session in Huntington regarding the Worthington withdrawal.

Judy Hoag questioned who would pay for an independent appraisal in a dispute with the assessors over property or personal property. Howard said it would be up to the individual to pay.

Howard motioned to adjourn, Dave 2nd; vote 2-0 and meeting adjourned at 7:30pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MEETING
MINUTES
MARCH 2, 2015

Meeting opened at 6:00pm by Clerk, Howard Knickerbocker, in absence of Alan Vint, Chair; Selectboard member David DiNicola also in attendance.

Administrative Assistant (AA) Duane Pease present.

Howard motioned to go into Board of Health meeting and then reconvene Selectboard ((S/B) meeting, Dave 2nd; vote 2-0. S/B meeting adjourned at 6:01pm.

S/B meeting reconvened at 6:03pm.

Warrants reviewed and signed. Payroll: \$11,602.65; Expenses: \$13,794.88

Minutes of last meeting approved on motion by Howard, Dave 2nd; vote 2-0.

Howard spoke on the future of the Council on Aging (COA). He is currently the Chair but has no desire to continue in this position after this Fiscal Year. The COA has not been able to get more people interested and participating. Suzanne Lemieux is the lunch coordinator and Judy Artioli coordinates transportation for doctor's appointments, etc for the elderly. There are currently 8 members on the Board but none are interested in chairing. There was extended discussion on the future and ways to involve more people. Possibilities included combining with another COA to provide additional activities. It is necessary to keep the current COA in Middlefield as the building has received grants based on the COA needs. The COA does hold foot and flu clinics for residents. Sherri Venditti said the current members have an attachment to the building socially and emotionally and it provides a warm environment for them. And perhaps, there needs to be a director to handle the day-to-day operation and have a hands-off board.

A spread sheet from WiredWest was recently received by the Town; it breaks down the bonding amounts for each town that is being pursued by WiredWest. Middlefield's bonding would be approximately 1 million dollars. Discussion included the responsibility of the Town to pay the bond at 4% interest until WiredWest can turn a profit and there is no guarantee as to when that would be. This would be a potential liability to the Town for 30 years. Bond approval would required 2/3rd vote at the Annual Town Meeting.

The paper work on the Green Grant is not completed and the Town will not be able to pursue the next round of grants at this time. Grants were to be awarded up to \$250,000.

Two petitions were submitted for a Special Town Meeting (STM) to change the Assessor's position to elected and also to have one assessor and hire an independent appraisal firm to handle appraisals. There were not sufficient signatures on the petitions as 20% of the registered voters are required to call a STM. Also, the time line was not

met; it had to be 60 days before the ATM plus the 14 day posting requirement. AA to advise Patricia Baker of this.

Highway superintendent, Skip Savery, advised he had overspent his snow budget and requested the S/B approve an additional \$10,000 of spending. After brief discussion, Howard motioned to allow up to \$10,000 at this time, Dave 2nd; vote 2-0 to approve overspending.

Skip also advised he had received a phone call from Bill Rogers regarding property his sister bought on Ryan Road looking to have work done on the road. This portion of Ryan Road has been discontinued by the Town so no work will be authorized.

Skip will also check the generator as it did not automatically turn on during today's power outage.

Howard advised Tamarin Laurel-Paine had requested the re-start of the Green Community Energy Committee; that will be addressed at a future meeting.

Tom Scanlon responded to AA's email regarding an audit, he would be available in May or June to perform the audit. AA will send formal request to him.

Howard motioned to adjourn, Dave 2nd; vote 2-0 and meeting adjourned at 6:51pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Howard Knickerbocker, clerk

David DiNicola

BOARD OF HEALTH MEETING
MINUTES
MARCH 2, 2015

Meeting opened at 6:01pm by Howard Knickerbocker, Clerk, in absence of Alan Vint, Chair. Also present: David DiNicola and Administrative Assistant, Duane Pease (AA).

Board reviewed response letter from Kopelman & Paige to the Hudson's regarding their property on Skyline Trail. Letter was approved on motion by Howard to send once the total amount of legal fees has been submitted by the ZBA, Dave 2nd; vote 2-0.

ZBA member, Mitch Feldmesser, will obtain current legal costs involved in dispute and notify AA.

Howard motion to adjourn Board of Health meeting and reconvene Selectboard Meeting, Dave 2nd; vote 2-0 and meeting adjourned at 6:03pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
MARCH 14, 2015

Meeting opened at 1:00pm

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

Warrants reviewed and signed. Payroll: \$15,454.81; Expenses: \$19,594.44

Minutes reviewed and approved on motion by Howard, Dave 2nd; vote 2-0.
Alan abstained as he was not present at previous meeting.

Caucus warrant signed and returned to Town Clerk for posting.

Mail reviewed; AA to respond to Janine Savoy's letter requesting additional
information regarding Executive Session minutes previously requested.

COA consortium billing from Kopelman & Paige to be reimbursed to Town
by the consortium.

MBI household count corrected and returned to MBI.

Appointment form from State received for Animal Inspector, Alan motioned
to reappoint Terry Donovan, Howard 2nd; vote 3-0 to reappoint. AA to
advise and have her sign form.

Petition to place WiredWest acceptance on the Annual Town Meeting
Warrant was received. Town clerk has verified the signatures. There was
brief discussion regarding the impact to tax payers. Town would have to pay
interest for first 2 years, then interest and principal for years 3-5 and then if
WiredWest if financially stable it would pay remainder. Dave questioned
what effect this would have on tax rate, question was unanswered as Finance
Chair was unavailable.

Highway Superintendent, Skip Savery, advised Board 3" of water was
pumped out of heating oil tank at Town Hall; this is 2nd time water has
gotten into the tank. He will continue to monitor. Also, he plans on paving
Root Road as just the base coat was laid down last year. He also will be

doing a portion of Chipman Road. Skip will be using some of his Chapter 90 funds to obtain an engineering report on a couple of bridges that need work.

CodeRED contract was discussed. The Emergency personnel felt this was needed to keep residents informed in case of emergency, the system is very flexible and can contact all or just a portion of the residents depending on issue. There was discussion on this and Howard motioned to accept, Dave 2nd. After further discussion it was agreed to have Town counsel review the contract and Howard withdrew his motion and Dave withdrew his 2nd.

Selectboard priorities were also discussed; the current priority is to complete the Annual Town Report. Howard has been gathering the reports; various maps of the Town through the years will be interspersed in the report. Alan said he was appreciative of Howard's work on the report.

The AA sent formal request to Scanlan Associates for the audit.

There was discussion among the Board on the possibility of placing an article on the ATW for a Town Administrator. Also discussed was the proper way to address issues with various town employees so the whole Board was involved and not just one member.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 3:30pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
MARCH 30, 2015

Meeting opened at 6:00pm

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

Carol Wagg appeared before Board to accept position on Conservation
Commission, Alan motioned to appoint for remainder of year, Howard 2nd;
vote 3-0

Warrants reviewed and signed. Payroll: \$5,986.40; Expenses: \$5,549.29 and
\$157,438.77

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

Catherine Grey appeared to request a license to operate High Horse Hill
Therapeutic Horsemanship. She is licensed as a therapeutic provider and
insured and will provide horse riding as a therapy for individuals. Board
agreed to grant license.

Mail reviewed Gateway budget received and a proposal to log the
Slocum Lot.

Discussion of logging and it was agreed the Board will further investigate
and then seek bids for the timber harvest. AA will contact Sean Libby, State
Forester, for additional information and help. On a motion by Alan, Howard
2nd; vote 3-0 it will be up to any winning bidder to arrange for a right-of-way
to haul the logs out of the property as it is land-locked.

The CodeRED contract has been reviewed by Town Counsel (TC), TC has
been in contact with them regarding wording changes in the contract. TC has
done this for other towns involved with CodeRED.

WiredWest mailing has been received by residents and the mailings used the
Town Hall as the return address, the Town was not involved in these
mailings and a letter to the Country Journal will be prepared in response to
this mailing. There was additional discussion regarding WiredWest and the
many faults in this mailing and the continued changes in their approach to

the various towns. There is a 3 year window to join WiredWest and currently of the 45 towns involved, only 31 have signed on for this year. Steve Harris has been pursuing various avenues to bring high-speed internet to town.

Highway Superintendent, Skip Savery, advised the Board he had received the bid package from HCOG for paving and the Town received approximately \$24,000 in "Pot Hole" money from the State. The Pot Hole money must be spent by June 30th. Skip plans on putting the top coat on Root Road and having engineering studies done to the 2 bridges in town that are in need of repair. He will use Chapter 90 money for these reports and apply for a STRAP grant for the bridge repairs. There was further discussion on work to be completed this summer and also getting an early start on repairing the potholes around town. There was also discussion on attempting to get Skyline Trail designated as a State Highway as Middlefield appears to be the only town in the State without a State Highway. Skip advised that Worthington and Peru have to maintain Route 143 out of their town budget so there may not be any advantage of having a state highway.

Skip is to place Jersey barriers on Ryan Road.

Howard advised a walk-thru would be done at the Senior Center to complete the contract but moneys would be held back pending repair of the landscaping and determining if the sewer line was damaged. Tamarin Laurel-Paine addressed the Board regarding solar installations in Town. She is considering putting a photo-voltaic on her business and there are discounts for bulk buying of the material. It would be charged to each individual at a discount. The State also offers perks for installing; she would like to see a Town Committee formed to pursue this. Discussion centered on the problems in keeping this separate from the Town as the installations would be for private use.

Howard stated there were about 40 people present for Erin Judge's presentation on the Mills in Middlefield. Also, the Town will receive a block grant for addressing handicap accessibility in the Town buildings.

Also discussed was the possibility of placing articles on the Annual Town Meeting (ATM) Warrant seeking to hire a Town Administrator or adding more duties and responsibilities to the current Administrative Assistant position. Both would cost additional dollars but the Town does need more

professional management. Questions were posed from residents regarding specific job descriptions, what functions duties would be given to this individual, etc. There was general agreement the Town Hall needs to be staffed on a more regular basis.

The Board then met with the Finance Committee (FC) to review a draft of the proposed warrant for the ATM. One area agreed on was to increase the hourly rate of the custodian to \$12/hour, which would be in line with her rate at the transfer station. The Fire Dept has requested the purchase of a new pumper truck as the current truck is a 1975. There will be continued meetings with the FC prior to finalizing the warrant.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 9:30pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
APRIL 6, 2015

Meeting opened at 6:00pm

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

Warrants were reviewed and signed, Payroll: \$6,130; Expenses: \$13,487.78.

Initial discussion was regarding Ryan Road and current condition of the open portion of the road. Alan wanted to temporarily block it off at West Hill Road for safety reasons; Howard did not believe it could be done legally. It was decided that Alan would check with Town Counsel (TC) regarding blocking off road.

Minutes were approved on motion by Alan, Howard 2nd; vote 3-0.

CodeRED contract was received back with changes TC recommended. Alan motioned to sign the contract, Howard 2nd; vote 3-0 and Alan signed.

Howard said the Council on Aging is trying to clarify Suzanne's position regarding upgrade as her responsibilities are greater and also increase her salary.

Alan would like to see a Warrant article requesting money to replace the current auditorium chairs that are uncomfortable and built for smaller persons as they are leftover from the grammar school. AA will check on chair prices.

There was discussion on the budget and duties of the Selectboard (SB) and Finance Committee (FC). According to the By-Laws the SB is suppose to prepare the budget but over the years it has fallen onto the FC. There was additional talk on starting the budgeting process by the SB right after Christmas.

SB to meet with FC at next meeting to continue going over the Annual Town Meeting (ATM) Warrant.

Howard spoke about WiredWest and request to have SB approve of the warrant article for the ATM. Discussion among Board members again reiterated facts that the Town would be responsible for paying the bond necessary to install fiber optic cable to residents and that 40% of the residences would have to sign up and make their initial payment for this to go forward. The board feels at this time it is a huge risk with no guarantees. There is a 3 year window for the Town to move this forward and the Board needs more information prior to recommending. On motion by Howard to not recommend, Alan 2nd; vote 3-0, the Board did not recommend the WiredWest request. Also, the letter the Board composed to send to the Country Journal to counter the recent mailings to townspeople was approved on a motion by Alan, Howard 2nd; vote 3-0.

Howard reported the Annual Town Report was 97% completed and should be ready for the printer within the week.

Alan reported Jim Barry of the Department of Environmental Resources would be willing to come to the Town Hall and speak to the SB regarding the filing of annual reports. These reports are a requirement of the Green Grant. Hampshire Council of Governments should also be invited to this meeting as they were supposed to file the reports. Howard said PVPC would be happy to step in and take over the filings.

When Alan spoke with Solarize Mass last week and they also would come to the Town if invited by the SB and speak on solar usage. It was agreed they should be invited sometime in May.

Highway Superintendent, Skip Savery, advised he is waiting until the snow is gone before hiring a company to inspect the sewer line at the Senior Center, the cost will be \$285. He is currently checking on approved engineering firms to inspect the 2 bridges that are in need of repair. Also, he was looking for the Pot Hole paperwork that the State sent 2 weeks ago. Skip left the meeting to check the mailbox at the Post Office.

Howard had the contract for the Southern Hilltown COA consortium that was drawn up by Town counsel. The contract spells out the responsibilities of the towns. This covers 5 towns and Russell is the host community. When questioned about an exit strategy, Howard advised it requires 6 months' notice. Alan motioned to accept and sign the contract, Howard 2nd; vote 3-0.

Howard also advised that Judy Hoag was now the new Chair of the COA.

Skip returned and the letter was in the mail, it appears it was sent to a wrong address initially. Alan signed the paperwork and Skip took the originals and will hand deliver them to Lenox this week when he attends a Chapter 90 meeting.

A key box was discussed and the AA advised he had already ordered one last week.

Dave questioned if the Highway Superintendent could be appointed for 3 years. He was advised the By-Laws required a one year appointment.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 7:55pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
APRIL 13, 2015

Meeting opened at 6:00pm

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

No warrants to sign.

Minutes approved on motion by Alan, Howard 2nd; vote 3-0.

Board met with the Finance Committee (FC) to review the Annual Town Meeting Warrant. Board agreed to recommend most articles with the exception of the borrowing up to \$210,000 for the purchase of a tanker truck for the Fire Dept. There was discussion regarding the purchase of a used unit versus the cost of a new truck. Also, the Board and FC agreed to increase the disposal area funding to \$26,000, an increase of \$1,500.

School Committee member Noreen Suriner spoke to the Board regarding the Gateway Regional school budget, she was the only member not to agree to the budget presented. She feels the current budget does not address the unequal level of funding for the teachers as it relates to the administrative salaries. The teachers' salary structure ranks near the bottom in the state while the administration in the top half of the state's school district.

Noreen also spoke in support of WiredWest and the need to bring high speed internet to the Town. Many services are available via the internet including online conversations with medical providers. Howard advised her the Town would not qualify for bonding under the State bonding package for this as there is not enough industry in town. The Town would have to hire a bonding agent and obtain bonding on the open market at a higher rate. Noreen is hosting a WiredWest presentation this Saturday in the auditorium.

Noreen also spoke briefly on the need for Fire Dept. training and suggested the department contact Cummington as that department is willing to aid other town's departments.

The Board agreed to release \$12,290 for the electrical work completed on the Senior Center building. There will still be a hold-back until the landscaping and sewer line problems are resolved. AA to send email to Erica Johnson at Pioneer Valley Planning Commission advising of her of this.

There is a vacant position for an alternate delegate to WiredWest; Howard said the Kim Baker is interested in this position. Howard motioned to appoint, Dave 2nd; vote 3-0 and Kim was appointed. AA to send appointment letter to Kim to that position.

Howard addressed the current Police Chief situation, Tom Austin, the current chief is nearing the mandatory retirement age of 65. The Town can request a Home Rule petition from the legislature extending his retirement another 3 years. Alan motioned to send this to the legislature, Howard 2nd; vote 3-0. AA will send this to the Town's State Senator and House Representative so the process can begin.

Howard also suggested the Town look into having a Director of Public Safety that would put the Police Dept., Fire Dept and EMS under one umbrella. The Selectboard would appoint that person to coordinate and lead those departments.

In Open Forum, Steve Harris told the Board the solar array was turned off at noon on Friday. AA was in Town Hall and did not see anyone in the area at that time. It was suggested some type of nipple could be fixed to the electrical box to prevent the switch from easily dropping to the off position. This can not be locked in the on position as it would create an electrocution possibility if the utility had to work on downed lines.

The Pre-Town Meeting will be held on Monday, April 27th, at 6:30pm; the Selectboard Meeting will be held at 5:30pm that day.

Also, Alan motioned to place an article on the Annual Town Warrant seeking to add the position of Town Administrator. There was discussion on the need for additional hours for a person to aid the Board and relieve them of some of their duties. This could also be accomplished with additional hours for the AA if the Town rejects this position. Howard 2nd the motion and vote was 2-1 in favor with Dave voting against the article.

Will Rogers questioned the condition of Ryan Road, his sister purchased property and he is renting it from her. he was advised the portion of the road the land is located on was discontinued by Town meeting a number of years ago, he was given a copy of the Town Meeting minutes showing the discontinuance. There was discussion on private ways, and frontage requirements.

Noreen requested the Board look in to alternatives to the Gateway Regional School District (GRSD). The cost for Middlefield students would be transportation to another school and the tuition to attend. As a School Committee member she is distressed by the deep disconnect within the administration and Towns they serve. She believes this is a major reason that Worthington is leaving the district. If this had been addressed a few years ago, the current situation would not exist. Howard feels the loss of Worthington is a smoke screen for the GSRD to avoid more serious problems within the district. Noreen was advised to bring this matter up at the Annual Town Meeting.

Alan motioned he would like an article on the Annual Town Warrant for purchasing new chairs for the auditorium. There was discussion on this and Steve Harris had located metal folding chairs with padding that cost under \$100 for four and hanging racks for these chairs could also be purchased. Howard 2nd the motion; vote was 3-0 in favor of placing this article on the Warrant.

Highway Superintendent, Skip Savery, advised the Board the Pot Hole money has been approved by the State; he will have to spend it by June 30th. He is looking to buy a used roller and would like to spend around \$7,500 of the Pot Hole money for this. The Board was in agreement for him to purchase a roller. He has been contacting engineering firms regarding the work needed on a couple of bridges. Also, the fuel tank at the Town Hall again had water enter it and had to be pumped. The seals failed allowing the water to enter, he will have the seals replaced later and this should solve the water problem.

On motion by Howard, Dave 2nd; vote 3-0, the Board approved its letter to the Country Journal disputing the recent WiredWest mailing that used the Town Hall as its return address. This letter makes it clear the Board is not supporting WiredWest at this time.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 8:45pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MEETING
APRIL 21, 2015
MINUTES

Meeting opened at 6:00pm

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

No warrants

Minutes approved on motion by Alan, Howard 2nd; vote 3-0.

Alan advised the Winter Assistance Recovery Program from Mass DOT was approved in the amount of \$23,385. Also, the Chapter 90 funding for the coming Fiscal year is \$155,711.

Board met with Finance Committee (FC) and reviewed Annual Town Meeting Warrant. Article 20 is for purchase of new pumper for the Fire Dept. Dave had located a truck and he and Fire Chief Ron Radwich had gone to Egremont to inspect a pumper truck that Egremont is replacing, Ron took the truck for a test drive and it seems this truck would do nicely for the Fire Dept. The truck had been advertised for bids, with a minimum \$20,000 bid, and no bids were received so the truck was not sold during the process. After much discussion, it was agreed this would be perfect for the Town. Alan motioned that the article be rewritten to reflect this truck and to take \$30,000 from Free Cash for the purchase. The purchase price will be negotiated with Egremont after the funding is approved.

It was also agreed that Articles 21-24 be funded from free cash. These articles were for a transfer case for the Autocar truck, plow for the new Ford 550 that will be delivered shortly, storage shed for the Highway Dept. and the purchase of new chairs for the Town Hall auditorium.

Article 31 is a Citizen's Petition and has to go on the warrant as written; the article is confusing and may not be legal.

Article 30 was to allow the Selectboard to appoint a Town Administrator (TA) and appropriate \$35,000 for the position. There was much discussion regarding this, including the \$3,000 increase in the funding for the AA. If the article is voted down, the AA increase would be used for additional hours and giving the AA more responsibilities. If the TA is approved there were questions regarding grant writing, job description, etc. Alan stated the Hampshire Council of Governments now has a grant writer and that person would also be able to help in the grant writing.

The warrant amended to reflect the changes and the Selectboard (SB) will meet at 9:00am Friday to do the final review and then sign the warrant so it can be posted.

Dave said the SB needs to interact with the FC earlier in the budgeting process so the Board can review the requests made by the various departments.

Highway Superintendent, Skip Savery, advised he needed a copy of the Town Meeting Warrant and vote that closed the far end of Ryan Road from Coles Brook to the Washington line. This was requested by Kathy Stevens of mass DOT in Lenox. Skip is still looking at used rollers and he has contacted 2 engineering firms regarding an estimate for inspecting two bridges in need of repairs.

In Open Forum, there was discussion regarding the Town flag and the entrants received so far. Many of the concepts were good but the art work needs so refinement. Judy Hoag said there were still a few designs that were not received but were on their way.

Steve Harris requested the Board set procedures and approvals for use of the new audio-visual system that has been installed in the auditorium. He has written instructions on how to use the system. There was discussion on approvals, any costs that should be reimbursed or charged up front. The AA will do a rough draft of a usage agreement.

Howard brought the new hauling contract the Board received from HRMC subsequent to the agenda being posted. The contract is a 3 year contract for hauling solid and bulk disposal and metal removal. Waste Management and Complete Removal were the 2 contractors selected by HRMC. Howard motioned to accept these vendors, Dave 2nd. After discussion it was agreed to further investigate the contracts before signing. Howard withdrew his motion, Dave withdrew his 2nd.

Dave suggested the Board send a letter to the Egremont thanking them for the courtesies shown to him and Ron when they went to inspect the tanker. AA will compose a letter for Friday's SB meeting.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 8:37pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MEETING
APRIL 24, 2015
MINUTES

Meeting opened at 9:03am

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola

Duane Pease
Administrative Assistant

Warrant was reviewed and found to be correct and signed by the Board members and given to Constable Ed Vivier for posting. Signed warrant was also given to Town Clerk, Marge Batorski.

Board received Summons and Order of Notice served on the Town Clerk by the Hudson's regarding the building and ongoing dispute for the barn on Skyline Trail. This will be reviewed by Board members and copy sent to Town Counsel, Kopelman & Paige.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 9:57am.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MEETING
APRIL 27, 2015
MINUTES

Meeting opened at 5:30pm.

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant

Warrants reviewed and signed. Payroll: \$10,957.31; Expenses: \$21,456.96

Minutes of April 21, 2015 approved on motion by Alan; Howard 2nd; vote
30.

Minutes of April 24, 2015 approved on motion by Howard, Alan 2nd; vote
30.

Highway Superintendent, Skip Savery, advised the Board he had not received a call back after contacting the company for inspecting the Senior Center sewer line with a camera, he will follow again. He also has received one estimate for the bridge engineering for the 2 bridges that are in need of work. He is following with the other two firms he contacted. He plans on doing some patching next week and the new truck should be delivered by next week.

There was discussion regarding the closed bridge on Ryan Road. Skip was advised by Kathy Stevens of Mass DOT, Lenox, that he should make sure there is fall protection in place.

In Open Forum, Sherri Venditti, brought up the article in the recent Country Journal regarding the Selectboard backing of a proposal regarding Gateway Regional. Howard advised he had spoken with the writer of the article and he admitted he did not confirm the facts with the Selectboard. The Country Journal will publish a retraction in the next issue. There was continued discussion regarding the sometimes erroneous reporting on Middlefield facts.

Final discussion was regarding the use of the new audio-visual equipment in the auditorium. Howard said Steve Harris has posted excellent directions on the web-site on how to use. Alan felt a fee should be charged as it will

require someone to monitor and make sure the equipment is not damaged. Howard said he feels this is part of the overhead for the Town and many of the using Town entities have no money in their budgets for paying a fee. If the use is by an outside organization, charging a fee would be appropriate. Maureen Sullivan suggested a deposit made prior to use and then returned if the equipment is not damaged. This will be further discussed when usage policy is determined. Currently the equipment is locked in a file cabinet in the Selectboard office.

Alan motioned to adjourn so the Board could attend the Pre-Town Meeting Meeting, Howard 2nd; vote 3-0 and meeting adjourned at 6:13pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
MAY 4, 2015

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

No warrants.

Minutes approved on motion by Alan, Howard 2nd; vote 3-0.

Mail reviewed: email from McGrath regarding her outstanding taxes and legal fees.
Engineering proposal received for the repairs of 2 bridges in excess of \$50,000.

Board reorganization after May 2nd election: Howard motioned to re-appoint Alan
Chair, Dave 2nd; vote 2-0. Alan motioned to reappoint Howard clerk, Dave 2nd; vote 2-0.
Alan and Howard retain their positions.

Brownfield in Town center first discussed; Alan met with Andrew Lowe of PVPC and 2
representatives from DEP. 2 test wells drilled on 12/18/14 showed relatively minimal
contaminants. There was discussion regarding the Town taking the property at this time
and if it were to sell to private party, the Town would not bear any liability if additional
contamination were found. Recommendation was to drill one more well and test it. The
Town's tax attorney has been negotiating with the DEP in Boston regarding the liens.
The contamination issue is being handled out of the Springfield DEP office

The private wells in the area have not tested for any of the contaminants found at the
General Store site.

If the Town were to retain the property, funding may be possible from PVPC and Mass
Development. For Mass Development to consider granting funds and a plan for future
development must be submitted. One drawback is there is no well or septic on the
property. The "store" is economically beyond saving and rehabbing the adjacent house
would be expensive. There were also questions of liability to the Town and what the level
of "clear" was as far as the contaminants were concerned.

AA to contact HCOG regarding arranging meeting with their grant writer, Bernard
Kubiak. AA will also contact Jim Barry at Mass DOER to set up meeting with Board.

In Open Forum, Howard presented the COA consortium agreement for the Chair to sign.
Agreement has been vetted by Town Counsel. Howard motioned to have Alan sign, Alan
2nd; vote 3-0 and Alan signed.

Town Meeting approved \$30,000 for purchase of tanker for the Fire Dept and AA
prepared letter to send to Egremont with a formal bid of \$22,000.

Highway Superintendent, Skip Savery, advised the sewer line at the Senior Center was inspected by camera the freeze problem had nothing to do with the construction equipment collapsing ground around the pipe. The problem area was located next to the building. Skip is waiting for the 3rd bid for the bridge engineering to come in, he has one that was sent to him in addition to the one received in the mail. When he receives all the proposals he will speak with the Lenox office of Mass DOT.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 7:25pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES

MAY 11, 2015

Meeting opened at 6:00pm

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

Jim Berry of DOER spoke to the Board regarding the reporting requirements of the Green Grant the Town had received. The grant funds have been expended appropriately and he is willing to aid the AA in completing the reports needed. These reports are on an Excel spread sheet.

Barry also advised a new grant became available today, it is an OATA (Owners, Agents Technical Assistance) grant that allows for the hiring of professionals for technical assistance up to \$12,500. Howard felt this would be of great benefit for use on the Senior Center,

Barry also spoke on SolarizeMass which is a once a year offering for towns joining with other small towns to apply for reduced costs in installing solar voltaic systems. The State puts out the Request for Proposals. There is diminishing interest in this program as only four towns applied in the last round. SolarConnect is another solar program that is geared toward groups rather than towns. Depending on participants, there can be financial savings by the size of the group purchasing.

Warrants were reviewed and signed. Payroll: \$9,216.80; Expenses: \$26,067.36.

Minutes approve on motion by Alan, Howard 2nd; vote 3-0.

Contract from Complete Disposal for Transfer Station was received and signed by Alan on his motion, Howard 2nd; 3-0 vote.

Fire Chief, Ron Radwich, advised the new pumper has been registered and that Great Barrington Fire Dept. also contributed additional equipment as well as Egremont. Alan noted this purchase was the result of hard work by Dave and Ron.

Goals and Priorities:

Howard: Town Hall electric upgrade; work on radio coverage areas; create current list of By-Laws

Dave: work with Finance Committee prior to Annual Warrant to review costs and meet with various departments to discuss same; 5-6 year plan for major expenses; Senior Center heat costs.

Alan: Personnel Policy; set fines and fees for various infractions/usage.

Maureen Sullivan questioned the Board regarding the Town Center. Alan advised the DEP has requested one more well be drilled and tested and there may be a temporary solution for the one contaminated well. It looks optimistic at this point.

The Hudson lawsuit was discussed next. There was frustration on the part of the Board as the Hudson's have not complied with prior orders and requests to remove the outhouse and continue to use the structure illegally. Alan said the Town has to draw the line and defend this as there are other situations in Town that also need to be dealt with. Everyone has to comply with the Town codes and By-laws. This will set the precedent for the others.

Dave felt the Town needs to negotiate with the Hudson's as they can drag this out and the prior Town leaders never enforced the rules. Alan disagreed and feels it is time to take a stance on this.

Alan also questioned Joe Kearns, Finance Chair, on transferring some funds from the reserve account to the Town Counsel account to cover these unexpected legal costs.

Steve Harris reported he had ordered 4 chairs for "test sitting". The Fair and Senior Center has expressed interest in the old auditorium chairs once the new chairs arrive.

Sherri Venditti spoke of some old documents that were recently brought into the Town Hall. These are prior to 1870 and need to be retained according to State law. There was continued discussion as some of these are duplicates and are stored elsewhere. Archival boxes will be purchased and the records stored.

Alan motioned to adjourn the Selectboard meeting and go into Executive Session to discuss strategy for the Hudson lawsuit. The Selectboard meeting will not reconvene.

Alan, Aye; Howard, Aye; Dave, Aye; vote 3-0 and Selectboard Meeting adjourned at 7:40pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
MAY 26, 2015

Meeting opened at 6:00pm

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

Warrants reviewed and signed. Payroll: \$114,388.81; Expenses: \$27,456.40

Andy Myers spoke to the Board requesting use of the Town hall auditorium for the Chester Theater's rehearsals. In the past they had used Gateway but it is unavailable this year. The theater is willing to pay the same rate that Gateway charged, \$350. It would be used from June 15th through August 8th. Rehearsals are normally held 5-6 days a week. There would be no sets used, just the stage area. After discussion, Alan motioned to allow the use, Howard 2nd; vote-20 to allow. Arrangements will be made with the AA for using the auditorium.

Executive Session minutes were approved on motion by Alan, Howard 2nd; vote 2-0.

David DiNicola arrived at 6:10pm

Regular minutes were approved on motion by Alan, Howard 2nd; vote 3-0.

Mail reviewed: Alan signed the HRMC contract for the Transfer Station.; Scanlon Associates sent agreement letter for the audit, Alan motioned to accept and sign, Howard 2nd; vote 3-0. Alan and AA will attend the Selectman's Association meeting on June 11th.

Alan submitted a Focus and Priority list (attached) and discussion was held on the list. Some items are relatively easy to accomplish while others will take additional time and effort.

Dave spoke regarding the Highway Dept. and his recent interaction with them. He stopped at the garage just before 7am to speak with Skip and was told he was not working and was in going to Boston that day. The other members of the dept. were not ready to start work. When Dave spoke with Skip later, he was told Skip had left them a list of jobs to do. Dave feels

there needs to be a job list and daily list of the work completed. He realizes there will be fluctuations in the list as a priority may arise but their work must meet the expectations of the job. Dave also feels there may be a need for part-time summer help to assist in many of the jobs, for example: weed-whacking and trimming the roadsides behind and under the guardrail. Also, it does not make sense for Skip to be doing paperwork when an assistant could be doing it at a much lower hourly rate.

Highway Superintendent, Skip Savery, then met with the Board. He has received 3 quotes for the engineering on the two bridges and would like to review them with the board. It was agreed that the Board would meet next Monday at 6pm to go over the quotes with Skip. Also, Skip has been doing patching and grading during the past week.

Alan advised he has been in contact with PVPC regarding the Town Center and there are many variables, the whole issue is moving forward slowly.

Next item discussed was the Hudson lawsuit in Housing Court. Alan went to Court with the Town Attorney. The Hudson's were seeking injunctive relief and that was denied by the judge, also, the Condemnation Order issued by the Town will stand. We are waiting for the judge's decision on this matter. Also, the Hudson's sent a letter seeking settlement of the issue. They have agreed to removing all living items from the barn and returning to use it only as a barn and negotiating the legal costs against their cost of the septic system design that was denied by the Town. There was discussion regarding this letter the ZBA acted in good faith by telling the Hudson they had to put money into an escrow account to cover possible costs of their appeal. The letter will be sent to town Counsel for review.

Howard advised the Communication Committee (CC) had met with AXIA regarding possible internet service for the Town. AXIA had sent a non-binding agreement to the Town and this will be sent to Town Counsel for review.

Also the CC met with the Chester PD regarding possible use of the repeater located on Skyline Trail. They did set up a make-shift repeater to check on radio reception in Town and they were able to receive transmissions in all of the "dead" areas. There are also concerns that the cost of using Berkshire dispatch could be rising to \$12,000

AA advised the plumber had repaired the faulty toilet in the men's room and the custodian closet mop sink and the kitchen floor drain need to be roto-rooted to clear them.

Marge Batorski advised the flag in the Town Center was missing on Memorial Day. There was discussion regarding how flags were obtained and who paid for them. AA will contact our Veteran's Agent to see if flag can be obtained.

Also discussed was the fact the cemeteries were not mowed for Memorial Day, this was upsetting to a number of residents. The mowing is handled by the Cemetery Committee; this will be further investigated so this can be corrected.

Marge also informed the Board the family of Jeremy Bouffard, who was killed in action on August 22, 2007 in Iraq was interviewed on local TV on Memorial Day.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 7:53pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
JUNE 1, 2015

Meeting opened at 5:00pm

Present: Alan Vint Chair; Howard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant

Alan motioned to go into Executive Session to discuss Hudson's lawsuit on conference call with Town Counsel (TC), Greg Corbo, Kopelman & Paige and then to reconvene regular Selectboard Meeting.

Alan Vint, Aye; Howard Knickerbocker, Aye; David DiNicola, Aye. Vote 3-0 and Board went into Executive Session at 6:03pm.

Board reconvened at 6:00pm with all present.

Board met with Highway Superintendent, Skip Savery, and discussed current status of road conditions, work lists and priorities. Skip advised he starts with roads in the worst condition and then works forward until all repairs are done. This may mean doing patching and grading as weather permits on different days. Before grading the gravel road, he has one of his men blow the leaves and debris out of the ditches first. He is using the "pot hole" money for the patching and this has to be completed by June 30th or the money will be lost.

Also discussed was any short term equipment needs, most of his equipment is relatively new, the backhoe is the oldest and that was purchased in 2004. He could use a trailer to haul the roller but he would purchase a used trailer for that.

Skip picks and chooses what mechanical work is done in-house and what he ships out, it depends on the scope of work needed and time available by him or his employees. It was suggested that he keep a log book of repairs made, work done and work that is needed to be done both for equipment and road work.

Skip has also thought about having someone do the multitude of paperwork that is necessary for Chapter 90 reimbursement and other bills that he has to submit to the Accountant for payment, this would free him up for more

outside work. However, until he can get power run to the upstairs office in the garage, he will continue to do it himself.

The 3 bridge quotes were discussed next; he has not had a chance to speak with the bridge contact in the Lenox DOT office yet but is leaning toward the lowest quote from Gill Engineering of \$23,000. The other quotes were \$44,000 and \$50,000. The principal of Gill is a former DOT bridge expert and has done numerous projects in Massachusetts and other states.

Skip will be attending the MEMA mitigation meeting to be held in Lanesboro on June 3rd.

Last item discussed was the Warrant for a Special Town Meeting (STM) to transfer Free Cash to various accounts that are overdrawn. Free Cash available is in excess of \$44,000. This includes additional funds for the Town Counsel Account, Maintenance of Public Buildings, Snow Removal, Fuel Account and . After discussion, Alan motioned to accept the STM Warrant, Howard 2nd; vote 3-0 and warrant was signed.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 7:30pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
JUNE 8, 2015

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk
Duane Pease, Administrative Assistant

Warrants reviewed and signed. Payroll: \$6,421.30; Expenses: \$12,596.43 and \$845.

Minutes of May 26, 2015 approved on motion by Alan, Howard 2nd; vote 2-0.

Minutes of June 1, 2015 approved on motion by Alan, Howard 2nd; vote 2-0

Executive Session of June 1, 2015 minutes approved on motion by Alan, Howard 2nd; vote 2-0, minutes to be released at a later date.

Mail reviewed: overdue and demand notices from State regarding unemployment forms that were not filed timely

There will be meeting with financial departments, Accountant, Treasurer and Tax Collector next week. This will involve going over ways to improve next fiscal year, what can be done to make jobs easier, etc. Also, the audit of fiscal Year 2014 will be starting on Monday, June 15th.

Michael Brighenti advised Board that Will Rogers is living on property on the part of Ryan Road that was discontinued many years ago. This will be discussed with the Building Commissioner (BC) at a future meeting.

Communication Committee (CC) chair, Steve Harris, advised that Axia and Crocker have expressed interest in providing the Town with high speed internet access. Both systems would be owned by the Town and not by the provider. CC members are to meet with Leverett as they did the system on their own. Royalston is also engineering a hybrid system at this time they will look into. Any system built in Town would be owned by the Town and not turned over to a provider as WiredWest wants.

Howard told the Board that Chester's repeater located on Skyline Trail can't be used by Middlefield. He and the rest of the CC will be meeting with all of the Town's emergency personnel to review options for 911 calls.

6:43 David DiNicola arrived.

Highway Superintendent, Skip Savery, advised he attended the MEMA meeting today regarding mitigation grants. Pioneer Valley Planning Commission does write these grants and he stopped by their office and spoke with a person there about these grants.

Dave also told Skip that many parts are available online at a much lesser price than those through a dealer. Skip said many times the parts are needed immediately and can be delivered the same day by local dealers. This is something to look into in the future.

In Open Forum, Wally Smith questioned who owned the land a boat and trailer is for sale on. This land is located at the intersection of Chester Road and Skyline Trail. He did not feel people should be placing article for sale on Town Property.

Michael Brighenti also said that Ricky Beckett still has a trailer on his property and there was gunfire last Saturday night around 9:00 or 10:30pm.

Alan stated there is a need to look into “camps” that are around Town, this will be taken up with the BC. There was further discussion regarding illegal structures and the enforcement issue.

Alan advised Jonathan Silverstein of Kopelman & Paige will be giving a seminar on various issues on June 23rd. it is open to the Planning board, ZBA, Health Agent, Selectboard and anyone else that would like to attend.

The next Board meetings will be on June 15th at 6:00pm and June 22nd at 5:30pm as there is a Special Town Meeting at 7:00pm.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 7:16pm

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
JUNE 15, 2015

Meeting opened at 6:00pm

Present: Alan Vint, Chair; Howard Knickerbocker, Clerk; David DiNicola
Duane Pease, Administrative Assistant

Minutes of last meeting were approved on motion by Alan, Howard 2nd; vote 3-0.

Board met with Accountant, Bed Cooper, Treasurer, Jane Thielen and Tax Collector, Mary Ann Pease. Board discussed with Bev the advantages/disadvantages of having the non-county retirement employees join OBRA. OBRA would replace Social Security (SS) retirement deductions, Medicare would still be deducted. The advantages of OBRA include saving the Town the matching share SS requires and that when an employee leaves, the OBRA account would go with that employee. There still would be a 7.5% deduction from the employee pay. Also, any employee currently collecting SS would not be paying into an account they could not longer benefit from. The retirement of the full-time employees would not change as they are covered under the Hampshire County Retirement Plan. The AA will check to see what the requirements are to enroll in the County retirement for the part-time workers.

Jane was questioned regarding her use of the SoftRite program, she has not taken the courses to date but will be soon as another Town she works in is going to be using the program. She has 10 properties in Tax Title and that includes the former General Store and adjacent house. She was questioned if any of the "low value properties" could possibly be sold to the Nature Conservancy. This group is looking to protect properties adjacent to waterways and lakes.

Jane also said she would be changing payroll companies at the end of the calendar year, this way all the required State forms for unemployment would be submitted by the payroll company. The current company, ADP, does not submit the forms.

Mary Ann advised the Board she had just received a large tax payment from a resident that covered his back taxes. She has set up payment plans with other residents and as long as they keep up with the plan, she does not start tax taking. One thing that the Town should consider is a By-law that allows the Town to refuse any permits or licenses to anyone who is not current with their taxes or other fees owed to the Town. Town Counsel is creating a By-law to remedy this.

The Board thanked them for attending the meeting.

Dave questioned the status of the Dowsey house on Skyline Trail and was told the house had been condemned and the property is now for sale.

Mail was reviewed. Alan sent an application for the position of outside maintenance; this would be for trimming trees, removing dead trees, removing rocks and general maintenance of the exterior grounds. Since he is a sitting Board member, he did not include himself in any of the discussion regarding this appointment. His application requested \$15/hour for labor and \$20/hour for use of his tractor. After discussion between Howard and Dave, Howard motioned to appoint Alan as a special Municipal Employee and have him report to the current AA who will be the Town Administrator effective July 1, 2015. Dave 2nd and vote was 2-0 to appoint Alan. Wally Smith questioned if a Contractor's License was needed for this position and was advised it was not.

Sherri Venditti wanted to know what happened with the old documents that were recently turned over to the Town and who was responsible for them. These are still with the Town Clerk. Archival boxes will be purchased for their safekeeping.

Alan advised the Board that he and the AA attended a meeting at the Hampshire Council of Governments that discussed Town Administrators and their role in the town. The speakers came from much larger towns and had budgets up to 72 million dollars. The meeting was informative but much did not apply to a town the size of Middlefield.

Sherri Venditti also noted to the board that Middlefield is unique and should market itself that way to attract new people into town but the one key item needed is high-speed broadband. That would attract professional and educational residents.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at

7:42pm. Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
JUNE 22, 2015

Meeting opened at 5:30pm

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

Warrants reviewed and signed. Payroll: \$12,134.89; Expenses: \$157,700.71

Minutes approved on motion by Alan, Howard 2nd; vote 2-0.

David DiNicola arrived at 5:45pm

Howard addressed the road discontinuances. He felt anyone owning property on a discontinued road could block other land owners from using the road on their property to get to properties further up the road. There was further discussion and this will be addressed at a later time.

Howard also said that Steve Harris is not the computer technician for the Town as he does not get paid to straighten out Town computers. Steve does run the web site and helps as much as he can.

Alan addressed the recent conflict between the Chester Theater using the auditorium and the SHAEC computer classes. The AA took responsibility for the conflict as the SHAEC was not on the calendar but has been posted long ago on the web site. The usage calendar is now in the Selectboard Office so this will not happen again. The AA also put a call into the SHAEC representative and sent her an email requesting the usage dates for July and August.

Dave and Alan advised they had walked the Slocum lot with Sean Libby, State Forester, to see if there was timber that was harvestable. The lot could be cut but a cutting plan needs to be developed so this timber can produce a steady stream of revenue. The AA will look into finding a forestry service to develop a plan.

Bernie Kubiak, HCOG grant writer, met with the Board to review any possible grants that may be available to the Town. Currently, the new administration has frozen the State grant money and he is waiting to see what will be released and available for various projects. There may be money available for public safety through the Dept of Homeland Security and MEMA.

This discussion was interrupted at 6:15pm so bids could be opened for the lawn mowing, propane and diesel bids. There were 2 bids for the mowing; Wayne and Noreen Suriner put in a bid of \$4,350 and Alan Vint dba Tapestry Landscaping submitted a bid of \$350 per mowing. Alan did not participate in the discussion but the other members questioned the specs and how the differences could be worked out. Howard motioned to table the bids until the next meeting, Dave 2nd; vote 2-0 and mowing tabled. George Propane

submitted a bid of \$1.435/gal for the propane and Alan motioned to accept, Howard 2nd; vote 3-0. AA will notify George Propane. Mirabito Fuels submitted bids for either a fixed yearly price, \$2.5704, or a charge above the market price in Springfield, currently \$2.0501/gal + \$.2654/gal. Wheeler Oil of Chester submitted a bid of \$.30 over his cost at time of delivery, current price \$2.68. These bids will be discussed with the Highway Superintendent at the next meeting and award then after a motion by Alan to table and Howard 2nd; vote 3-0.

Discussion then continued with Kubiak. The Board said money for the brownfields at the former General Store was a priority and PVPC has been working on that and the Town has been in contact with Mass Development for additional funds. The Town will be applying for funds in the next round of Green Grant funding for improvements to the Senior Center. Kubiak felt there should be a long range plan to include a safety complex and improved library, either in a new location or a rehab of an existing building. He also advised there are low interest loans available through the USDA that can be used for public projects. Many of the grants available are geared toward larger communities and the HCOG is lobbying for a pool of money for the smaller towns. Kubiak also said some projects can be a combination of public and private grants.

He also said the Community Preservation Act gives towns a pot of money to draw from, however, the town has to pass this on a ballot vote at an Annual town Meeting. The money is currently being matched at \$.62 on the dollar. The CPA levies a 3% surcharge on the property taxes charged to the homeowner so a \$1,000 tax bill would result in an additional charge of \$30. There are also exemptions that apply so the rate could be lower. He did not get into the exemptions at this time.

The Board asked who paid for his services and at this time he is submitting to HCOG. The Board thanked him for his time and information.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 6:55pm to the board could attend the Special Town Meeting scheduled for 7:00pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola

SELECTBOARD MINUTES
JUNE 29, 2015

Meeting opened at 6:00pm

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

First item of business was to award the mowing contract. Alan excused himself and left the room as he had submitted a bid.

Noreen and Wayne Suriner were present as they had also submitted a bid for the mowing. Dave questioned them as to how they planned on providing this service for the Town. He was advised they were going to purchase a mower and expect to be able to do the mowing with no problems. When asked about providing a Certificate of Insurance, they stated they had obtained a quote and if their bid was accepted they would have their insurance agent fax a copy to the Board. They understood the scope of the mowing as it was defined in the request for bids. Noreen questioned if any weeding of the garden in the Town Center was required, she was told it was not. There was also a question of the Japanese Knotwood that is growing near the basketball court and again was told that was not a concern of the mowing.

Dave motioned to accept their bid of \$195 a mowing as needed, Howard 2nd; vote was 20 and mowing bid awarded to Noreen and Wayne Suriner.

Alan returned to the meeting.

Mail reviewed: the Building Commissioner submitted copies of letters he had sent to various parties in Town for violations.

Noreen Suriner submitted her letter of resignation from the School Committee to the Town Clerk.

Dave DiNicola requested he be able to gift to the Highway Dept. a trailer as he had purchased a new one. Alan motioned to accept the gift, Howard 2nd; vote 2-0 to accept. Board noted they were very thankful for the gift as it will be appreciated by the Dept and the Town.

The Board made the annual appointments next. See attached list. AA to send letters to appointees. Only change made was to appoint AA as Town Administrator, wages at \$15/hr.

Fire Chief Ron Radwich met with the Board and discussed numerous things that are going on in the fire Dept. The new tanker has been used on two separate occasions, once for a fire in Chester and another in Dalton. The Dept is building lockers in the fire house, there were 12 existing, 8 new have been built and another 4 are to be built. 30 air tanks

were sent out for testing, 4 failed and were taken out of service. The air packs are going to be tested next. Ron has purchased back up cameras for the trucks, he felt this was a matter of safety as there are firemen all over at the scene of a fire and the cameras will give the truck operator another safety feature when backing.

The Board then discussed the training and if any of the volunteers are taking the Fire fighter 1 (FF1) course. Ron advised the Dept has been doing outdoor training within the Dept, there are currently no firemen enrolled in the FF1 course. Alan felt this had to be done as a matter of safety and education; he wants to see significant progress toward this goal. All of the firemen are trained as first Responders. There are currently 3 EMT's and one taking the courses.

Hinsdale has invited the Dept to a house burn, this will provide interior firefighting training.

Next discussed was the Chester Theater's use of the auditorium, the Town Hall custodian has made a complaint about the way the auditorium and bathrooms are left. AA will contact Andy Myers of the theater and have him attend the next Board meeting.

Last item was the Cemetery mowing, the Cemetery Commission (CC) sent a letter to the Board requesting Larry Pease, a Commissioner, be paid for the mowing he has done to date while they look for a permanent mower. Larry did not take part in the vote to approve him mowing. The CC requested he be paid at the rate of \$18/hour which is the same rate they have paid in the past. This individual must supply his own mowers and trimmers. The Board voted to accept Larry mowing on a temporary basis on a motion by Alan, Howard 2nd; vote 3-0.

Alan motioned to adjourn, Howard 2nd; vote 3-0 and meeting adjourned at 8:15pm.

Minutes respectively submitted by:

Duane Pease
Administrative Assistant

Minutes accepted with/without changes by:

Alan Vint, Chair

Howard Knickerbocker, Clerk

David DiNicola