

Town of Middlefield Selectboard Meeting September 30, 2013

The meeting was called to order at 6:32 PM, all Board members present, Administrative Assistant Duane Pease on vacation.

- No minutes from prior meetings.
- Signed warrants: 14W07 (\$27,754.02), 14WP07 (\$6,920.00), 14W08 (\$25,012.50).
- Review mail:
 - Need to appoint representative to HPHPC Executive Board. Board decided by unanimous consent to appoint Health Agent, Jackie Duda, to this position. Alan signed and will mail letter to HPHPC to that effect.
- BOS meeting adjourned in order to convene BOH meeting at 6:39 PM, BOS will reconvene immediately following BOH meeting.
- BOS meeting reconvened at 6:43 PM
- Review of mail continued:
 - WMECO wants to install a utility pole at 147 Skyline Trail, Board must schedule a pole hearing and notify abutters. Alan will look into specific requirements for the process.
- Erica Johnson of PVPC appeared to update the Board on 2013 grant status and to advise that she will be on leave for a period of time. Erica introduced Elizabeth Rairigh, AICP and Historic Preservation Planner for PVPC, who will be filling in during her absence.
 - The grant for the Senior Center roof is still being finalized, Elizabeth will be managing the project when funds are released.
 - The architect (Wm. Sloan and Associates) who worked on the engineering review will continue throughout the project.
 - The town should re-constitute the Senior Center Building Committee to review current plans and those going forward.
 - Alan suggested that Howard Knickerbocker be the liaison for coordinating the project with the COA, BOS, and Historical Commission.
 - Marge Batorski advised that the museum ceiling on the south side is deteriorating rapidly and nearing the point of cave in.
 - The 2013 grant also provides funds for housing rehabilitation for qualified owners. Erica will send the Board documents about the program suitable for posting.
 - The 2014 grant application is due in February, Elizabeth will handle. Mention was made about the possibility of buildings in the town center being candidates for funding the next grant cycle.
- Eric Weiss, HCOG appeared to update the Board on the status of projects being funded by the Green Communities grant.
 - Draft of RFP for replacement of the heating system in the Highway Dept. garage. RFP is for a propane fueled system as regulations would require a wood fired boiler to have a back up system. Heat would be provided by low intensity infrared heaters (as decided upon in consultation with Highway Supt., Skip Savery).

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- Draft of RFP for replacement of the heating system in the Fire Dept. garage. RFP is for a propane fueled, forced hot air system (as decided upon in consultation with Fire Chief, Ron Radwich).
- Alan moved to sign both RFP's, Howard 2nd. Voted all in favor. RFP's signed and given to Eric to proceed with bid process, schedule as follows.
 - RFP available Oct. 4, 2013
 - Pre-Bid meeting scheduled for Oct. 15, 2013 at M'field town hall.
 - Bid opening Oct. 29, 2013 at HCOG office.
 - Bid award Nov., 4, 2013 at M'field town offices.
- Solar array is running, Eric will go over current bill with WMECO to be sure we're being credited properly. SREC's are being earned and can be sold quarterly or annually, annually usually gets a better price. Alan moved to appoint HCOG as broker for our SREC's at a fee of 4%. Howard 2nd. Voted all in favor, contracts signed.
- HRMC is offering a hazardous waste collection day in Goshen on Nov 2.
- Eric worked out the issue of our recycling box and spoke with the hauler about being more careful in the future.
- Joe Kearns will work with Eric on plans for a recycling shed.
- Howard would like to prioritize the Senior Center building for Green Communities grant spending. He requested Eric send him data on energy usage. Alan wants to prioritize town hall ceiling/insulation.
- Town electrician: Alan's research indicates we would have to hire someone at the going rate. Mitch feels it's not so much a financial issue as having a known "go to" person. Alan will contact the state Inspector General to verify legality.
- Gerry Garner, Building Commissioner, sent his response to the Board's parameter list. The matter was tabled as a copy of the list was not available during the meeting.
- Alan would like to talk with town counsel regarding pending health and building code enforcement issues. Alan moved to allow consultation with town counsel regarding code issues at 253 Skyline Trail, not to exceed \$600 in fees. Howard 2nd, voted all in favor.
- Terry Crean requested that Board members accompany agents on inspections.
- Skip Savery: Spoke with counsel regarding Mr. Jamula's request for records.
- Howard Knickerbocker re: COA and Senior Center building. Advised that Marge Pierre had been elected Chair of the COA, the Board was leaning towards hiring a Director, and \$2200 was available for that purpose. Skip advised that Andrus initially said the old generator was worth fixing but changed to recommending purchase of a new one after money had already been into it.
- Howard reminded Alan that he was going to contact the state Ethics Commission regarding the clerk issue.
- Update from Highway Supt., Skip Savery:
 - A faulty culvert installation had caused a sink hole on Town Hill Rd. which was now corrected.
 - Bolduc removed 5 hazardous dead trees on Town Hill Rd. and Reservoir Rd.
 - Boom mower came back from other towns with some damage so is currently out of service, Skip will work on and work out responsibility.

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- Received a complaint that Cone Rd. hadn't been mowed and visibility is impaired. Without the town mower, the only equipment he's aware of for the job is that belonging to his father, Rod Savery Sr. The Board gave Skip the go ahead to talk with Rod about doing some mowing for the town.
- Planning to do culverts and patch Root Rd now, complete grind and repaving to follow next spring.
- Received a dump body from Hinsdale to square prior commitment.
- Joe Kearns re: Wired West. Scheduled to turn town hall on in Dec.
- Joe Kearns re: Gateway Regional School District. Joe testified before the legislature regarding the cost impact withdrawal of Worthington from the District would have on the town.
- Alan moved to adjourn, Howard 2nd. Voted all in favor, meeting adjourned at 9:14 PM

Respectfully submitted,
Sherri Venditti