



## **Town of Middlefield Board of Selectmen**

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### **Selectboard Meeting Minutes March, 1 2024**

The meeting was called to order at 10:00 AM, by Ann Marie Visconti, Chair. Curt Robie, and Tamarin Laurel-Paine, members, were also present. Sean Curran, Town Administrator and Mark Doane, Town Administrative Assistant were also present.

Town residents present were: Logan Judge, Al Sirard, and Adair Laurel-Cafarella.

The meeting began with a phone conversation with the engineering firm of Foresight to discuss their proposal from October 23, 2023 regarding a reconfiguration of the Transfer Station, and the impact on the wetlands, which need to be delineated. The engineering firm gave a quote approximately \$32,000.00 dollars for the proposed plan which includes: meeting with stake holders, surveys including delineation of wetlands, topographic plans, filing of permits, act as manager of the project, a storm water solution plan, a conceptual plan of the recommended plan, and can also add in a conceptual plan for a Department of Public Works (DPW) facility for the future.

A question was asked if the firm can use the surveys of another company, and Foresight stated they would research in the registry of deeds, but didn't rule out doing a survey of their own. Curt reported that state law requires fencing and gates around the Transfer Station, and those would be on the conceptualized plan.

Overall feeling was a very detailed report. Will be talking with Huntley Associates, another engineering firm, to discuss their proposal. This is to occur on March 8, 2024 in the morning.

Ann Marie stated she had talked with a firm about just doing a delineation of the wetlands. It is a person Carol Waag is familiar with.

Sean reported he will be doing a letter of intent for the One Stop grant. He will do a letter for each of the following: The Transfer Station, Capital Plan, Bridge Repair/Replacement, and possibly the library floor.

Following the phone conference, Adair passed out an updated packet of budget requests for FY 2025, along with a breakdown of each request. He also handed out the proposed Warrant for the Annual Town Meeting to be held on May 4, 2024. He also passed out a proposed wage increase grid for FY 2025

for hourly employees. The Town Administrative Assistant feels he does not need a raise, so that will be removed from consideration.

We are still awaiting numbers on the school budget, as well as insurance. The Finance Committee also is looking at the salaries of the Dump Attendant and the Town Hall Custodian. More fact finding needs to occur before a decision is made.

Curt reported that the Sheriff wants to give up the dispatch service, and questions are if the State will pick it up and where would it be located. It might possibly be State Police dispatch services.

The Town Hall floors were discussed again. Discussion continues to be about the scope of the project and what to do: The whole building, the 2 classrooms, and hallway, or just the 2 classrooms. Consensus for the 2 classrooms: 2 yes, 1 partial with qualifications.

The cost approximately for 2 classrooms is \$70,000.00 and the hallway is approximately \$30,000.00. If the whole building is done it would cost approximately \$239,359.00.

The Town Administrator feels the two classrooms and hallway should be done, as the hallway is the first impression the public has of the Town Hall. Tamarin Laurel-Paine feels we don't do the hallway, just the basic work spaces. Curt Robie feels the whole building should be done as a cost saving measure by not having to have movers 2-3 times, having suitable electrical power once instead of multiple times.

The Town Administrator wants it on the record: He agrees that the floors need to be done, and is aware of the public health, but he wants to be fiscally responsible, and feels that doing the 2 classrooms and hallway is the best way to go at this time. He agrees that the other floors can be replaced later. If we do all the floors, the library would be closed for 1-2 weeks.

It was explained that the stabilization fund is used for one time expenditure, free cash doesn't impact the residents, and the current \$49,000.00 was approved by the Town when associated with a grant, which was not awarded.

Ann Marie wants Article 5 back on the STM warrant which would ask the Town to allow use of the \$49,000.00 for Town Hall floors, since the grant was not awarded. She also wants an Article 6 on the STM warrant requesting use of stabilization funds, ~~and then at the Annual Town Meeting ask for funding for the rest of the floors in the Town Hall.~~

After discussion, and no further business to come before the Selectboard, the meeting was declared closed at 12:30 PM.

Respectfully Submitted,  
Mark W. Doane,  
Middlefield Administrative Assistant

Ann Marie Visconti, Chair:  \_\_\_\_\_

Curt Robie, Member:  \_\_\_\_\_

Tamarin Laurel-Paine, Member: \_\_\_\_\_