

Selectboard Meeting
August 11, 2021
Minutes

Meeting opened at 6:30pm

Present: Ann Marie Visconti, Chair; Tonya Santaniello; Curt Robie
Duane Pease, Town Administrator (TA)

Also attending: Jen Dion, Police Chief; Joe Kearns, Finance Chair; Suzanne Lemieux, Town Clerk; Crystal Kruzyna; Adair Laurel-Cafarella

Warrants reviewed and signed; Payroll: \$6,820.54; Expenses: \$138,438.74

Minutes accepted on motion by Ann Marie, Curt 2nd; vote 3-0.

Curt said he talked to Ron regarding the Fire Dept. ATV and was given the 3 bids. Bids were: \$28,314.78 from New Boston Crane Service and Sleds; \$29,235.78 submitted by Higgins Energy Alternatives and \$25,651.42 from Ronnie's Cycle Sales and Service. Bids were reviewed and all met specs. Curt motioned to accept the low bid from Ronnie's, Tonya 2nd; vote 3-0. TA will send purchase order and ST-5 to Ronnie's.

There was discussion regarding an audit of Town financials for FY'19. TA advised he had sent letters to Melanson, Scanlon and Adelson. Adelson never responded, Melanson said no and no response from Scanlon. However, our treasurer, Kristen Henshaw, has been dealing with them doing audits in the other towns she works in and said they would be willing to do Middlefield's audit in the fall. There was discussion as to what the board would be looking for, how improvements since last audit, etc. Prior to audit, principal will be invited to S/B meeting.

Police Chief, Jen Dion, met with the board to discuss the condition of the Taurus cruiser. At this point the vehicle needs extensive repairs and it would deplete their entire budget for repairs, fuel tank has a leak, power steering pump needs replacement, ABS and vehicle traction control warning lights are on, not sure if the all-wheel drive is working. Preliminary estimate was approximately \$3,200. The vehicle has 81,000 miles on it. There was extensive discussion on the possibility of obtaining a new cruiser as any used one would most likely be a high mileage vehicle that was retired do to age and miles. If a new cruiser is needed, it would have to be brought to a Special Town Meeting for approval. There will be future discussion on this issue. Jen also said they would like to redo the office; paint, possible new desk, etc. TA advised this would be paid for under the Maintenance of Public Buildings budget.

Curt requested the Chief provide the S/B with a monthly report of their activities, Jen said that would not be a problem.

Next was discussed a one day "retreat" where all department heads met with the Selectboard to go over budgets, nurture plans, evaluations, how departments can assist each other, etc.

PVPC Block Grant application was discussed, Chester is the lead community, and PVPC will be hosting the public hearing. Board discussed needs for the town such as elevator for the Senior Center, electrical work needed in the building. The Green Grant provided some electrical improvements but it was mostly limited to replacing existing lights with led lighting. TA is meeting with electrical contractor on 9/21. It is difficult for Middlefield to obtain funding as it based on housing concentration and wealth of the communities. Ann Marie said she would be attending the meeting.

There was also discussion on the Open Space issue, Curt is attempting to get members of the Conservation Commission, Planning Board and citizens interested in participating.

Old business: Curt is putting together the bid request for the engineering for the Root Road culvert.

New business: Ann Marie is meeting with representative from MEMA on Friday. TA if finalizing obtaining internet for the Highway Garage, Senior Center and Town Hall, he is meeting with Comcast tomorrow.

Ann Marie said the Town Plan and Capital Plan needs to address the immediate ad future needs of the town.

Curt motioned to adjourn, Tonya 2nd; vote 3-0 and meeting adjourned at 8:25pm

Minutes respectively submitted by:

Duane Pease Town Administrator

Minutes accepted with/without changes by:

Ann Marie Visconti, Chair

Tonya Santaniello

Curt Robie