

TOWN OF MIDDLEFIELD  
PO BOX 238, MIDDLEFIELD, MA 01243  
SELECT BOARD MEETING MINUTES: October 5, 2022

**PRESENT:** Ann Marie Visconti, Chair, Tonya Santaniello, Member, Curt Robie, Member, Joe Kearns, Kristen Smidy, Doreen Black, Adair Laurel-Cafarella, Bldg. Inspector Bill Girard, Lois Bell, Tamarin Laurel-Paine

**CALL TO ORDER:** 6:37 P.M.

**Review and Sign Warrants:** All board members reviewed and signed Warrants

**Review and Approve Minutes for 9/21/2022:** Ann Marie made motion to approve 9/21/2022 minutes. Curt seconds. All agree

**Review Mail:** Reviewed & discussed mail for the week.

**Discussion on Capital Projects:** Curt contacted Carrot Top regarding order status for the flag, there has been a delay in shipping, but the order did ship last Thursday. Flag will be put up when it comes in. Discussed the dump and reached out to Anita Meyers to make sure she still agrees with the price. Discussed contacting contractors for the repairs to the Hwy Garage roof and Fire Dept. roof, Curt is waiting for a call back and will call one more out of town contractor. Discussed Senior Center waiver and that there still needs to be 3 bids from the state list. Discussed reaching out to two companies to replace the library sign. Received quotes from Chester and one from Bushy Signs. The sign is 10 years old, and the funds come from the library gift account. Curt discussed attending an 8-hour training for FEMA for the Hazard Mitigation Plan. There are new regulations coming out, so it makes sense to go with the new regulations instead of the old regulations. Discussed call from PVPC, there is a new person working on grants in our area. Discussed meeting with Chester Town Administrator to talk about MVP grant.

**Building Inspector: Follow up on land inspections:** Bill stated there was nothing really new to announce. Discussed the charge of \$20.00/day for violations and the need for additional letters to be mailed that include the charge. Discussed that a few families complied and there are 9 violators that have not. Discussed filing with court. Discussed status of families who didn't comply. Bill said he would send a list. The board will follow up with the Town Council to discuss.

Curt explained to Bill that the museum is going to open for one day. Discussed that Judy Hoag would make sure entrances were clear. Discussed filing a waiver with the state because there were no bids on the Senior Center Project. The waiver allows the town to not have to go out to bid again. Discussed reaching out to contractors for estimates to repair leaks in the Highway Dept. roof and Fire Station roof. Discussed new houses being built in town.

**Discuss possibly applying for opioid grant money:** Discussed opioid grant money and if worth jumping through hoops to get approximately \$600.00 broken out over several years. All board members agreed not to move forward and give the funds back to the state so they can use it for programs.

**Discuss updated Personnel Policy:** Discussed if the updated Policy needs to be brought to the town or can the Select board approve it. Curt stated it should be the Select board.

**Meet with Gateway Superintendent for update on a few items:** Lois Bell swore in Tosha Strong for the School Committee Rep. Kirsten Smidy discussed that the school received new welding grant for equipment. Discussed working aggressively for Vocational programs due to grant. Discussed award for Continued Summer Programing for kindergarten through tenth grades. Discussed planning with Westfield State for Emergency and Safety Preparedness, signed MOU with them. The first lockdown drill will be in a few weeks. Discussed that the state is low on Troopers so only one person is in charge of schools. The Huntington Chief has taken on the role. Discussed a student intern program for Junior Water Operator with the Town of Chester. Discussed that Gateway has a number of Staffing vacancies with no applications. Discussed having 4 students with vision impairment but they do have a teacher to work with them. Discussed donations for playground through ARPA funds.

**Meet with Middlefield Days Committee: discuss request to open museum for one day:** Discussed opening museum for one day. Judy contacted the Board of Health, Ed Fahey regarding food permit. Discussed sale items will be located at the front of the Senior Center. Dusting and Cleaning will be done for anyone needing to use the bathrooms in the Senior Center. The café will be open. Skip cleaned up area out front and the circle for the new walkway to be installed will be painted before Middlefield Days. Three Police cruisers will possibly attend.

**TA Roles and Responsibilities:** Discussed specific details for the TA Position. The TA will work 20 hours per week. Discussed the open Town Assistant position. The assistant will work 18 hours a week, which will include at least 3 hours on Monday & Friday. Tonya recused herself from discussion. Town insurance information has been sent to the Town of Washington's selectboard for review.

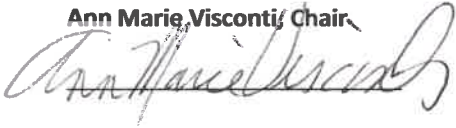
**New Business:** Discussed date and time for Halloween this year. Last year was from 4pm – 7pm. Curt and Chief Dion suggested Saturday, October 29<sup>th</sup> from 5pm-7pm. Discussed the Library's Amazon Business Account will no longer be offered. Curt will follow up with Kirsten. Discussed developing a plan to fund a line item on the annual budget for the Architect & plans. Discussed Accountant regarding Free Cash and an email sent to her regarding picking one day a week that she will be at the office.

**Old Business:** Chief Dion discussed the status of the new Police Cruiser. She said the car has been made and has been sitting for about a week waiting to be shipped from the factory. Discussed speeding complaints and having a lead on who is doing the burn outs on Skyline Trail. Discussed handyman posting, which would be an on-call basis to do odd jobs such as painting, mowing, etc. Discussed Final Stretch Regulations which will need to be looked at. Discussed that the power shut off to the siren is in the works. Ann Marie contacted Senator Hines office for an update on the Fire Chief's extension.

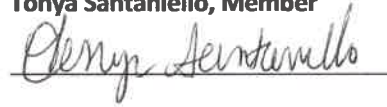
**Public Input:** None

**MEETING ADJOURNED:** Ann Marie made motion to adjourn, Tonya seconds, all agree. Vote 3-0. The meeting adjourned at 8:34 P.M.

Ann Marie Visconti, Chair



Tonya Santaniello, Member



Curt Robie, Member

