

TOWN OF MIDDLEFIELD
PO BOX 238, MIDDLEFIELD, MA 01243
SELECT BOARD MEETING MINUTES: JULY 19, 2022

PRESENT: Ann Marie Visconti (Via Phone), Chair, Tonya Santaniello, Member, Curt Robie, Member, Dorren Black, Adair Laurel-Cafarella, Tamarin laurel-Paine, Joe Kearns, Finance Chair.

CALL TO ORDER: 9:00 A.M.

TOWN ADMINISTRATOR POSITION: Discussed options going forward for Town Administrator Open Position. Discussed that Select Board members have been doing work in Town office that should be done by a Town Administrator. Discussed that very few if any grants will be applied for, major projects could be potentially set aside due to time constraints, communication will continue to be issues, may be a lack of consistency in decision making, and lack of coverage for town.

Discussed working on plan to share Town Administrator with the Town of Washington. Curt said he has reservations about split office hours and remote work and that Town Council should be involved and review information pertaining to the position to protect the Town. Discussed that both towns would need to agree on things. Discussed keeping \$17,000 for Administrative Assistant who would do most of the day-to-day office work and communications while the TA works on higher level to run the Town, Grant Applications and Managing of grants, etc.

Discussed bringing a modified proposal back to the town to present revised position with new salary and justification, a more detailed presentation, attempting to fill the position as funded and hope for the best, and possibility of resigning as selectboard. Curt discussed the need for a definition of what is Full Time for the Town, Ann Marie said that Kirsten (Treasurer) spoke with Suzanne (Town Clerk) who stated if you average 20 hours for one position or multiple positions combined you can apply for benefits. This is why Duane was only 15 hours per week.

Ann Marie stated that if we're not going to investigate a shared position with the Town of Washington then we need to make a case to the townspeople because the Selectboard can not keep up with Duane's position while working full time at other jobs. Ann Marie discussed going to the town and say we can still use the 17k from Duane's position and find someone without as much experience, propose advertising for 15 hours a week position, or go back to the town with another proposal. Curt asked where we are going to get money for a second position. Ann Marie said we can use the 17k from the current position and change job description to basic Town coverage.

Ann Marie discussed all the available funds through grants that are out there and after 2024 will go away. Curt checking with Secretary of State regarding any restriction on time frame of bringing an issue at a STM back to the town. Curt asked how long we wait, do we hire KP Law because of nuances with another town or fill the current position and hope for the best. Ann Marie said do both, advertise now and get someone in town for the 17k for limited coverage of office.

Discussed in process grants and what to do about them. Ann Marie said she would call MEMA about generator, but she can only do so much working a 40 hour per week job. Curt discussed emailing PVPC to see if they can help in any way with the Senior Center. If more ARPA money, then use it or just the possibility of tearing down the Senior Center. Ann Marie will check with Kent at the Town of Washington for a meeting on August 10th or possibly go to their meeting on the 8th.

OLD BUSINESS: Curt discussed speaking with Skip and Huntley Engineering who will be coming up to do well testing tomorrow and that DEP doesn't have to be onsite for the well testing.

NEW BUSINESS: None

ADJOURNED: Ann Marie made motion to adjourn, Tonya seconds, All Agree. Meeting adjourned.

Ann Marie Visconti, Chair



Tonya Santaniello, Member



Curt Robie, Member



Approved at July 19, 2022 Selectboard meeting

2023 Appointments

Appointed Boards

Agricultural Commission 3yr terms

Glennis Austin	2024
Mitch Feldmesser	2023
Cheryl Harper	2025
Maureen Sullivan	2023

Communications Committee 3yr terms

Steve Harris reappointed 2023
Joseph Kerns reappointed 2023

Conservation Commission 3 yr terms

Kim Baker	2023
Mitch Feldmesser	2025
David Fuller	2025
Wayne Main	2023
Carol Waag	2025
Barry Bernard Alt	2025

Council on Aging 3 yr terms

Lois Leonardo Bell	2023
Judith Hoag	2023
Sharon Barry	2024
Charlene Gero	2025
Patricia Jones	2025
Laura Lafreniere	2025
Crystal Main	2023
Marge Pierre	2025
Noreen Suriner	2025

Cultural Council 3yr term

Sharron Barry	2025
Christine Ciosek	2025
Elenor Doyle Chair	2024
Lary Pease	2023

Kathleen Rock Nakaya 2023 Secretary
Andrea Tosi Treasurer 2024

Historical Commission

John Savery	2023
Jane Craker	2024
Julian Craker	2024
Doreen Black	2025

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Registrar of Voters

Lois Leonardo Bell
Tamarin Laurel Paine
Suzanne C Lemieux
Charlene Gero

Zoning Board of Appeals

Mary Courtney
Maureen Sullivan
Sharon Venditti
Jay Swift-Alt

Accountant	Beb Cooper
Administrator	Vacant
Animal Control Officer	Terry Donovan
Animal Inspector	Terry Donovan
Board of Health Agent	Ed Fahey
Building Commissioner	William E. Gerard
Electrical Inspector	Eric Main
Emergency Mngmnt Dir	Ann Marie Visconti
Emergency Mngment Serv	Crystal Kruszyna
Fire Chief	Pending State Approval
Fire and Forest Warden	Pending State Approval
Police Chief	Jen Dion
Recycling Coordinator	Joseph Kearns
Recycling Coordinator 2nd	Skip Savery
Recording Secretary	Suzanne C Lemieux
Tax Collector	Mary Ann Pease
Town Clerk Assistant	Lois Leonardo Bell
Transfer Station Attendant	Wayne Suriner
Treasurer	Kirsten Henshaw
Tree Warden	Skip Savery
Vetran's Agent	Steve Connor
School Committee	Vacant