TOWN OF CHESHIRE

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OFFICE OF THE BOARD OF SELECTMEN

Board of Selectmen

Meeting Minutes – October 17, 2023

Pursuant to a notice duly filed with the Town Clerk, a meeting of the Board of Selectmen was held in person at 191 Church Street (Cheshire Community House) on Tuesday October 17, 2023, at 6:30 PM

Board of Selectmen Members Present: Shawn McGrath, Chair
Jason Levesque, Vice Chair
Ray Killeen, Member
Ron DeAngelis, Member
Michelle Francesconi, Member

Others Present: Jennifer Morse, Town Administrator; Corey McGrath, DPW Director; Lynn Melchiori; Bob Tetlow; John Bianchi, Library Trustee; Christine Emerson, Library Trustee; Karen Drain, Library Trustee; Art Kaufman; Peter Traub; Mathieu Mercier; Michael Alibozek, Police Chief.

Summary of Votes:

• Approve the Liquor License Amendment for Mahant Beverage, LLC	5-0
• Approve the Consent Agenda as presented	5-0
• Vote to appoint Mary Stucklen as Conservation Commission Alternate	5-0
• Vote to appoint Chris Flynn & Tom Francesconi to the Historical Commission	4-0-1
• Vote to award the Community House accessible walkway project to Outlook Builders	5-0
• Vote to appoint Mathieu Mercier as a Part Time Police Officer	5-0
• Vote to adjourn the meeting at 7:30 p.m.	5-0

S. McGrath opened the meeting at 6:30 p.m.

Liquor License Amendment Hearing

S. McGrath opened the Liquor License Amendment for a change in internal stock interest hearing at 6:30 p.m. for Mahant Beverage, Inc. All documents regarding the transfer of stock interest were presented to the board prior to the hearing, the hearing notice was published in the Berkshire Eagle and abutters within 300' were notified. The attorney explained that everything is staying in place regarding operations. The amendment is simply a transfer of internal stock interest, Raj Patel will remain manager.

A motion was made by M. Francesconi and seconded by J. Levesque to approve the amendment with a change of internal stock interest.

Roll Call Vote: R. DeAngelis -Yes; R. Killeen – Yes; J. Levesque – Yes; M. Francesconi – Yes; S. McGrath - Yes
Motion Carries: 5-0

Consent Agenda

- Minutes – September 19, 2023; October 3, 2023
- Warrants – PR 24-08; AP 24-09
- Facilities Use Form - Youth Center Cafeteria 12/9/23.

A motion was made by J. Levesque and seconded by R. Killeen to approve the Consent Agenda.
Roll Call Vote: R. DeAngelis – Yes; R. Killeen – Yes; J. Levesque – Yes; M. Francesconi – Yes; S. McGrath- Yes
Motion Carries: - 5-0

Discussion/Decision Items

a. Conservation Commission Alternate Appointment – Mary Stucklen
A motion was made by S. McGrath and seconded by R. Killeen to appoint Mary Stucklen as Conservation Commission Alternate.
Roll Call Vote: R. DeAngelis -Yes; R. Killeen – Yes; J. Levesque – Yes; M. Francesconi – Yes; S. McGrath - Yes
Motion Carries: 5-0

b. Historical Commission Appointments - Chris Flynn, Tom Francesconi
The Town Administrator shared that the Historical Commission met and is recommending the appointment of Chris Flynn and Tom Francesconi at this time. There is now an additional position available due to the resignation of Lois Nagle as well as an Alternate position.
A motion was made by J. Levesque and seconded by R. DeAngelis to appoint Chris Flynn and Tom Francesconi to the Historical Commission.
Roll Call Vote: R. DeAngelis -Yes; R. Killeen – Yes; J. Levesque – Yes; M. Francesconi – Abstain; S. McGrath - Yes
Motion Carries: 4-0-1

c. Historical Commission use of Town Hall
The Historical Commission is requesting use of the Town Hall Annex for historical displays. If allowed a security system will be donated by Amenitek, there was discussion on the accessibility of the space and use of the "jail cell" at Town Hall for items that need to be stored. The Police Department is not interested in utilizing the space as previously suggested.
A motion was made by R. DeAngelis and seconded by J. Levesque to dedicate the use of the Town Hall Annex to the Historical Commission.
Roll Call Vote: R. DeAngelis -Yes; R. Killeen – Yes; J. Levesque – Yes; M. Francesconi – Abstain; S. McGrath - Yes
Motion Carries: 4-0-1

d. Community House Ramp Replacement
The Town Administrator shared that three quotes were obtained for replacement of the handicap accessible ramp at Town Offices. The lowest quote for the project was $24,800 from Outlook Builders, the ramp will have a concrete landing and will be made from composite materials. In total there were six companies contacted for quotes for the project. The DPW Director explained the layout of the ramp and explained that the current ramp will be suitable for the concession stand at the ice-skating rink.
A motion was made by S. McGrath and seconded by M. Francesconi to move forward with the project, awarding the job to Outlook Builders.
Roll Call Vote: R. DeAngelis -Yes; R. Killeen – Yes; J. Levesque – Yes; M. Francesconi – Yes; S. McGrath - Yes
Motion Carries: 5-0

Library Trustees regarding Town Hall space

Members of the Library Trustees joined the Board of Selectmen to discuss the vacant space in the Town Hall. Karen Drain stated that they will be meeting in mid- November to discuss, the initial plan is to use the Town Clerk space since once the office moves to the new Town Offices. In the interim the library would like to use the common area on the second floor for programs, this was agreeable to the Board of Selectmen. The board and Library Trustees agreed to stay in communication over the next several months as plans develop.

Discussion/Decision Items Continued

e. Service Zone Plan – Ambulance (EMS)

The Town Administrator shared that the Town of Adams had reached out regarding a regional approach to the mandated Service Zone Plan. Currently the Town of Cheshire does not have a plan. It was explained further that MGL 111C governs that emergency medical services throughout the state, submit to DPH a service zone plan that defines the local EMS resources and describes how those resources will be used and coordinated.

Each community will be represented by the Town Administrator and various public safety officials, Cheshire will be represented by the Fire Chief, Police Chief, EMD and Town Administrator.

f. Cheese Press Update and Funding (3,491 remaining in donation fund held by Cheshire Community Assoc.)

The DPW Director gave an update that Grady and Jennings will be shooting the grade for the concrete which has been donated by Berkshire Concrete. There was discussion about holding off on the project until a full plan can be presented to the board that would include concrete and landscaping design/costs. There was further discussion on the history of the project, budget, and contractors. There was also discussion regarding the replacement of the plaque on the monument, this was also discussed at the Historical meeting, the board does not want to see the plaque replaced or corrected considering it has historical significance.

g. Part Time Police Officer Appointment – Mathieu Mercier

Chief Alibozek and Mathieu Mercier joined the board, Chief is requesting the appointment of Mathieu as part time officer. He is a certified instructor in firearms, taser, defensive tactic with other certifications that will help with the police department. He currently works in other communities and can meet the requirements of a part-time officer for the town.

A motion was made by J. Levesque and seconded by S. McGrath to appoint Mathieu Mercier as a Part Time Police Officer

Roll Call Vote: R. DeAngelis – Yes; R. Killeen – Yes; J. Levesque – Yes; M. Francesconi – Yes; S. McGrath- Yes
Motion Carries: - 5-0

Town Administrator Updates

a. Ice Skating Rink – The Town Administrator shared that the Hoosac Hose Company donated the full cost of the ice-skating rink - $10,064. The DPW Director shared that lighting and heating has also been donated along with volunteer hours to paint and refresh the concession stand. The Mark Todd Golf Tournament also donated $1,000 to be used for the ice-skating rink. There will be a Hoosac Hose Company banner on the ice as well as recognition banners for other donors.

b. Fire Station Research Committee - The Town Administrator and member R. Killeen have been talking with the Fire Chief to set up a Fire Station Research Committee, it was suggested to get community involvement requesting a letter of interest and resume to be on the committee.

c. **Best Practices Grant Update** - The Classification and Compensation Study is well underway, there will be a meeting on October 31st to discuss the process with department heads. The scope of work includes review and formatting of all job descriptions and comparison of salaries with 12-14 like communities.

d. **Town Offices Move Update** - The Assessors office is almost complete, and the administrative assistant will be moving over at the end of this week. The Treasurer will move to her new space by November 1st. Amenitek installed the new camera system this week and Alarms of Berkshire County will be upgrading the systems next week.

Announcements from Board Members

M. Francesconi shared that the Recreation Committee has been working on the ice-skating rink but also on the planning for the Festival of Tree, Wreath Making, Father/Daughter Dance and Other various holiday events throughout the community.

R. Killeen noted that the BRTA bus stop is ready to be picked up and installed.

R. DeAngelis noted that the sign at the Fire Station needs to be replaced as it is hard to read. It was noted that the Fire Association is looking into bulb replacement.

A resident was present to inform the board of a tree on wires on Wells Road. The DPW Director will look at the tree and contact National Grid.

Public Comment

Peter Traub stated he agrees with setting up the Fire Station Committee, he requested a list of events for the Cheshire Chatter and he felt that getting plans/quotes for the Cheese Press was the correct way to move forward.

Adjournment

A motion was made by S. McGrath and seconded by J. Levesque to adjourn the meeting at 7:30 p.m.
Roll Call Vote: R. DeAngelis – Yes; R. Killeen – Yes; J. Levesque – Yes; M. Francesconi – Yes; S. McGrath- Yes
Motion Carries: - 5-0

Respectfully Submitted:
Jennifer Morse
Town Administrator
October 25, 2023

Document List

1. Meeting Agenda – October 17, 2023
2. Cheshire Mahant Liquor Amendment
3. Draft Minutes – September 19, 2023
4. Draft Minutes – October 3, 2023
5. Facilities Use Form – Youth Center

Approved: November 20, 2023