TOWN OF CHESHIRE

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OFFICE OF THE BOARD OF SELECTMEN

Board of Selectmen

Meeting Minutes –June 11, 2024

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 June 11, 2024, at 6:30 PM.

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

Board of Selectmen Members Absent: Michelle Francesconi

Others Present: Jennifer Morse, Town Administrator; Corey McGrath, DPW Director; Peter Traub. Art Kaufman; Kathy Levesque; Whitney Flynn, Town Clerk; Jared Martin, Historical Commission; Christine Emerson; Karen Drain; Bob Galisa

S. McGrath called the meeting of the Board of Selectmen to order at 6:30 p.m.

Summary of Votes:

Vote to approve Library request to utilize former Assessors Office at Town Hall	4-0
Vote to approve Historical Commission request to utilize former Town Clerk office as a museum	4-0
Vote to approve contract with Enviro Tree Solutions for Ingalls Road project	4-0
Vote to adjourn at 7:30 p.m.	4-0

Leland Park Design – Churchill Gardens, Inc.

Churchill Gardens owner Geri and Landscape Designer Paige joined the Board to review the design for Leland Park (Cheese Press). Geri explained that the images are computer generated and designed to show what the landscape would look like in each of the four seasons. After the presentation of the hardscape and landscape recommendations questions regarding the seating area, plants, and maintenance were answered. R. DeAngelis reminded everyone that this design is Phase 1, the seating area can be addressed in the future. The board expressed that the design was well done and thanked Churchill Gardens for the work done and presentation.

Library Trustees Regarding Former Town Hall Space/Telephone Line

Christine Emerson, Karen Drain and Bob Galisa proposed the use of the former Assessors Office on the second floor for programming, expansion and storytime. They explained that access via the staircase directly into the space will be convenient for the library as it is on the same side of the buildings.

A motion was made by R. Killeen and seconded by R. DeAngelis to approve the request of the Library Trustees to utilize the former Assessors Office.

Roll Call Vote: R. DeAngelis – Yes, R. Killeen- Yes, J. Levesque – Yes, S. McGrath – Yes

Motion Carries: 4-0

Historical Commission Former Town Hall Space – Museum

Historical Commission member Jared Martin and Alternate Corey McGrath discussed the Historical Commission utilizing the former Town Clerk space as a museum, the side rooms give ample space for storage and the room itself has historical features including the fireplace and safe. The change in location also opens the opportunity for the annex to be leased as it has a prime location including a bathroom on site.

A motion was made by S. McGrath and seconded by J. Levesque to allow the Historical Commission to utilize the former Town Clerk office as a museum.

Roll Call Vote: R. DeAngelis – Yes, R. Killeen- Yes, J. Levesque – Yes, S. McGrath – Yes

Motion Carries: 4-0

Discussion/Decision Items

- Annual Town Meeting/Special Election Date

  Discussion on the Annual Town Meeting, members felt that it went well. The Town Administrator shared that she sent the Special Election Ballot questions to the town attorney to be reviewed. A Special Election date will need to be set with the Town Clerk at least thirty-five days after the ballot questions are received, the Town Administrator will work with the Town Clerk to set a date. The Town Administrator also suggested an informational meeting for voters prior to ballots being mailed that would include the HVRSD, Police and Fire Department. Audience member Art Kaufman asked the board to explain the difference between Proposition 2 ½ overrides and Debt Exclusions, S. McGrath explained that the Proposition 2 ½ Override allows the town to tax above the current levy, Debt Exclusions are a mechanism for borrowing outside of the levy.

- Sign for former Town Hall & Current Library Building - Tabled

- Contract – Enviro Arbor Solutions – Tree Services Ingalls Road

  A motion was made by R. DeAngelis and seconded by R. Killeen to approve the contract with Enviro Arbor Solutions for tree services on Ingalls Road.

  Roll Call Vote: R. DeAngelis – Yes, R. Killeen- Yes, J. Levesque – Yes, S. McGrath – Yes

  Motion Carries: 4-0

- Town Owned Foreclosed Properties

  The Town Administrator shared four property records cards provided by the Board of Assessors. The properties were taken for taxes and have been foreclosed. She also shared that she reached out to town counsel for guidance on sale of the properties if so desired by the board. S. McGrath stated that the board should be updated annually on tax titles, takings and foreclosed properties as they are a revenue source for the town. This item will be added to a future agenda for discussion with the Treasurer.

Consent Agenda

- Minutes June 4, 2024
- Accounts Payable & Payroll Warrant

Town Administrator Updates – None

Announcement from Board Members

J. Levesque would like to see a reporting structure and work from home policy put into place, the Town Administrator will prepare language for future approval.

J. Levesque spoke about employees who are unable to take allotted vacation time and offering a “buy back” program, this will be added to a future agenda for further discussion.

R. Killeen asked if there is law or if a bylaw could be created to stop lawn signs from being placed on public property, the town administrator will investigate and get back to the board.

S. McGrath inquired about moving money from the General Stabilization account to the Capital Stabilization Account, this must be done by Town Meeting vote.

Public Comment – None

Any other business not anticipated 48 hours prior to the meeting

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, S. McGrath - Yes, J. Levesque – Yes
Motion Carries: 4-0

Document List

1. Agenda - June 11, 2024
2. Leland Park Design
3. Tree Services Contract & Bid Tally
4. Town owned properties
5. Draft Minutes June 4, 2024
6. Highway Report

Approved: June 25, 2024