# TOWN OF CHESHIRE

80 CHURCH STREET | CHESHIRE, MASSACHUSETTS 01225
PHONE (413) 743-1690 | FAX (413) 743-0389

WWW.CHESHIRE-MA.GOV

OFFICE OF THE BOARD OF SELECTMEN


## Board of Selectmen

## Meeting Minutes –July 22, 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 Monday July 22, 2024, 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; Whitney Flynn, Town Clerk; Bob Tetlow; Peter Traub; Lynn Melchiori; Art Kaufman; Corey McGrath, DPW Director; Margy Gwozdz

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

Summary of Votes:

| | |
|---|---|
| Voted to approve the Special Election Voter Information and Special Town Meeting Warrant | 5-0 |
| Vote to appoint Peter Traub as a member of the Open Space and Recreation Committee | 5-0 |
| Vote to use ARPA Funds an award the contract for the Leland Park Project | 5-0 |
| Vote to change the name of the former Town Hall to Cheshire Athenaeum | 5-0 |
| Vote to approve the Consent Agenda | 4-1 |
| Vote to extend brush/debris drop off & not to allow employees to work on private property | 5-0 |
| Vote to adjourn the meeting at 7:45 p.m. | 5-0 |

Discussion/Decision Items

Special Election/Special Town Meeting Voter Information and Warrant

The Special Election Voter Information packet was reviewed by the board. Minor changes were made to the debt exclusion table. The warrant was presented for review and signature. S. McGrath shared that a Voter Information Session will take place on Tuesday August 6, 2024, at 6:30 p.m. giving the School District and Department Heads and opportunity to ask and answer questions about the Special Election Ballot items.

*A motion was made by M. Francesconi and seconded by S. McGrath to approve the Special Election Voter information packet with edits and the Special Town Meeting warrant as presented.*

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

## Open Space and Recreation Appointment

J. Leveque shared that Aaron Singer declined appointment, Peter Traub is currently the alternate and is also a member of the Planning Board. Peter is interesting in taking the position of the Planning Board representative on the committee.

*A motion was made by J. Levesque and seconded by R. Killeen to appoint Peter Traub to the Open Space and Recreation Committee as a full member.*

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

## RFQ- Leland Park Project

The RFQ quotes for the Leland Park (Cheese Press) project were reviewed with Churchill Gardens being the lowest bidder at $30,764. Money was previously earmarked from ARPA funds to pay for new police station windows. The Town Administrator is working on other funding options for the police station window project .

*A motion was made by S. McGrath and seconded by J. Levesque to use the previously earmarked ARPA funds for the Leland Park project.*

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

## Former Town Hall Name/Sign – Review Suggestions and Vote

Suggestions were solicited and were read aloud by the Town Administrator for consideration. Audience member Whitney Flynn suggested Cheshire Athenaeum.

*A motion was made by S. McGrath and seconded by R. DeAngelis to rename the former Town Hall the Cheshire Athenaeum*

**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 – July 9, 2024
Accounts Payable, Payroll Warrants
One Day Liquor Licenses – Two Sisters Spirits Mobile Bar/Cheshire Rod & Gun Club

*A motion was made by M. Francesconi and seconded by S. McGrath to approve the consent agenda with edits to the minutes.*

Discussion: M. Francesconi shared that the Two Sisters Spirits Mobile Bar will be present for the Hoosac Hose Company Cruise Night event. They will be required to have a fenced in area with no admittance for anyone under the age of 21, they are fully trained, licensed and insured for the event.

**Roll Call Vote: R. DeAngelis – No, R. Killeen – Yes, J. Levesque – Yes, M. Francesconi- Yes, S. McGrath – Yes**
**Motion Carries – 4-0-1**

## Town Administrator Updates

The Town Administrator shared that with the storm last week the Transfer Station will be open for tree debris. The DPW Director shared that many residents have inquired about the Highway Department removing debris from private property. A conversation ensued on work on private property including debris removal, delivering of products, drainage cleanouts. R. DeAngelis and J. Levesque both agreed that it is the responsibility of the homeowner, during the discussion it was noted that the lake roads were impacted heavily, and these are private roads, the town is responsible for the safe passage of emergency vehicles and the highway department employees did utilize heavy equipment to remove trees from the roadway for the utility company. The DPW Director shared that LB Corporation reached out and is willing to allow the town to utilize their large chippers. A

reminder will be placed on the website and social media regarding work on private property after the special election and town meeting.

*A motion was made by J. Levesque and seconded by M. Francesconi to extend the brush drop off date and that town employees will not remove tree/debris from private property*
Roll Call Vote: R. DeAngelis – Yes, R. Killeen – Yes, J. Levesque – Yes, M. Francesconi- Yes, S. McGrath – Yes
Motion Carries – 5-0

## Board Announcements

J. Levesque noted that the Personnel Policies section 3.18 address the clock in/out policy for all time and suggested a reminder that handwritten times should only be used when the employee is not in proximity of the time clock when arriving/departing work. R. DeAngelis inquired when the new payroll system was going to be implemented. W. Flynn stated that the company has been unresponsive, she will get the contact information to R. DeAngelis so he can reach out, the Town Administrator shared that she would make the attempt to contact and get a status update.

R. DeAngelis asked if Northern Berkshire EMS could be invited to come and give a quarterly update. The Town Administrator will invite them to a future meeting and shared that she and the Fire Chief were meeting with them this week as well.

## Public Comment

Whitney Flynn, Town Clerk shared that the state computer is still not working after multiple attempts, the line coming into the building from the state does not have enough speed to run the system. She has been utilizing the state computer system in Adams and will need to do so on several occasions in the next week for special election and early voting purposes. M. Francesconi asked that she try not to overlap her two positions however understands in this case that an Assistant Treasurer/Collector Day needs to be rotated due to the computer issues.

Margy Gwozdz of the Garden Club was present to address comments made at the last meeting regarding the plants at the former Town Hall. She stated that the plants must be red, white and blue and they do change the varieties. M. Francesconi stated that it was her that made comments at the last meeting after another resident inquired about the garden club having input for the Leland Park project, noting that the design and discussions about the Leland Park project have been ongoing for quite some time. M. Francesconi thanked the garden club for the work they do. Ms. Gwozdz stated that the garden club did not want to maintain plants for the project, however they would be willing to water when the plants are installed.

The DPW Director shared that there will be a water line repair on Wednesday on Lanesborough Road.

## Adjournment:

*A motion was made by J. Levesque and seconded by R. Killeen to adjourn the meeting at 7:45 p.m.*
Roll Call Vote: R. DeAngelis – Yes, R. Killeen – Yes, J. Levesque – Yes, M. Francesconi- Yes, S. McGrath – Yes
Motion Carries – 5-0

## Document List

- Agenda – July 22, 2024
- Draft Voter Information Packet
- Grant Award Notification – Cybersecurity (MLCGP) & Contract
- Draft Minutes – July 9, 2024

Approved: August 20, 2024