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

Rent Control Board
Board of Selectmen

Meeting Minutes –May 27, 2025

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 May 27, 2025, at 6:30 p.m.

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

Others Present: Jennifer Morse, Town Administrator; Corey McGrath, DPW Director; Susan King; Whitney Flynn; Robin Wadsworth; Bob Tetlow; Peter Traub

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

Board of Selectmen Discussion/Decision Item

Collector (Asst. Treasurer/Collector) Appointment - R. Killeen introduced Susan King sharing that two interviews were conducted and the recommendation is to hire Susan King for the position of Collector (currently Assistant Treasurer/Collector). Her office hours will be two days a week, Tuesday and Wednesday after July 1, 2025, her first day of work will be June 10, 2025. After July 1 her hours will be 7:30 a.m. – 4 p.m. and she will have additional hours in the evening leading up to the tax bill deadline. She will train with the Treasurer and Assistant Treasurer/Collector. The Town Administrator shared that Sue had been in earlier this morning to fill out paperwork including her bond application.

A motion was made by R. Killen and seconded by J. Levesque to appoint Susan King as Collector (Assistant Treasurer/Collector)

Roll Call Vote: R. DeAngelis-Yes; R. Killeen- Yes; J. Levesque- Yes; M. Francesconi- Yes; S. McGrath- Yes

Motion Carries: 5-0

Cheshire Rod & Gun Club – One Day Liquor License – June 21, 2025

A motion was made by R. Killeen and seconded by R. DeAngelis to approve the one-day liquor license for the Cheshire Rod and Gun Club

Roll Call Vote: R. DeAngelis-Yes; R. Killeen- Yes; J. Levesque- Abstain; M. Francesconi- Yes; S. McGrath- Abstain

Motion Carries: 3-0-2

Cheshire Athenaeum Office Rentals
Information from Nocher Real Estate was in the packet for review, it was noted that the comparable prices are very similar to what was previously being charged. Discussion on utilizing Nocher Real Estate advertising the rental spaces.
A motion was made by S. McGrath and seconded by R. DeAngelis to utilize Nocher Real Estate to advertise the rental spaces at the Cheshire Atheneum.
Discussion: J. Levesque shared that he wishes to withdraw his previous interest in the rental space noting that when the special permit was granted it should have allowed retail space. The Town Administrator said that on a recommendation from the town attorney the special permit was applied for to allow the Town to run a business by leasing office space, office space is the current use, if a lessee wishes to have a retail space they will need to apply for a special permit to change the use through the Zoning Board of Appeals.
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 - April 29, May 6, May 13
- Accounts Payable & Payroll Warrants

A motion was made by S. McGrath and seconded by J. Levesque to approve the consent agenda with edits to the minutes.
Discussion: M. Francesconi clarified that the edits include changes to the May 6, 2025 minutes, she requested that it be noted that she left the Fire Department discussion prior to its beginning. Additionally, she noted a minor spelling change under the Executive Assistant discussion item.
Roll Call Vote: M. Francesconi – Yes, J. Levesque – Yes, R. DeAngelis – Yes, R. Killeen – Yes, S. McGrath-Yes
Motion Carries: 5-0

Town Administrator Updates
The Town Administrator reported that the One Stop Grant deadline is looming, the top priority submission is a MassWorks Grant for the South Street Water Project. She then shared her concern about applying for the same MassWorks grant for the Fred Mason, West Road and Friend Street grant. If the Town applies for the Fred Mason portion of the project only it can be a STRAP Grant or Rural Communities grant because the project is estimated to be $395,000. The Water Project grant is a top priority due to the resurfacing of Route 8 from the Adams line to the Lanesborough line in the summer of 2026 or 2027, the MassDOT District 1 Director will work with the Town pending funding as once the resurfacing is completed, the Town cannot dig for five years. It was agreed that the top priority is the $1,200,000 water project and to apply for another funding mechanism for Fred Mason Road.

Announcements
M. Francesconi brought up the Memorial Day Parade and Ceremony, noting that the Chair of the committee should not be participating in the parade, there was a lot of confusion. She also stated that the ceremony needs to be well organized and there was discussion on the mishaps and what could be done differently including eliminating the parade and concentrating on the ceremony. It was decided to add the topic to a future agenda after the Memorial Day Committee has a chance to meet and discuss.

Public Comment
S. McGrath inquired about the Sandmill Bridge Project, it was noted that the project is ahead of schedule with possible completion this construction season.

Whitney Flynn asked for clarification on the hiring of the new collector and her schedule as Assistant Treasurer/Collector until July 1, 2025. The Town Administrator shared that as discussed with the Treasurer she should take accumulated time off on Tuesdays when he is in the office, he will concentrate on training the new staff member. She was asked to work with the new collector on Thursdays and it was stated that she will be paid out her accumulated vacation time as of June 30, 2024. Whitney then asked about water collections which will be handled by the Collector. Robin Wadsworth asked for the individual name who would be taking the position and asked about her working hours which were relayed. The Town Administrator shared that all three financial positions (Treasurer, Collector and Assessor) would be in the building on Tuesdays.

A motion was made by S. McGrath and seconded by J. Levesque to adjourn the meeting at 7:01 p.m.
Roll Call Vote: M. Francesconi – Yes, J. Levesque – Yes, R. DeAngelis – Yes, R. Killeen – Yes, S. McGrath- Yes
Motion Carries: 5-0

Respecfully Submitted;
Jennifer Morse
Town Administrator
May 28, 2025

Document List

1. Agenda- May 27, 2025
2. Email Nocher Real Estate re: Cheshire Antheneuam space
3. Draft Minutes – 4/29/25, 5/6/25, 5/13/25
4. McGrath Certification Program letter
5. Council on Aging Report (April)
6. Cheshire Highway Report

Approved: 5/27/25