TOWN OF CHESHIRE

BOARD OF SELECTMEN

191 CHURCH STREET CHESHIRE, MASSACHUSETTS 01225
PHONE (413)743-1690 EXT 100 | EMAIL ADMIN@CHESHIRE-MA.GOV
WWW.CHESHIRE-MA.GOV

Board of Selectmen

MEETING MINUTES –February 4, 2026

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 Wednesday February 4, 2026, at 6:30 p.m.

Board of Selectmen Present:

Shawn McGrath, Chair
Jason Levesque, Vice Chair
Ray Killeen, Member
Michelle Francesconi, Member
Ron DeAngelis, Member

Others Present: Jennifer Morse, Town Administrator; Corey McGrath, DPW Director. Peter Traub; Breanna Steele, iBerkshires; Lynn Melchiori; Bob Tetlow; Ed Bassi; Sean Lydon; Louise Lydon

Summary of Votes:

Vote to approve the consent agenda as presented	5-0
Vote to move forward with BRPC- MVP Grant Proposal	5-0
Vote to adjourn the meeting at 7:30 p.m.	5-0

S. McGrath called the meeting to order at 6:30 p.m. with one recording device (iBerkshires)

Board of Selectmen Discussion/Decision Items

DCR/DCAMM response to water levels – HLD Meeting

S. McGrath shared that he, the DPW Director and Town Administrator attended the Hoosac Lake District special meeting on Thursday January 29, 2026, which was held in response to a petition submitted by a HLD resident. Within the packet is a memo from DCR/DCAMM related to the appropriate water levels to be maintained over the dam. Two warrant articles were derived from the petition, both of which failed. The HLD attorney stated that the type of discussion requested by the petitioner is better suited for annual meeting due to the resources it takes to hold a Special Meeting. M. Francesconi thanked the Hoosac Lake District Prudential Committee members Sean Lydon and Ed Bassi for their work.

EOI Submission – Underutilized Properties Grant – Old Section Community House/Request for Proposals

The Town Administrator shared that the Express of Interest is now open for the One Stop Grant Program. The EOI helps applications access how well the project aligns with the available One Stop Programs. An EOI can be submitted for a feasibility study of the

section of the Building, the EOI , previously an estimate for this work was provided by EDM who completed a building assessment in 2017. The Town Administrator shared that she will continue to prepare an RFP for that section for the building and hopes to have the DRAFT ready for review soon. M. Francesconi shared that she had visited the Town of Heath municipal building which is used for all town offices including fire and police, library, senior center and community events, stating that it might be a possibility for the town in the future. The board briefly discussed what it would look like to have all town entities in one town complex. S. McGrath directed that the Town Administrator should follow both paths currently.

Public Consumption or Use of Marijuana

The Town Administrator shared that Officer Goodell suggested implementing such a bylaw, with legalization of marijuana in Massachusetts, the avenue for enforcement has been transitioned to a civil citation. There are Massachusetts General Laws that cover the minimum fee structure, require drug education courses for those under 18 and establish the course of action for failure to pay fines and complete the program. It was noted that the DRAFT bylaw was based on the Town of Dalton adopted bylaw. S. McGrath had questions including Alcohol Open Containers bylaws/laws as did other members of the board. Officer Goodell and the Chief will be asked to attend a future meeting for discussion.

Consent Agenda

- Minutes – January 2, 2026
- Accounts Payable and Payroll Warrant
    - PR 26-16 - $47,521.80; AP 26-16 - $89,503.78

A motion was made by M. Francesconi and seconded by J. Levesque to approve the consent agenda.

Discussion: S. McGrath inquired about a $500+ reimbursement to an employee within the accounts payable warrant. The Town Administrator shared that she had spoken with the Chair of the Council on Aging and the employee was directed to purchase two air purifiers and a dehumidifier for the building. The Town Administrator shared that the Town has a multitude of vendors and mechanisms to pay for such items other than personal funds. She also shared that a UV Air Purification system had already been purchased by the DPW Director to install in the Senior Center. The DPW Director spoke about the purification system. It was shared that a work order system has been put into place for all building projects and maintenance needs which have been redistributed to all departments. S. McGrath pointed out that no work should be done to any buildings without oversight from the DPW Director. The Town Administrator was tasked with reminding employees of the reimbursement policy and that if the policy is not followed reimbursement can/will be denied.

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

Motion Carries: 5-0

Town Administrator Updates

- **BRPC – MVP Regional Grant Project**
  The Town Administrator stated that the proposal from BRPC was in the packet. This grant, if awarded, will provide the town with a road-stream crossing inventory,

an understanding of each crossing condition and a list of top ten culvert replacement projects. The project is identified in the most recent Hazard Mitigation Plan and Municipal Vulnerability Plan.
Roll Call Vote: R. Killeen – Yes; J. Levesque – Yes; M. Francesconi- Yes; S. McGrath – Yes; R. DeAngelis - Yes
Motion Carries: 5-0

- **Budget Update - Free Cash Certification**
The Town Administrator shared that the FY27 draft budget is coming along, however we are waiting on some large numbers including both school districts. She shared that the proposed Governor Budget has been used for state aid numbers. J. Levesque inquired about the revenue from the Adams Fire District and when that will be received. The Town Administrator shared that she has worked with Special Counsel to resolve the issues and met with the Adams Fire District and the DPW Director in mid-December. At that meeting the Adams Fire District noted that the property record cards had incorrect data, this was brought to the attention of the Board of Assessors who did inspections on December 23, 2025, the last inspection dates were almost twenty years prior. The DPW Director shared that during the inspections it was noted that some buildings had been demolished, some had heat that was not recorded and incorrect square footage. The Town Administrator shared that she had reached out to the Assessors Administrator to inquire about revised bills, that the Adams Fire District is not declining to pay the amounts due however they can only do so with the correct assessments.
The Town Administrator is hoping to have a draft budget ready for review by the Board of Selectmen at the next meeting and a proposed hearing schedule.
The Town Administrator shared that Free Cash has been certified at the following: General Fund - $677,991, Water Enterprise - $204,394, Transfer Station Enterprise - $32,071.

- **Municipal Pavement Program**
The Town Administrator shared that she had reached out to Municipal Pavement Program for Route 116 preservation. Notice has been received that Route 116 is on the list for his program in Fiscal Year 2028. The Town Administrator and DPW Director attended a meeting this week which gave oversite of the program and next steps which will be a one-on-one meeting and site visit to determine the scope of work. There is no cost to the Town for the work to be done. The DPW Director confirmed it is the entire span of Route116 from the Adams to Savoy line.

- **Route 116 Engineering Earmark**
The Town Administrator shared that the Scope of Work for Phase 2 and Phase 3 of the engineering has been sent to DOT to obtain the contract for work. The Town Administrator reminded the board that the $100,000 earmark was placed in the last Fair Share budget by Senator Mark.

- **Northern Berkshire Community Television**
  The Town Administrator shared that she met with Matthew Tucker from Northern Berkshire Community Television regarding airing public meetings. She shared that they are applying for a grant to put the equipment into place. Even if the grant fails televising Cheshire meeting is a top priority for the organization. She also shared that the intent is to reach seniors and those who do not have internet access however they are implementing a new website and app for those who do. The board agreed that this would help with greater public participation and awareness.

Public Comment
Bob Tetlow inquired about a kayak launch at the boat launch. It was explained that the boat launch is owned by the Division of Boating Access and is not Town owned. It was that entities decision to have it removed and the DPW repurposed the existing dock to the current location. Conversation about approaching DCR to see if there is an opportunity to put a launch in another location and utilize the weigh station to parking. The Open Space and Recreation Committee has started these discussions internally.

Events and Upcoming Agenda Items
Father Daughter Dance – February 6, 2026
Hoosac Hose Company (Fire Department) Pancake Breakfast – February 22, 2026

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

Respecfully Submitted;
Jennifer Morse
Town Administrator
February 14, 2026

Document List

1. Agenda – February 4, 2026
2. DRAFT Public Consumption Bylaw/Explantion
3. DCR/DCAMM response to water levels
4. DRAFT Minutes 1/21/26
5. MVP FY27 and FY28 BRPC Project
6. Email re: Boat Ramp Monitor
7. Municipal Pavement Program notification
8. COA Report

Approved: February 17, 2026