# TOWN OF CHESHIRE

BOARD OF SELECTMEN

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# Board of Selectmen

**MEETING MINUTES –May 12, 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 Tuesday, May 12, 2026, at 6:30 p.m.

**Board of Selectmen Present:** Michelle Francesconi, Chair
Shawn McGrath, Vice-Chair
Scott McWhirt, Member
Ron DeAngelis, Member
Ray Killeen, Member

**Others Present:** Jennifer Morse, Town Administrator; Corey McGrath, DPW Director; Erin Paris, Administrative Assistant; Whitney Flynn, Town Clerk; Breanna Steele, iBerkshires; Lynn Melchiori; Liseann Karandisecky; Art Kaufman; Peter Traub; Bob Tetlow.

**Consent Agenda**

- Minutes April 28, 2026

*A motion was made by S. McGrath and seconded by R. Killeen to approve the minutes with edits.*
**Roll Call Vote: R. DeAngelis – Yes; R. Killeen – Yes; S. McWhirt-Yes; M. Francesconi – Yes; S. McGrath-Yes**
**Motion Carries: 5-0**

- Accounts Payable and Payroll Warrants

*A motion was made by S. McGrath and seconded by R. DeAngelis to approve the accounts payable and payroll warrants as submitted.*
**Roll Call Vote: R. DeAngelis – Yes; R. Killeen – Yes; S. McWhirt-Yes; M. Francesconi – Yes; S. McGrath-Yes**
**Motion Carries: 5-0**

**Board of Selectman Discussion /Decision Items**

- **Town Clerk Election Compensation**

Town Clerk, Whitney Flynn joined the board to discuss mandated hours during elections including the time spent on election set up, working the day of election, and cleanup which is far beyond the hours she is allotted. She indicated there are a lot of preparations, posting etc. involved with the elections including mandated voter registration sessions. She stated that reimbursement for her hours could be sought from the state if she is paid from the elections line item within the budget. The board asked a few questions about the reimbursement process which she clarified. S. McGrath stated that the Town Clerk, as an elected official, has flexibility with hours. The Town Administrator stated that the Town Clerk shared during the employee meeting on Monday that she could forego the book repair

line item and the Town Administrator suggested that the $2,500 from Book Repair be moved to the election line item to cover the expense.
*A motion was made by R. DeAngelis and seconded by R. Killeen to offset the extra hours up to and not to exceed $2,500.*
Discussion: S. McGrath asked for clarification regarding the motion that the amount was not to exceed $2,500 for the fiscal year.
**Roll Call Vote: R. DeAngelis – Yes; R. Killeen – Yes; S. McWhirt-Yes; M. Francesconi – Yes; S. McGrath-Yes**
**Motion Carries: 5-0**

- **FY27 Budget/Warrant Review**

M. Francesconi shared that she had done research regarding the Local Room Occupancy Excise Tax and the town could assess up to 6%, discussion ensued and the board agreed on the 6%. M. Francesconi shared that the town can also charge up to a 3% Community Impact Fee in the future. The Town Administrator shared that the warrant would be ready for signature on May 19, 2026, to be posted.
*A motion was made by S. McGrath and seconded by M. Francesconi to approve the FY27 Budget.*
**Roll Call Vote: R. DeAngelis – Yes; R. Killeen – Yes; S. McWhirt-Yes; M. Francesconi – Yes; S. McGrath-Yes**
**Motion Carries: 5-0**

- **Transfer Station Permits for Fire Department Members**

M. Francesconi recused herself from the discussion due to a family conflict. The Town has traditionally provided transfer station permits and tags to firefighters as a benefit. S. McGrath suggested that fire fighter households receive a permit and 25 tags, additional tags will need to be bought at $1 per tag.
*A motion was made by S. McGrath and seconded by R. Killeen to approve providing one permit per fire fighter household and $25 of tags.*
**Roll Call Vote: R. DeAngelis – Yes; R. Killeen – Yes; S. McWhirt-Yes; S. McGrath-Yes**
**Motion Carries: 4-0**

**DPW Director Updates**

- **Community House**- Tighe and Bond is working on HVAC engineering with the total cost to date being $30,782, he expects to have information to provide to the board in the coming weeks. The air quality testing has been scheduled.
- **Fire Station**- Hill Engineering provided a proposal which included geotechnical engineering from one vendor due to time constraints. The DPW Director will inquire about receiving additional quotes.
- **Other Projects** – Summer paving projects include Fred Mason Road (grant funded), Church St, Reservoir Rd, and Main St. Gravel roads will be graded and rolled in the coming weeks; the roller is expected to be on site by Friday. The Highway Department has been working on filling potholes. Cemetery has been extremely busy with scheduled burials, in addition to burials the cremation garden wall is under construction paid for with perpetual care funds. The DPW Director shared that the total cost to repair a

sewer issue at the Annex was $532 and was completed in-house, the quote received for the repair from an outside vendor was $3,500. The West Mountain Road Bridge construction will begin on May 29, 2026, and a letter will be mailed to all residents impacted by the construction. The bridge will be closed for four hours while the temporary bridge is put in place, there is a plan to have a Fire apparatus on the other side of the bridge during this time.

**Public Comment –** None

**Events and Upcoming Agenda Items**

- Flag Day Event -1:00-4:00 P.M. June 14th
- Annual Town Meeting -Monday June 8, 2026 7:00 P.M.
- Cheshire Hoedown Saturday June 27, 2026

**Any Other Business Not Anticipated 48 Hours Prior to the Meeting-** None

**Adjournment**

*A motion was made by M. Francesconi and seconded by S. McGrath to adjourn the meeting at 7:26 p.m.*

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

**Motion Carries: 5-0**

Respecfully Submitted;
Erin Paris
Administrative Assistant
May 26, 2026

**Document List**

- Agenda - May 12, 2026
- Draft Minutes - April 28, 2026
- Draft ATM Warrant
- Fire Station Structural Evaluation Proposal – May 12, 2026
- Community House Engineering Email
- West Mountain Road Construction Schedule

**Approved: 6/9/26**