TOWN OF CHESHIRE

BOARD OF SELECTMEN

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Board of Selectmen

MEETING MINUTES –September 1, 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 September 1, 2026, at 6:30 p.m.

Board of Selectmen Present: Michelle Francesconi, Chair
Ron DeAngelis, Member
Ray Killeen, Member

Board of Selectman Absent: Shawn McGrath, Vice Chair
Scott McWhirt, Member.

Others Present: Jennifer Morse, Town Administrator; Corey McGrath, DPW Director; Erin Paris, Administrative Assistant; Tim Garner, Interim Chief of Police; Peter Gentile, Gateway Collaborative Media; Breanna Steele, iBerkshires; Lynn Melchiori; Peter Traub;

The meeting was called to order by M. Francesconi, Chair, at 6:30 p.m. with two recording devices (Gateway Collaborative Media, iBerkshires)

Consent Agenda

- Minutes – August 18, August 21
- Accounts Payable and Payroll Warrants

A motion was made by M. Francesconi and seconded by R. Killeen to approve the consent agenda with edits to the minutes.
Roll Call Vote: R. DeAngelis – Yes; Yes; M. Francesconi – Yes; Ray Killeen-Yes
Motion Carries: 3-0

M. Francesconi, before starting with the Discussion and Decision Items on Agenda, wanted to briefly discuss the Public Comment Policy. It was indicated she had done some research and while she saw that it may be up to the chair regarding public comment and how its handled, she wants to allow the public to express possible concerns and comments but with limitations and reiterated things sometimes can't be discussed due to following open meeting law & regulations. J. Morse then further clarified while they may not be able to be discussed, we need to listen to taxpayers concerns and that we can then indicate it can go on a future agenda, we can direct them in the correct department or person to further discuss in the meantime.

Board of Selectman Discussion /Decision Items

- **Fire Department Geo Tech Report Update**
  The DPW Director asked to have the topic tabled as the information was just provided late this afternoon by the engineer.

- **Cheshire Rod and Gun Club One Day Liquor License 9/5,9/12,9/26,10/2.** All requested permits we approved. This included a request from Common Table not indicated on agenda due to timing request for 9/5.
  A motion was made by R. Killeen and seconded by M. Francesconi to approve the one-day liquor licenses for the Cheshire Rod and Gun Club and Common Table.
  Roll Call Vote: R. DeAngelis – Yes; Yes; M. Francesconi – Yes Ray Killeen-Yes
  Motion Carries: 3-0

- **Public Comment Policy**
  M. Francesconi researched other towns and how they post public comment on agendas and presented the board members with possible language. She would like to postpone further conversation until she has more time to research and possibly condense the policy which could be placed on the website. A separate draft policy was submitted by the Town Administrator and will be reviewed.

- **DPW Laborer Job Description, Posting and Hiring Process**
  There was discussion on how this job title should be worded to clarify the job duties and responsibilities with the position being a split job between Highway and Water. It was suggested to change the job title to Water Operator/DPW Laborer, this will be postponed to a future meeting.

- **LED Sign Update**
  The DPW Director indicated he looked at both sign sites with member R. DeAngelis (one at fire station which exists & directly across the street) and provided measurements and information to the Town Administrator who informed the board that Stewart Signs is working on artwork for the new location and an updated quote. The DPW Director has contacted an electrician for information.

- **Updated Town Signage and Future Sign Plans**
  Recently new signs were installed with the same design and color scheme as the existing signs at the Community House, Senior Center, Highway Garage, Cemetery and Stafford Monument. He asked if he could clean and repaint signpost at Stafford Hill as it will match them currently and the removal of this would be difficult as he believes. There was discussion about future locations for new signs including the Fire Station and Cemetery on Route 8.

- **Police Chief Status Update**
  The final interview took place on Friday August 21, 2026, and Matthew Wright was offered the position pending pre-employment screenings. The negotiation meeting will

take place on Friday September 4, 2026. at 10:00 in an Executive Session, with potential start date of Tuesday, September 08, 2026.

- **Town Issued Cell Phones.**
  T Garner, Interim Police Chief, shared that he had spoken with Board of Selectmen members individually regarding town issued cell phones for the police department. Since those discussions he met with the incoming Chief sharing that there are cell phone plans for first responders at a reasonable rate and the new Chief should make the decision on how to move forward. The Town Administrator shared a newspaper article with the board members from Shelburne Falls who recently provided cell phones to officers. The Town Administrator stated that cell phones are no longer simply a convenience or an employee benefit, it is a record management, evidence-security, privacy, operational readiness and risk control measure. She noted that personal cell phones are impacted by public records and preservation, employee and family privacy, sensitive information, evidence integrity and cybersecurity and accountability. There was discussion about current town issued cell phones and it was noted that a recent phone line was added, the Town Administrator stated that was not accurate. The Town Administrator shared that if the town moves to department head issued cell phones and police officer cell phones that a strict policy will need to be put into place. The Board of Selectmen agreed that it is important to provide cell phones to positions that may be subject to public record requests and positions that deal with sensitive information, a policy will be developed.

- **Police Department Schedule Update**
  Chief Garer shared that the current officer for Cheshire will be working 1:00-9:00 p.m. to provide evening coverage every other week until the new Chief sets the schedule.

- **Finance Reports**
  The board would like to see expense reports monthly and revenue reports monthly after they have been reconciled.

- **BOS Meeting Schedule.** Chair, M. Francesconi, felt as if meetings can continue to be held bi-weekly. R. DeAngelis indicated he agreed and some weeks may have numerous agenda items; he would rather have a longer meeting than try and come in weekly with little items for agenda. Meetings will stay biweekly until further notice.

Public Comment. Peter Traub stated that he noticed the stairs entering the old town Hall Library side need to possibly be repointed. He also has concern for gutters at the old Town Haul. DPW Director indicated he would investigate both and provide information when available.

Events and Upcoming Agenda Items. None

Adjournment
A motion was made by M. Francesconi and seconded by R, DeAngelis to adjourn the meeting at 7:39 p.m.

Roll Call Vote: R. DeAngelis – Yes; M. Francesconi – Yes Ray Killeen-Yes
Motion Carries: 3-0

Respecfully Submitted;

Erin Paris
Administrative Assistant
September 08, 2026

Approved : 9/15/26

Document List

1. Agenda - September 1, 2026
2. Draft Minutes – August 18, 2026 and August 21, 2026
3. Draft Public Comment Policy
4. Draft DPW Labororer/Water Operator Job Description
5. LED Sign Dimensions
6. Expense Report dated: 8/28/26