TOWN OF CHESHIRE

BOARD OF SELECTMEN

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Board of Selectmen

MEETING MINUTES – September 29, 2026, 6:30 P.M.

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 29, 2026, at 6:30 p.m.

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

Others Present: Jennifer Morse, Town Administrator; Corey McGrath, DPW Director; Tom Francesconi, Fire Chief; Whitney Flynn, Town Clerk; Erin Paris, Administrative Assistant; Peter Gentile, Gateway Collaborative Media; Breanna Steele, iBerkshires; Michael Tatro, National Grid; Christy St. John, Youth Center; Sonia DiSanti, Youth Center Director; Jill Brothers Youth Center Board Chair; Patti Messina, Youth Center; Christine Emerson, Dylan Alibozek, Peter Traub, Bob Gage, Jay Phelps, Brendon Gray, Liseann Karandisecky

Summary of Votes:

Vote to enter into the pole hearing for Lansborough Road @ 6:30 p.m.	4-0
Vote to approve the pole hearing request as presented	4-0
Vote to exit the pole hearing for Lanesborough road @ 6:34 p.m.	4-0
Vote to base YCI lease amount on 8,500 SF at $10 SF	4-0
Vote to approve the accounts payable and payroll warrants	4-0
Vote to approve Cheshire Rod & Gun Club one day liquor licenses	3-1
Vote to recognize Trick or Treating October 31st every year 5:30-7 p.m.	4-0
Vote to adjourn at 8:17 p.m.	4-0

M. Francesconi opened the meeting at 6:30 p.m. with two recording devices; iBerkshires & Gateway Collaborative Media.

National Grid Pole Hearing – 6:30 p.m. National Grid to install 1 SO Pole on Lanesborough Road beginning at a point approximately 0 ft northeast of the centerline of the intersection of Pole 32 and Lanesborough Road and continuing for approximately 90 ft in a northeast direction. National Grid to install 1 SO Pole 32-1,90 ft northeast of existing Pole 32 at the other side of the road.

A motion was made by M. Francesconi and seconded by S. McGrath to open the pole hearing at 6:31 p.m.
Roll Call Vote: S. McWhirt- Yes; R. DeAngelis – Yes; M. Francesconi – Yes S. McGrath-Yes Motion Carries: 4-0

Michael Tatro from National Grid explained the project on Lanesborough Road and answered a question from an abutter about the location of the project. Mr. Tatro explained that the project is for new construction at the corner of Farnams and Lanesborough Road.
A motion was made by S. McGrath and seconded by R. DeAngelis to approve the pole hearing as presented.
Roll Call Vote: S. McWhirt- Yes; R. DeAngelis – Yes; M. Francesconi – Yes S. McGrath-Yes Motion Carries: 4-0

A motion was made by M. Francesconi and seconded by S. McGrath to close the pole hearing at 6:34 p.m.
Roll Call Vote: S. McWhirt- Yes; R. DeAngelis – Yes; M. Francesconi – Yes S. McGrath-Yes Motion Carries: 4-0

Appointments.

Fire Department Geotech Report - Brendon Gray and Jay Phelps from Hill Engineering reviewed the test boring data. The two test pits showed gravel fill in varying depths with native soft clay. The first borings did not reach the depths needed to provide a full analysis and recommendations, which is why more test pits are being requested. The board had questions regarding possible solutions and the type of clay. It was explained that the clay is fine soil, not a hard compact material. There was discussion about adding three additional borings to the ones that need to be finalized to get a sense of the entire building including the truck bays which have also seen settling. Hill Engineering will get quotes for the additional borings.

Youth Center Lease - Sonia Desanti, Director of Youth Center and Jillian Brothers, Chair of Youth Center Board of Directors were present to discuss the Youth Center Inc(YCI) lease and appraisals. M. Francesconi spoke about the differences in the two appraisals and heating system concerns. S. Desanti indicated that the Youth Center would be willing to apply for funding for the heating system and there was discussion on the proposed system and delay in design due to the recent Berkshire Gas Moratorium. There was discussion regarding the term of the lease and a required payback of grant funds if the Youth Center were to leave the space, they would like a guarantee in the lease. S. McGrath noted that the comparable properties in the Youth Center appraisal were not true comparables. M. Francesconi reviewed the square footage differences in the appraisals and the Town Administrator shared that the town appraisal includes parking/playground space and the cafeteria use at 2520 square feet; this was included for information purposes when the appraiser was on site. S. McWhirt suggested that the square footage amount and dollar value be split down the middle after the YCI recognized that their appraisal may not have included the square footage of the hallway. There was further discussion on using the square footage number of 8,500 and a dollar value of $10 per square foot. J. Brothers indicated that she had to take the proposal back to the Board of Directors and it was decided to have the Youth

Center attend a meeting on October 27, 2026. S. Desanti inquired if the board was looking for retro payments and the board agreed they are not.
A motion was made by S.McGrath and seconded by S. McWhirt to propose a total square footage of 8,500 square feet and a dollar value of $10 per square foot.
Roll Call Vote: S. McWhirt- Yes; R. DeAngelis – Yes; M. Francesconi – Yes S. McGrath-Yes
Motion Carries: 4-0

Consent Agenda

- Minutes - September 4, 2026, and September 15, 2026 - Postponed
- Accounts Payable and Payroll Warrants

A motion was made by M. Francesconi and seconded by S. McGrath to accept Accounts Payable and Payroll Warrants as presented.
Roll Call Vote: S. McWhirt- Yes; R. DeAngelis – Yes; M. Francesconi – Yes S. McGrath-Yes
Motion Carries: 4-0

Board of Selectman Discussion /Decision Items
Cheshire Rod & Gun Club One Day Liquor License- October 10, 2026
A motion was made by M. Francesconi and seconded by R. DeAngelis to approve the one-day liquor license for Cheshire Rod and Gun Club.
Roll Call Vote: S. McWhirt- Yes; R. DeAngelis – Yes; M. Francesconi – Yes S. McGrath-Yes
Motion Carries: 3-0-1

Crack Sealing Bid/Contract Award
The Town Administrator shared that the bid opening for the Crack Seal project was held with the sole bidder being Indus, Inc. The estimated bid was $122,000 and the bid came in at $108,447. It was agreed to allow this project to start as soon as possible and be completed no later than November 15, 2026
A motion was made by R. DeAngelis and seconded by S. McGrath to award the contract for crack sealing to Indus, Inc at $108,447 to be completed by November 15, 2026.
Roll Call Vote: S. McWhirt- Yes; R. DeAngelis – Yes; M. Francesconi – Yes S. McGrath-Yes
Motion Carries: 4-0

LED Sign Update
It was noted that a quote for the electrical work was received, however sign quotes are still forthcoming, and the topic will be added to a future agenda.

Town Clerk Vault Storage - Town Clerk Whitney Flynn expressed concerns regarding the storage of vital records. She stated that the gun safe in the Town Clerk office is full and the documents need to be kept safe from heat, fire, mold, water and pests. The Town Administrator shared that the Town Clerk, DPW Director and herself met to discuss location of a space that could be converted to a fireproof location and on the suggestion that the Assessors Office be relocated however the Assessor have not been approached regarding a potential move. W. Flynn provided the board with information from Firelock and a document regarding safes and vaults. The Town Clerk also stated that due to a lock malfunction she is currently not able to access the safe in the former office, however she has

contacted the lock company. R. DeAngelis suggested that the records all be digitized, however W. Flynn explained that it is also important to have hard copies. Former Town Clerk Christine Emerson spoke about the importance of preserving records. M. Francesconi mentioned that records have been stored this way for many years before the current board members and they will work to find a solution, further stating that the board is not trying to shove records in a closet which is why it was placed on the agenda and a thoughtful process will ensue to ensure the records are being maintained.

Building Design Committee for Community House Assessment-The Town Administrator shared that procurement for the feasibility/assessment of the old section of the Community House falls under MGL Chapter 7C, Section 44 since the estimated cost is expected to be more than $50,000. A Building design committee will need to be created to select a designer for the project. It was suggested that the committee include the DPW Director and perhaps two other construction experts. The topic will be added to a future agenda for appointment.

Draft Mobile Device Policy- The draft mobile device policy was reviewed with a couple of suggested edits and will be presented to the board at a future meeting for adoption.

Board of Selectman Action Matrix Template- M. Francesconi explained that the matrix would help the board and community to know the progress of various projects. The Town Administrator will work on the document to be included in future agendas.

Town Counsel Representation - R. DeAngelis noted that the board selects legal representation by March of each year for the following year according to the bylaws. The Town Administrator will put together a Request for Proposals to review during budget season.

Halloween
A motion was made by M. Francesconi and seconded by R. Killeen to recognize that every year trick or treating will be held on October 31st from 5:30 – 7 p.m.
Roll Call Vote: S. McWhirt- Yes; R. DeAngelis – Yes; M. Francesconi – Yes S. McGrath-Yes
Motion Carries: 4-0

Upcoming Events and Agenda Items
Coffee with the Chief at the Farnams Causeway- October 1, 2026, at 9:00 a.m.
All Boards and Committee Meeting – Cheshire Community House -October 14, 2026, at 7:00 p.m.

Adjournment
A motion was made by M. Francesconi and seconded by R. DeAngelis to adjourn the meeting at 8:17 p.m.
Roll Call Vote: S. McWhirt- Yes; R. DeAngelis – Yes; M. Francesconi – Yes S. McGrath-Yes
Motion Carries: 4-0

Respecfully Submitted
Erin Paris
Administrative Assistant
10/09/26

Document List

1. Agenda – September 29, 2026
2. Draft Minutes - September 4, 2026 and September 15, 2026
3. Pole Hearing documents Plan #31341687
4. Hill Engineering Structural Findings - Dated September 1, 2026
5. Bennett Franklin Real Esate Appraisal for YCI
6. Wilkinson Approasal for Town
7. Draft Mobile Devices Policy
8. Electric Quote for LED Sign
9. Letter from O'Brien regarding Amend Cheshire Noise bylaw
10. Expense Report dated 9/24/26

Approved: 10/27/26