TOWN OF CHESHIRE

BOARD OF SELECTMEN

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Board of Selectmen

MEETING MINUTES –October 27, 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 October 27, 2026, at 6:30 p.m.

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

Others Present: Jennifer Morse, Town Administrator; Erin Paris, Executive Assistant; Corey McGrath, DPW Director; Whitney Flynn, Town Clerk; Brianna Steele, iBerkshires; Ryan Pause, Gateway Collaborative Media; Michael Tatro, National Grid; Sonia DiSanti, Youth Center Director; Lynn Melchiori, Peter Traub, Frank Talora.

Summary of Votes:

Vote to open the pole hearing at 6:30 p.m.	5-0
Vote to close the pole hearing at 6:47 p.m.	5-0
Vote to designate the Town Administrator Office as Records Access Officer	5-0
Vote to hire Lucan McGrath as Water Operator/Laborer	4-0
Vote to hire Tim Kupiec as Custodian	5-0
Vote to create the Community House Building Design Committee and appoint Corey McGrath, Nick Mirke and Patrick Pettit	5-0
Vote to approve the consent agenda with edit to the minutes	5-0
Vote to adjourn at 7:34 p.m.	5-0

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

Pole Hearing National Grid and Verizon New England

National Grid and Verizon New England request permission to locate poles, wires and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way: School Street – National Grid to install 1 JO Pole on School Street beginning at a point approximately 0' feet east of the centerline of the intersection of Pole 4& School St and continuing for approximately 35 ft in an east direction. National Grid to install 1 JO stub pole and sidewalk anc/guy across the street from existing P4 side of the road.

A motion was made by M. Francesconi and seconded by S. McGrath to open the pole hearing at 6:30 p.m.

Roll Call Vote: R. DeAngelis- Yes; R. Killeen- Yes; S. McGrath- Yes; S. McWhirt- Yes; M. Francesconi- Yes
Motion Carries: 5-0

Michael Tatro representing National Grid explained that the request is for permission for a new pole to support the upgraded service for the Community House. There was discussion about the upcoming service upgrade and it was explained that is being engineered. The Town Administrator shared that she had spoken with the representative last week about heating engineering and the impact of the Berkshire Gas moratorium. Board members gave input about upgrade and Mr. Tatro was asked if the National Grid engineers could meet with the board.

S. McGrath made a motion and S. McWhirt seconded to approve the pole contingent on the engineers report. There was further discussion about the project and it was decided to postpone the pole request until more information was available. S. McGrath then withdrew his motion.

A motion was made by M. Francesconi and seconded by S. McGrath to adjourn the pole hearing at 6:47 p.m.
Roll Call Vote: R. DeAngelis- Yes; R. Killeen- Yes; S. McGrath- Yes; S. McWhirt- Yes; M. Francesconi- Yes
Motion Carries: 5-0

Appointments.
Youth Center Lease Discussion
Sonia DiSanti, Youth Center Director, joined the board to discuss the Youth Center lease proposal. The proposal had a lease amount of $7,100 with a lease rate schedule and annual escalation language. In addition, there was language for capital improvements and grant funding offsets. R. DeAngelis expressed his concern that all grant-funded projects are ultimately paid for by taxpayers and questioned the language in the proposal for reductions of grant-funded projects. S. DiSanti stated that the Youth Center is a non-profit organization and thy will be required to pay back the grant funding if the lease was to end before the end of the term. R. Killeen expressed his concerns over the unknown heating system expense, the unknown condition of the fire station and suggested that the town may have a need for space in the future. M. Francesconi shared that it is hard to retrofit spaces. S. McGrath proposed that any grant-funded projects that reduce the towns overall cost of operating could come off the base rent amount. M. Francesconi asked S. McGrath to work on the proposal with the Town Administrator to be forwarded to the Youth Center.

Board of Selectman Discussion /Decision Items
Records Access Officer Discussion and Redesignation
The Town Administrator shared that public record requests have become complex and time-consuming, some involving litigation, requiring redactions, or qualifying for fees and extensions. The Town Administrator gave examples of two more complex requests and way the process can be streamlined through one office. Town Clerk, Whitney Flynn agreed and confirmed that re-designating the role will not eliminate the Town Clerks responsibility to ensure vital town records are preserved.

A motion was made by S. McGrath and seconded by R. Killeen to designate the Town Administrator Office as Records Access Officer.
Roll Call Vote: R. DeAngelis- Yes; R. Killeen- Yes; S. McGrath- Yes; S. McWhirt- Yes; M. Francesconi- Yes
Motion Carries: 5-0

Council on Aging Earmark
The COA was granted $10,000 the Council on Aging Chair confirmed that the earmark should be used for operating expenses. The Council on Aging will be asked to attend a budget meeting to discuss the plans for the earmarked funds.

DPW Water Operator /Laborer Hiring – Lucan McGrath
S. McGrath recused himself from the discussion and left the room @ 7:11 p.m.
R. DeAngelis and S. McWhirt participated in the interviews for the Board of Selectmen and Rick Gurney participated for the Water Commissioners. R. DeAngelis shared that two individuals were selected for interviews, one candidate stood out having more licenses, certificates and training. The interview committee voted unanimously to recommend Lucan McGrath for the position based on his previous work history, education, certificates and training.
A motion was made by M. Francesconi and seconded by R. Killeen to hire Lucan McGrath as Water Operator/Laborer.
Roll Call Vote: R. DeAngelis- Yes; R. Killeen- Yes; S. McWhirt- Yes; M. Francesconi- Yes
Motion Carries: 4-0

S. McGrath rejoined the board @ 7:15 p.m.

DPW Custodian Hiring – Tim Kupiec
R. Killeen participated in the interview and is recommending Tim Kupiec for the position. Tim has worked for the Town in two capacities as a DPW Seasonal Laborer and Fire Fighter.
A motion was made by R. Killeen and seconded by S. McWhirt to hire Tim Kupiec as Custodian.
Roll Call Vote: R. DeAngelis- Yes; R. Killeen- Yes; S. McGrath- Yes; S. McWhirt- Yes; M. Francesconi- Yes
Motion Carries: 5-0

LED Sign Project Update
M. Francesconi indicated she wanted to delay any further discussion until budget season. The DPW Director mentioned the brick work is estimated to cost $4,500.00 The electrical work will take place next week.

Community House Building Design Selection Committee Appointments
A motion was made by M. Francesconi and seconded by S. McGrath to create a Community House Building Design Selection Committee and appoint Corey McGrath, Nick Mirke and Patrick Pettit.

Roll Call Vote: R. DeAngelis- Yes; R. Killeen- Yes; S. McGrath- Yes; S. McWhirt- Yes; M. Francesconi- Yes
Motion Carries: 5-0

Personnel Policy review and Personal Time off (PTO) Policy
S. McGrath informed the board that the group looked at and has made recommended changes which are mainly grammatical. Further he brought up the moving from accrued vacation, sick and personal time to a PTO Policy, which has been discussed in the past stating that he wanted to get a sense from the board before time and funding was invested in the research.

FFIO Grant Announcement- $57,600 ADA Bathroom Design
The Town Administrator announced that the Town has received a grant in the amount of $57,600 for engineering of an ADA compliant bathroom at the Community House. The award is from the Massachusetts Federal Funds and Infrastructure Office. The contract is expected to be before the board no later than January 2027. M. Francesconi thanked the Town Administrator for her work in bringing funding to the town.

Fire Department Geotechnical Exploration
Quotes have been obtained for the additional test pits/bore with a range of $32,000-$42,000. There was discussion on the number of borings recommended and obtaining additional quotes from other vendors for the work, R. DeAngelis will be in contact with the DPW Director with vendor recommended and Hill Engineering will be consulted.

Consent Agenda
- Minutes - September 29, 2026
- Accounts Payable and Payroll Warrants

A motion was made by M. Francesconi, seconded by R. DeAngelis to accept Consent Agenda with edits to the minutes.
Roll Call Vote: R. DeAngelis- Yes; R. Killeen- Yes; S. McGrath- Yes; S. McWhirt- Yes; M. Francesconi- Yes
Motion Carries: 5-0

Public Comment
Lynn Melchiori wanted to personally thank the town for the Hello to the Highway and Coffee with the Chief events. The Town Administrator shared that the next event will be Talk with the Town Administrator and Department Heads on December 9, 2026, from 6-7:30 p.m.

Upcoming Events and Agenda Items
- NBSWMD-Zero Waste Day November 14th 9:00-12:00 Community House Grounds
- 5th Annual Festival of Trees & Tree lighting. Opening of Festival of trees is on December 6th at 5:30 p.m. Hayride and lighting of Town Tree at 6:00p.m.
- Talk with the Town Administrator and Department Heads December 9th 6:00p.m.-7:30p.m.

Adjournment

A motion was made by M. Francesconi seconded by S. McGrath to adjourn the meeting at 7:34 p.m.
Roll Call Vote: R. DeAngelis- Yes; R. Killeen- Yes; S. McGrath- Yes; S. McWhirt- Yes; M. Francesconi- Yes
Motion Carries: 5-0

Respecfully Submitted;
Erin Paris
Administrative Assistant

Approved : 11/10/26

Document List

1. Agenda - October 27, 2026
2. National Grid Pole Petition
3. Youth Center Proposal
4. Email Town Clerk re: Public Record Requests
5. LED Sign Quotes
6. Grant Announcement – FFIO
7. Draft Minutes – September 29, 2026