

SELECT BOARD MEETING MINUTES: March 1, 2021: 6:00 P.M.

Town Hall Meeting Center

Ed Munch, BOS Chairman/Historical Commission

Bruce Cullett, Selectman/Chief of Police

Verne Leach, Selectman/ACO

Caleb Mitchell, Town Administrator

Bonny DiTomasso, School District Committee

Justin Russell, Highway Superintendent

Tonya Santaniello, Administrative Assistant

Item 1: **Call to order:** 6:00 P.M.

Item 2: **Roll Call:** Chairman Munch Present, Selectman Cullett Present, Selectman Leach Present

Item 3: **State Recording status:** Tonya Santaniello recording; Live stream on Zoom Meeting.

Item 4: **Pledge of Allegiance to the Flag:** Lead by Selectman Munch

Item 5: **Review and Approve Meeting Minutes for 2/8/2021:** Munch made motion to approve the 2-8-2021 Meeting minutes pending changes, Cullett seconds. All agree. vote 3-0. Munch said they do not have 2-22-2021 meeting minutes on the agenda so they will carry them over until the next meeting.

Item 6: **Update to Departments: Highway Dept:** Russell said he does not have a lot, there was a mowing bid that came in, but it is not on the Agenda for tonight and he has another quote and asked if it needs to be on a sealed bid form. Cullett said if they are addressed to Russell all that is required is, he verbally gives the results. Cullett asked if we had three, Russell said he will have a third one. Cullett said he does not want to open it until they have three in hand. Russell will hang on to all of them until he has three. Russell discussed denial letter from the Mass works grant that talked about the next round next spring. when the town can reapply again. Munch asked if there was anything they could do differently. Russell discussed speaking to someone last week about proving economic development. Discussed different things that can be done when they reapply. Munch discussed possibly submitting letters again from other residents. Russell stated he thinks the state wants to see engineering prints. Cullett asked if there was an option for taking a portion of Chapter 90 money to do a limited design for the project and then applying for a grant that covers the rest of the engineering cost as well as construction. Russell said that chapter 90 Money could be used to pay for the engineering. and if the one million dollars more than covers the road it can reimburse Chapter 90 money through the grant. Discussed how detailed of a design is required. Discussed reaching out to someone from the state to ask how the Town's grant application was scored and where we need to improve on it. Munch discussed a letter from an employee of highway department regarding a raise which will be discussed during the budget process. Russell discussed issues on Marlow Drive a few years ago with a resident putting rocks on the edge of the road and a letter being sent to him. Russell stated the same resident is now putting logs on the edge of road in the right of way. Russell discussed with Chief Cullett and went down there and moved them off the road.

Police Dept.: Chief Cullett discussed Officer Santaniello will be on her own starting this week and Officer Boyn will be on his own the end of next week so Field Training will be complete. Discussed email from the Executive Director of the mass Chiefs, Mark Leahy. It was an answer to a question that was posed regarding what the cost to small towns and small departments would be for the new Police Reform Bill since it is an unfunded mandate from the state.

Town Administrator: Mitchell discussed contacting Andrus to let them know the Town will be paying the invoice for the repair of the cover and insulation to the Fire station generator. Discussed getting out the rest of the budget sheets and got some of them back. Mitchell asked when the BOS wants to open the Bids for the Bulk transfer station. Mitchell said he thinks 3-29-2021 would be a good date to allow 3 weeks for someone to bid. Discussed that the town

Clerk requested to add a line item on the Agenda to vote to have the local Town Election on Saturday, June 12, 2021. Discussed also setting a date for the Annual Town Meeting. Discussed contacting the Health Inspector regarding the hog weed and that someone from the Dept. of Agriculture will be at the next BOH Meeting. Munch asked Mitchell about selling the 250th Medallions, Mitchell said he has not heard back from Joel Bard. Discussed contacting someone else from Town council to get an answer for the next meeting.

Item 7: **Discussion and vote to have the Local Town Election on Saturday, June 12, 2021:** Discussed Annual Town Meeting date which was moved up in the past to the beginning of May to give the whole month of June to do things after the meeting. Cullett stated he does not think that is necessary this year. Munch made motion to hold the Town Election on Saturday, June 12, 2021. Leach seconds. All agree. **VOTE 3-0.**

Item 8: **Discussion of Fiscal Year 2022 Budget:** Discussed if they were going to go with an across-the-board cost of living increase. Discussed holding off on Salary increases or cost of Living increases for the time being. Discussed Budgets for multiple departments and will discuss with the Finance Committee at the next joint meeting. Refer to FY2022 Budget Requests and FY2022 Spreadsheet for more information.

Item 9: **COVID-19 Updates:** Leach discussed starting to install sneeze shields. Leach stated he believes they may be opening up the Town Hall soon.




Item 10: **Public Input:** No public logged in to Zoom meeting.

Item 11: **Review and Approve Accounts payable, Treasury Warrants:** Nothing to review or approve.

Item 12: **Adjourn:** Munch made motion to adjourn the 3/1/2021 BOS Meeting. Cullett seconds. All agree **Vote 3-0. The 3/1/2021 BOS Meeting adjourned at 8:13 P.M.**

- Articles used:**
3/1/2021 BOS Meeting Agenda
2/8/2021 BOS Meeting Minutes
Quotes for new pickup truck
2021 Condition of Accounts
Budget Requests for Multiple Depts.

Respectfully Submitted
Tonya Santaniello, Administrative Assistant

Ed Munch, Chairman 
Verne Leach, Selectman 
Bruce Cullett, Selectman 

Date Approved: 3/8/21