

Leyden Select Board Minutes
Leyden Town Office Building
Regular Session
September 26, 2022
6:00pm

Select Board Members Present: Bill Glabach, Katherine DiMatteo, Glenn Caffery

Others Present: Michele Giarusso, Amanda Lynch, Michele Higgins, John Higgins, Mary Glabach, Beth Kuzdeba, Ginger Robinson, Martha Hopewell, Kathleen Fritz, Sue Howarth, Gilda Galvis, Robbie Milner, Linda Baker, Sara Seinberg, Erica Jensen, Ann Zavaruha, Liz Kidder, Vicky Russell, Roxanne Zimmerman, Liesel Nygard reporter for the Greenfield Recorder.

Bill called the meeting to order at 6:12 pm. Select Board read correspondence file and signed FY 23 warrants.

Motion: Katherine moved to approve the meeting minutes of September 12, 2022, with an amendment under Woodlands Partnership agreement to state coordinate with Recreation Committee and Open Space Committee. Glenn seconded with the amendment. Unanimous.

Motion: Katherine moved the meeting minutes of September 15, 2022, as written. Glenn seconded. Unanimous.

Motion: Katherine moved the meeting minutes of September 19, 2022, as written. Glenn seconded. Unanimous.

DISCUSSION

Amanda Lynch Temporary Town Clerk-Amanda plans to have a meeting with the Poll Workers and Voter Registrars prior to the November election. She has ordered a ballot box which will be mounted outside the front door. People can drop off early ballots in the ballot box. Ballots should arrive next week. The box can then be used for regular Town Clerk business. The election results will be in a locked cabinet and transported to her office. She suggests the town invest in a vault since she has found documents unsecure that are irreplaceable like original birth certificates from the early 1900s. All town records need to be preserved. There may be grants available for files to be digitized she will find this out.

Amanda has met with Kyle Dragon Animal Control Officer and created a spreadsheet that will be a shared document of all the licensed dogs in town. Some of the information will be owner, address, kind of dog, age and last rabies shot. If a veterinarian sends the rabies shot to her and she does not have the dog licensed she will call the residents and ask them to license the dog. There was much discussion on people not licensing their dogs in town, how long we will let them go past the due date, late fees and how much those late fees should be. If the town adopts Kyle's policy the late fee will be \$50.00 per dog. Katherine asked about kennel licenses and if Amanda will be able to tell how many we have in town. Amanda will ask other town clerks how they get the information out to license dogs each year.

Amanda also mentioned the only ones that can post a meeting in Town is the town Clerk and Municipal Assistant. It is not ok for committees to post their own meetings. The agendas must be stamped with the date they are received and signed off.

John Higgins-Recreation Committee and Town Hall items-John would like the Select Board to make sure they include the Recreation Committee before the pollinator gardens are decided where to go on or near Avery Field.

John stated the new sign has gone up for Avery field and he had to talk to the abutters who own the land adjacent. They recently had their land surveyed and he said there are no survey maps he could find for Avery field. He asked permission to receive a quote for the surveying of Avery field. If he asks the same surveyor to do the price may be reasonable. Select Board did not have a problem on getting quotes for surveying.

John handed out a list of things he thinks need to be taken care of in the town hall. He has ordered new tables and chairs for the pavilion and would like to know what the policy is to get rid of old items at the pavilion. Select Board stated we have to follow the policy on claiming items surplus. Michele will forward town's policy on surplus equipment.

John also suggested the wood floors get refinished. Select Board approved John receiving a quote to refinish the floors.

Michele Higgins Council on Aging (COA) - Michele called the COA meeting to order at 7:10pm since there was a quorum of members present. She read a statement from the COA about their 1-year appointments. Glenn questioned Michele H. on the implication of an interim 1-year appointment. Michele H. answered they feel they are being treated as a second-class committee and their appointments are temporary. Other members felt it was not fair that they could not plan for the year. Glenn replied he has confidential information that he cannot discuss in an open meeting why he chose to vote this way. There were many questions the Select Board could not answer due to confidentiality. Katherine apologized she used the words interim and stated their appointments are for one year and clarified that the COA is a permanent ongoing council. Glenn also apologized.

November 7, 2022, meeting-Glenn explained a public information session has been scheduled by the Public Safety Advisory Committee for November 7 at 7pm and the Select Board should plan on attending.

Motion: Glenn moved the November 7 meeting start at 5pm. Katherine seconded. Unanimous.

Municipal Assistant Update-Michele gave an update on the repair of the Tahoe and the juggling of getting the vehicle to a repair person who does not do state inspections, getting a state inspection sticker and if rejected having to coordinate to get repaired and then back to the state inspection station. This is a lot of time being used for this vehicle. Bill suggested the Tahoe be taken to the GM dealer if they can do the emissions testing and Michele agreed this would be a better plan. Ginger suggested taking the vehicle to

Green River Auto, but they do not do inspections either. Glenn offered to take the Tahoe wherever it is needed to go. Katherine looked up and McGovern in Greenfield does state inspections. Glenn offered to coordinate calling the dealer and getting the vehicle to them.

Michele stated Eversource will be coming this week to look at the site for the vehicle chargers.

A possible handyman has inquired who saw the add on the website. If interested Michele will set up an interview with the board.

Michele suggested the board work on getting Tina Riddell an answer to her letter.

Michele thinks the Leyden factbook that was around many years ago should be updated and reprinted.

The Bernardston/Leyden PTO is asking the Leyden Select Board to assist them with handing out food to families at their Open House on Thursday evening, September 29, 2022, at 5pm. They have also asked the Bernardston Select Board. Katherine and Bill will attend, Glenn has a previous commitment scheduled and cannot attend.

Katherine suggested the agenda for their working session next Monday be:
Policy proposal for new annual committee appointments to start next year.
Town Hall rental policy update
Answer to Tina Riddell letter

Bill and Glenn agreed.

Motion: Glenn moved to adjourn at 8:15pm. Bill seconded. Unanimous.

Respectively submitted,
Michele Giarusso
Municipal Assistant