

Leyden Select Board Minutes
Leyden Town Office Building
Regular Session
March 27, 2023
6:00 pm

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

Others Present: Michele Giarusso, John Higgins, Liz Kidder, Nik Adamski, Sara Seinberg, Beth Kuzdeba, Ginger Robinson, Liesel Nygard and Emily Yazwinski remote

Bill called the meeting to order at 6:09 am and announced the meeting was being recorded.

The Select Board signed the warrant minus one Highway department bill. Katherine questioned the request for reimbursement from AJ for work boots – no approval form attached and question about whether Highway has approval to purchase work clothes as part of highway budget.

Correspondence file read.

Motion: Katherine moved the meeting minutes of March 13 as printed. Glenn seconded. Glenn amended for town meeting vote on Hunt Hill article to make sure the motion states to reference the pin put in. Roll Call vote: Katherine-yes, Bill-yes, Glenn-yes.

Motion: Katherine moved the meeting minutes of March 20 as written Glenn seconded. Katherine amended to add last names to those in attendance. Glenn made minor amendments. Roll Call vote: Katherine-yes, Bill-yes, Glenn-yes.

DISCUSSION

Recreation Committee-

John Higgins-in the past the recreation committee made its own rental fees he did not know he had to come before the Select Board for approval. He apologized for putting in the newsletter the amounts. The committee voted in February to increase the rental fees to \$125/day and \$200 for 2 days. Katherine asked about waiving fees and why they had done in the past. John replied that they only waived fees during construction of the pavilion. Town committees are not charged for rental, but it is not in writing. Katherine suggested this be added to their policy. John stated 4-5 rentals are already in progress so they will not be charged this increase. There is one rate for resident and non-resident.

Motion: Katherine moved to increase rates as recommended. Glenn seconded. Roll Call: Katherine-yes, Bill-yes, Glenn-yes.

Surplus property-John presented surplus property form.

Motion: Katherine moved to accept surplus property form. Roll Call: Katherine-yes, Bill-yes, Glenn-yes.

John wanted to remind the board that the Recreation Committee is asking for a warrant article for the annual town meeting of \$4,000. There are two trees that are leaning towards the pavilion. He hopes the town can remove them. John asked about the policy for town sponsored events where beer and wine could be served. Michele replied the town cannot supply. You should have a vendor sponsor with liability insurance for the event and come before the select Board for a one-day liquor license.

Appointment

Motion: Katherine moved Amy St. Clair be appointed to the Historical Commission for a 3-year term. This term will end June 2025. Glenn seconded. Roll Call: Katherine-yes, Bill-yes, Glenn-yes.

FRCOG bids

Michele reported we are doing well with heating fuel used 2500 gals so far, the bid is for 2900 gallons; close on the diesel fuel – Bill B asked to go up 500 gallons for next year on diesel over the 6,000 gallons.

Motion: Katherine moved to have Michele be the contact person dealing with the FRCOG bids for diesel and fuel oil. Glenn seconded. Roll Call: Katherine-yes, Bill-yes, Glenn-yes.

Green Communities

Glenn explained there are 3 additional steps we need to take to become a green community. Reduce energy consumption by 20% over 5 years, vehicle requirement. Town counsel needs to write two letters on the town's behalf that we have already put some of the requirements in place: solar and stretch code. SB has to vote to apply for the grant.

We do not have the time to do everything and have the grant ready for the end of March. We will have to wait until fall and apply at the next round.

RAVE

Needs to be a campaign to have people sign up for RAVE again.

During the snowstorm we did not have the capacity to use Rave to get message out. New request from EMC that communications person have their own account to send out emergency messages declared by EMDs. There needs to be redundancy in the messages that can be posted during an emergency. Sara Seinberg needs her own email as information officer as well as access to RAVE and the website for posting.

Motion: Glenn moved to give Sara access to Rave and set up her email account as Emergencyinfo@townofleyden.com Katherine seconded. Roll Call: Katherine-yes, Bill-yes, Glenn-yes.

Fire Department updates

Liz Kidder stated Tom Raffensperger has stepped up as a volunteer to help out with administration duties. There was a software glitch and reports have not been filed with the state for about 1 year. Tom will file these reports. He wants to do just administrative paperwork. He has past experience with a VT fire department. He is interested in acting as captain for admin/training/safety. Colby James had been appointed in 2019 and is interested. Several other inquiries about joining the department. Submit applications to SB for appointment – there is nothing specific for fire; no packet; would need a job posting. Who does interview? Glenn added that there are plans to clean out fire department of out of date and unused equipment and materials.

It will take at least 1 year to rebuild this department. Katherine thanked Nik for stepping into his role but would like to wait and talk to town counsel about next steps for Fire

dept. Liz continued Peter Shedd has been a great neighbor to Leyden over these past few months.

Police Agreement

Bernardston Select Board was concerned with language in the agreement on leasing a substation. It has been taken out of the final agreement and they should be signing next Wednesday. Liz asked if the board could vote on the final agreement this evening knowing the lease language would be removed. The sooner the agreement is signed the sooner they can move to order a new cruiser.

Motion: Glenn moved to sign the agreement as long as the lease language is removed and does not impact the budget.

Katherine seconded. Roll Call: Katherine-yes, Bill-yes, Glenn-yes.

ARPA balance and crawl space insulation

Michele stated there is around \$139,000 left in the account. We used \$6,790 for air packs.

Motion: Katherine moved to have Cozy Home do the insulation work in the crawl space of the town office building for their quoted price of \$21,000. Bill seconded. Roll call: Bill-yes, Katherine-yes, Glenn-yes.

Supplemental budget requests as requested from Rep. Natalie Blais

Katherine submitted a request for \$75,000 for a quick attack vehicle for Fire dept., \$60,000 for PPE for Fire/EMS and \$80,000 for a utility truck vehicle.

Discussion to revoke wording in Code of Conduct policy

Due to MA Supreme Court ruling recently you cannot do anything for disparaging remarks from a constituent. Wording cannot be in a policy.

Motion: Glenn moved to revoke the Code of Conduct policy and to work on another policy at a later date. Roll Call: Katherine-yes, Bill-yes, Glenn-yes.

Municipal Assistant Update

FY24 budget items are ready to be submitted to the joint Finance Committee and Select Board meeting on Wednesday. In looking at other towns almost all have some sort of assistant clerical position. Health insurance went up 6%. Insurance is not broken out.

April 10th the insurance person will come to look at all the property.

East Hill Road will have to be completed by town highway as there is not enough time to get bids out to construction companies, Michele will be working with Bill to get a construction contract signed on 10-mile bridge grant. The MVP grant is open, and Michele will be working on that to submit. It will be for construction and permitting only at this time. The amount needed to complete the entire project will be probably over \$1ml. Board needs to sign MassDOT Chapter 90 reimbursement forms. Board signed. Michele is requesting time off to attend her brother-in-law's funeral next week. In the current policy and procedure manual it is not spelled out how many days may be taken for bereavement of in-laws. It states the Select Board must make the decision.

Motion: Katherine moved to grant Michele 2 days off for bereavement. Glenn seconded. Roll call: Katherine-yes, Bill-yes, Glenn -yes.

Motion: Katherine moved to adjourn the meeting at 8:35 pm. Glenn seconded. Roll Call: Katherine-yes, Bill-ye, Glenn-yes.

Respectfully submitted,
Michele Giarusso
Municipal Assistant