

Leyden Select Board Minutes
Leyden Town Office Building
Regular Session
November 7, 2022
5:00pm

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

Others Present: Michele Giarusso, Liz Kidder, Ginger Robinson, Sara Seinbrg, Emily Yazwinski, Mary Glabach, Elizabeth Kuzdeba Chris Larabee Greenfield Recorder,

Bill called the meeting to order at 5:05pm. Select Board read correspondence file and reviewed FY 23 warrants. Announcement from chair that the meeting was being recorded.

Motion: October 24, 2022 meeting minutes moved by Glenn. Katherine seconded. Approved unanimously.

Motion: October 31, 2022 meeting minutes moved by Glenn. Seconded by Katherine. Approved unanimously.

DISCUSSION

Four Town Meeting:

Pioneer Valley Regional School District towns will be meeting in Bernardston on November 28 to hear a presentation from the Six town Regionalization Planning Board (STRPB). They have requested that the Selectboard attend to hear a presentation on the work that has been done so far. Bill, Katherine, and Glenn agreed to go.

REPORT

Fire Department:

Fire chief, Brian Pelletier was not present to report on the progress of the safety improvement work and next steps requested by the Selectboard.

Comment from Liz Kidder that Erica Jensen has been assisting Brian in getting quotes for needed equipment. She has found several brush trucks. Challenge: How to get 3 bids and use stabilization money to replace the brush truck that needs immediate replacement? Bill noted that stabilization money can be approved at a special town meeting. Sara noted that it is hard to get comparable specs for 3 bids for a used brush truck. Glenn or Michele will call Andrea Woods from FRCOG who works in procurement to get advice on securing bids. Ginger, Finance Chair, noted that the fire stabilization funds were not earmarked for anything specific.

Fire ponds – Glenn presented the topic about the three hydrants on private property. There is not written permission for the Highway Department to plow on private property. Glenn volunteered to work with Fire Department and Highway Department on a letter.

Motion: Katherine moved that Glenn should write a letter requesting permission and send to property owners to gain winter access to the fire hydrants. Bill seconded. Approved unanimously.

ATM or STM potential warrant articles

A list of potential items was discussed:

1. Roads discontinued – public ways that are not maintained by the town.
This warrant article is already written, assessors clerk needs 10 days' notice to notify abutters. Discussed a public hearing would be a good idea prior to a Special Town Meeting. Improvements policy for an unmaintained statutory private way. Less urgent. Will need to consult with planning board.
2. Change the annual town meeting date – In order to change the date it has to be decided at annual town meeting.
3. Constables – add two more and change compensation procedures. If done at a Special Town Meeting then constables could be elected at the Annual Town Meeting.
4. Voting on Stretch Code bylaw – to achieve Green Community designation. Need to consult with Planning Board. If it requires a town meeting vote, then Glenn suggested it be at a Special Town Meeting. Glenn or Michele will research.
5. Solar by Right bylaw– built without special permit or variance – to achieve Green Community Designation. Glenn working with planning board and would like this to be at a Special Town Meeting so we could begin to apply for grants available if we are a Green Community
6. Town Clerk appointed position – this is a ballot item for the Annual Town Meeting.
7. Select Board designation – Do we have to petition the State to make this change? Michele will research.
8. Stabilization vote for Fire Department funds. Should be done at a Special Town Meeting.
9. MLP board change from Select Board to an appointed citizen's advisory board in conjunction with Select Board representation. Need to research if this can be done and if can be at a Special Town Meeting versus Annual Town Meeting warrant article.
10. EMS coordinator as a stipend position. Glenn asked Liz Kidder her thoughts on this. Liz noted that she has been advocating for a public safety clerk and this could be the same job. Would involve working with regional organizations, more than clerical. Katherine noted that this is part of the assessment the Selectboard is doing of all personnel and jobs in the town. Will take time so not before Annual Town Meeting. Michele suggested the Finance Committee could propose a salary reserve fund for the next budget cycle. She will do some research on how monies could be re-allocated for salaries/stipends during the year and share with the Finance Committee.
11. Free Cash – There are many accounts of the town that are old accounts. Special Town Meeting to close out the overages using free cash for the overages. Some are due to expected grants that were never received.
12. There are two Historical Commission accounts, one is a building fund that was raised through donations for a new building. Historical Commission would like

to combine the two accounts. Accountant is reluctant to do without contacting the people who donated for a building.

Discussed moving elections to town office building-need to discuss with Town Clerk.

Municipal Assistant Update:

Electric Charging Station: Contract for the grant from the State. This contract is for the chargers themselves. If for some reason we don't use the money, we send it back.

Motion: Katherine moved to accept the contract for the grant. Glenn seconded. Approved unanimously. Bill signed the contract.

Building Maintenance job description: new job description that will need to be reviewed and approved at next working session.

ARPA: Need guidelines for spending this money. Building Needs Study Committee will have some priority recommendations. Selectboard will include in their working sessions. Consult with Finance Committee. \$145,000 in hand now, more coming after the first of the year – could be up to \$200,000. Ginger suggested developing a wish list from all departments and committees. Michele noted that ARPA funds are to stimulate the economy and compensate for money not available through taxes and budget – there are restrictions on how this money is spent. Glenn suggests that we ask for critical needs within the next year from departments and committees for ARPA. Michele will send out memo, and Finance Committee will send out a memo for long-term planning needs.

Motion: Glenn moved to adjourn at 6:40pm. Bill seconded. Katherine noted that there are remaining items. Glenn rescinded his motion, Bill accepted.

Dispatch protocols: request from public safety advisory committee to change the protocols.

Motion: Glenn moved to revise the protocols for dispatch for fire calls so that all those in mutual aid towns receive call at the same time as the Leyden Fire Department. Katherine second. Approved unanimously.

PUBLIC SAFETY INFORMATION SESSION

Presentation by Public Safety Advisory Committee on their work to date.

Motion: Katherine moved to adjourn the meeting at 8:10pm. Glenn seconded. Approved unanimously.

Respectively submitted,
Michele Giarusso
Municipal Assistant