

Leyden Select Board Meeting Minutes  
Leyden Town Office Building  
Regular Session  
Monday April 29, 2024  
5:30 pm

**Select Board Members Present:** Erica Jensen, Katherine DiMatteo, Glenn Caffery

**Others Present:** Michele Giarusso, Liz Kidder, Ken Medvetz, Ginger Robinson, Gary Ponce, Joanne Deady, Carey Barton, Ginny Rockwood, Jack Golden

Glenn called the meeting to order at 5:30 pm.

**Discussion**

FY 24 Warrants signed. Katherine mentioned the current situation with family members working together in one department is something members should be looking at each payroll and make sure the Select Board is signing the individual payroll sheet.

**Correspondence**

**Motion:** Katherine moved to support and sign the letter of Support of New England Forestry Foundation's project on behalf of Woodland's Partnership of Northwest Massachusetts to study the 21-town region's emergency response capabilities as it relates to forest, land, tourism municipal financial sustainability. Erica seconded the motion. Unanimous.

**Green Communities**

Ken Medvetz, chair, Building Needs Committee reported that the RFR for the insulation and roof may have to be updated if Green Communities will now pay for the insulation of the roof. Glenn will look into the guidelines to see what the grant will pay for. The Building Needs Committee will be meeting on May 16. Katherine will attend the meeting to discuss the ADA ramp and automatic door operators. Mass in Motion can help pay for some of the repairs. Michele asked who should pen the RFR, (this info has to be on the paperwork). The board decided the Building Needs Committee should open the bids.

**Colrain Ambulance Check-in**

Gary Ponce and Joanne Deady gave updates on statistics since August 7, 2023. Gary reported responses to Leyden were 24 to date. The average response time took 22.42 minutes, there were only 2 calls outside the 30 minutes response time, and they have not missed any request to respond. Currently, the ambulance is staffed 8-12 hours daily, the goal is to have 2 people on daily working 12 hours per day from 10a-10p and then increase the time to 16 hours per day. Erica asked how the current charges are calculated. Gary replied as soon as the ambulance rolls out the invoice is begun. Glenn asked about familiarity with Leyden's roads. Gary responded that most of their employees are from our surrounding area, so they are familiar with the roads. Quarterly meetings are in our current contract so a meeting like this will happen again in 3 months.

**Ginny Rockwood - Electromagnetic Radiation and local government role (EMR)**

Ginny handed out information about what is electromagnetic radiation and where it comes from and shared her personal experience. She stated it is a form of environmental pollution, she it in her home and realized it was making her ill. Once removed she feels much better. Ginny will be attending a planning board future meeting to discuss the same topic and the effect cell towers can have on the environment.

#### Review of Special and Annual Town Meeting Warrants

Michele updated the warrant articles since the last meeting. There was much discussion on the bylaw articles. The operating budget is not complete from the Finance Committee yet.

Jack Golden, as moderator, is concerned about the length of the annual town meeting warrant and wondering if this can be accomplished in one meeting. Michele will now send the warrant articles to town counsel for review.

#### MLP Discussion and budget

Katherine called the MLP meeting to order.

Jack presented the proposed MLP FY25 budget as voted on by the advisory board. Jack explained subscriber numbers have been stable all year, a few subscribers may stop when the subsidy program ends. The redundancy program is up and running without many issues.

**Motion:** Katherine moved to approve the MLP FY25 budget as presented with total revenues of \$343,148. Jack seconded the motion. Unanimous.

**Motion:** Katherine moved current article 19 of the Annual town meeting (although the article number is subject to change) to move \$79,846.18 from the MLP certified retain gearings to pay down the broadband debt. Erica seconded the motion. Unanimous.

**Motion:** Katherine moved current article 20 (although the article number is subject to change) to vote to establish a special purpose fund for CAF II money. Erica seconded the motion. Unanimous.

**Motion:** Erica moved Article 3 from the special town meeting to vote to transfer from the Leyden MLP Retained Earnings the sum of \$15,565.00 for Police details from a prior year during Broadband construction. Glenn seconded the motion. Unanimous.

Katherine moved to adjourn the meeting.

#### Town Coordinator Updates

Michele reported the MVP grant was submitted; Jeff Miller has painted gray dryloc paint on the outside of the town office foundation but only half as recommended. Michele thinks the rest of the foundation should be painted to match. Select Board members agreed. Jeff is going to be removing the counters downstairs and was wondering if the board wants to keep them for any reason. All agreed it is demolition.

In speaking to the town accountant on end of year reconciliation of accounts Angelica stated DLS requires that a negative balance not be carried for more than two years. Angelica would like Michele to write up a memo on the articles to be paid for by ARPA funds and have the board approve.

#### Select Board Updates

- The Leyden Emergency Management Committee would like the board to appoint Jeff Miller as Co-EMD with John Richardson before the Emergency Management event on Sunday. Board members in agreement they can meet Thursday am for a meeting. Jeff and John will need to fill out ethics paperwork as "special employee" for this position.
- Janell has found a HIPAA course for municipal employees and plans on taking the course is \$30.

**Motion:** Katherine moved that Janell be approved to take a HIPAA course for municipal employees. Erica seconded the motion. Unanimous.

- Katherine and Janell walked the grounds with a representative from Snow and Sons to see what exactly they were doing for their contract. There was discussion that maybe Jeff Miller can do some of the extra spring cleanup that is needed. Katherine recommends approving the Snow and Sons contract for next year.

**Motion:** Erica moved to approve Snow and Sons annual contract for \$4770 per year. Katherine seconded the motion. Unanimous.

**Motion:** Erica moved to adjourn at 9:50pm. Glenn seconded the motion. Unanimous.

Respectively submitted,  
Michele Giarusso