

Leyden Select Board Meeting Minutes
Leyden Town Office Building
Regular Session
Monday, March 31, 2025
9:00 am

Select Board Members Present: Katherine DiMatteo, Jeffrey Baker, Erica Jensen

Others Present: Michele Giarusso

Katherine called the meeting to order at 9:02 am.

Accept meeting minutes

Motion: Katherine moved to accept the meeting minutes with amendments, Katherine read the amendments, Jeff seconded to approve the 03-24-25 minutes with the amendments. Motion approved unanimously.

Bimonthly Warrants signed

Jeff Miller Quarterly Update -Custodian and Maintenance

- Jeff wears many hats for the town custodian, maintenance person and EMD, he prefers requests by email so he can refer back to them and appreciates the town having patience for completing
- He will be starting to do spring cleanup around town buildings as well as minor repairs identified by the Building Needs Committee
- Town Hall to be opened on April 1.
- Railings for Town Hall Kitchen and Town Offices will need to be installed, Jeff was asked if he could drill the holes and install.

EMD

- Erica asked about the EMPG grant and the purchase of the Garmin GPS messengers. Michele is working on purchasing the Garmins. Erica also asked about the increase in the FY26 budget for EMD expenses. Jeff replied, the Garmin GPS messengers have a yearly fee of around \$2600. Erica replied that the increase for next year is significant, and it may have to decrease to \$5,500.
- Jeff requested a computer for EOC and Command Center.
- Jeff reported that a Ready Fest Festival is in the planning stages for this summer, no date set yet. Other education classes will be planned throughout the year.
- Keys for EMD department -Jeff feels there should be 2 keys allowed for EMD, himself and another person. Katherine suggested the committee decide who on the committee will have the second key.

Action: Michele will look to purchase a computer through a grant.

Town Meeting Warrant Articles

- The board reviewed a draft of the written warrant articles for both the special and annual town meetings. Suggestions made as to the order of articles and consent voting of some.

Action: Michele to write up a consent article for seven warrant articles that are routinely voted on each year.

Town Coordinator Update

- Town counsel is able to attend a meeting on April 17th with the Assistant District Attorney. This will be in executive session.

Action: Michele will confirm the meeting with the District Attorney's office and post and executive session.

- Soil boring drilling at the West Leyden Road bog will be in early April no date set. It could take two days for the company to drill, one day each side. Michele would like to know if there should be a police detail. Yes, Select Board would like a road detail.

Action: Michele will contact the Police Chief to arrange road details for both days.

- Wireless connection to pavilion is to be done this week.
- Fire department grant of \$10,500 for gear doesn't cover the cost of \$11,800. Select Board agreed balance should come from Fire Department account.

Select Board updates

- Erica reported the fire department will not ask for a department clerk position in the FY26 budget. Fire department personnel will divide up the paperwork duties.
- Memorial Day-Jeff is still working on the details and will report back. Katherine will call the Upper Valley Veteran's services for a speaker for the Sunday prior to Memorial Day. Michele noted that the flags have been ordered. The Historical Commission will do a display and coffee on Sunday. Some plaques need replacement. Katherine and Erica will look for ones that need replacement when they put out the flags.
- Woodland's Partnership has a grant for up to \$25,000 for trails. The application for the grant is due in May. Katherine will look into it and see what is required.
- Katherine reported a letter was received by the six-town regionalization planning committee to allow a representative to give a quick update at the town's annual town meeting.

Action: The board decided we do not have presentations at the annual town meeting. Katherine will submit the information to Leyden Life for the May edition. If there is a public hearing in the next few months we will inform the citizens during this time.

- Katherine asked about the letter from Department of Veteran Services for the town to consider the new tax discounts for veterans. Erica noted that there was quite a few requirements that the person would have to meet, and it would reduce the taxes the town collected.

Action: Select Board to discuss with Assessors.

Potential agenda items for next meeting

- Vote on one day liquor license
- Municipal Light Plant FY26 budget and loan repayment
- Invite Assessors
- Invite School Committee members to attend

Potential for future meeting

- Logistics meeting with moderator for annual town meeting planning

Motion to adjourn: Erica moved at 11:58 am. Jeff seconded. Unanimous.

Respectfully submitted by: Michele Giarusso