

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

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

**Others Present:** Michele Giarusso, Jeff and Jolene Glabach, Bill Brooks, Jack Golden, Liz Kidder, Beth Kuzdeba

Katherine called the meeting to order at 9:05am.

Katherine signed the J.Smegal contract for the roof repair on the town office building and the letter to Colrain Ambulance in support of a feasibility study for EMS regionalization in several towns.

**Accept meeting minutes**

**Motion:** Erica moved the minutes of 5/19/25 as amended by Katherine. Jeff seconded the motion. The motion was unanimously approved.

**Motion:** Erica moved the minutes of 6/2/25 as amended by Katherine. Jeff seconded the motion. The motion was unanimously approved.

**Hunt Hill Road Discussion**

Katherine explained to everyone that on November 4, 2024, Bob Penfield attended a Select board meeting where the board gave permission to lower the water bars the highway crew had put in and other work as outlined in the Conservation Restriction agreement was completed by the town highway crew back in the summer.

- Jolene had several concerns she wanted the board to hear about:
  1. Statutory private ways signs have not been installed.
  2. Their maple syrup line was broken by the town crew plow truck
  3. Trees on their property were broken by Dennison logging
  4. The steel post marking the end of their driveway was knocked over by a plow and not replaced.
  5. There is a spring that runs down from the Glabach property to the statutory private way.
  6. Blocking of public roads by Penfield's equipment
- Bill Brooks explained:
  1. He put up the signs on the statutory private way and he didn't know someone had been taken down.
  2. The town crew did not break the maple syrup line he thought this was resolved.
  3. Dennison should have been notified.
  4. Bill put the post inside an orange cone thinking this would be seen better but he could also replace the post if needed.
  5. He will look at the water running down the road if it is still running.
- Katherine stated the blocking of public roads should be reported to police whenever this happens so there is documentation. The Select board cannot do anything about complaints after the incident is over.
- Bill Brooks mentioned the town will be doing some road work on Hunt Hill to make a turn around down by Tony Streeter's driveway. This will involve some tree work and jack hammering of ledge. Abutters will be notified prior to work being done. Jolene and Jeff would like to walk the road with Bill before any work is done and no jack hammering on their side of the road. Bill cannot guarantee this.

- There was a question on how wide an easement is on a dirt road. Town council will have to be asked this question.
- Discussion on the annual inspection by the Conservation Commission yearly on the Penfield's property as written in the CR.

#### Planning board special permit re: concerns from resident

Erica reported she asked this be put on the agenda, but it really is a Planning Board issue, and they should take care of it.

#### Recap of Annual Town Meeting with the Moderator

- Jack R reviewed the setup of microphone equipment and realized the amp was a newer model and there was a switch he did not turn on
- Constable issues- they should be prepared. Michele stated the town clerk told her he can now post the warrants she will find out if the town clerk can present the warrant also for the meetings.
- Explaining the budget numbers with clearer instructions-Jack feels he can explain the budget better next time.
- Overall it was a very good meeting, next time introductions will be done first.
- Town Coordinator Updates
- Michele had a conversation with Donna on the West Leyden Road question of a temporary easement from residents. Donna said she could draw up something, we would have to notify the abutters. Michele found out from Gill Engineering this does not have to be done quickly as previously thought.
- Donna has replied she is available for a Special Town Meeting (STM) on July 16<sup>th</sup>. This is a date the Planning board asked her about.
- Credit Card has been approved in Michele's name and should be arriving soon.
- Erica will be looking over the credit card policy Susan sent from Bernardston so it can be approved for the next meeting.
- Holiday request-Michele would like to take her last personal holiday on July 3<sup>rd</sup>. Board approved.

#### Select Board Updates

- Fire grant-Samnatha Wood wrote a grant for the Fire Department from State Farm Insurance through the National Volunteer Firefighter's Association. It was a quick 3 day turn around. Sam and Michele discussed the grant; Michele did not see any obligation to the town should we receive it.
- Michele to ask Donna for STM wording for an article on fence viewers since we have to have them.
- Katherine sent an email to all chairs of committees/boards about the use of the colored printer.
- Katherine spoke to Mark Smith about the remote software LogMeIn. It is still on a trial, Mark is working with George on his computer issues with remote access.
- Katherine spoke to George about his request for the room to be only for him. The room must be shared with the EMD.
- Gary Ponce from Colrain Ambulance should be invited to a July meeting, the current contract expires in August.

#### Public Comment

- Liz Kidder brought up the context of the STM warrant articles and asked how the board would like the articles presented. Jack thinks having some of the content in color would be helpful. The warrants should be printed at an outside source and pay for them to be printed.

**Motion:** Jeff moved to appoint Erica, Chair of the Select Board for the coming year. Katherine seconded the motion. Erica abstained. Jeff and Katherine voted yes.

Agenda Planning

- Yearly Select Board appointments
- Distribution of Select Board duties
- Building Needs Committee priorities
- Set the town calendar

**Motion** to adjourn: Katherine moved at 12:01 pm. Erica seconded the motion, unanimously approved.

Respectfully submitted by: Michele Giarusso