

Leyden Select Board Meeting Minutes  
Leyden Town Office Building  
Regular Session  
Monday, June 16, 2025  
5:00 pm

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

**Others Present:** Michele Giarusso, Dave Curtis Bob DePalma

Erica called the meeting to order at 5:00 pm.

**Accept meeting minutes**

**Motion:** Katherine moved the minutes of 6/9/25 with her amendments. Jeff seconded the motion. The motion was unanimously approved.

**Select Board Yearly Appointments**

The Select Board underwent the yearly process of going through the appointment list and anyone on the list whose term expired on June 30, 2025 was reappointed. Michele had reached out to all appointees prior to the meeting and knew who wanted to be reappointed.

**Motion:** Katherine moved to appoint Madelaine Gens as a new member of the Cultural Council. Jeff seconded the motion. The motion was unanimously approved.

**Motion:** Katherine moved to appoint James Palmeri as Police Chief and all the officers in the Bernardston police department. Erica seconded the motion. The motion was unanimously approved.

**Motion:** Katherine moved to appoint all those who have agreed to terms for another year or more as indicated on the appointment list. Jeff seconded the motion. The motion was unanimously approved.

**Distribution of Select Board Duties**

- Jeff will continue to be the school representative and related school issues. He will also oversee Memorial Day activities.
- Erica will continue with the Building Needs Committee, Fire Department and EMD representative.
- Katherine will continue working with the 3-town meeting members, Mass in Motion, attending Legislative meetings and composing the monthly Leyden Life newsletter articles. She will also remain chair for the Efficiency and Regionalization Advisory Committee grant.

**Building Needs Priorities**

Erica reported Building Needs Committee met last week and Michele will contact the Green Communities regional director to obtain the most current energy efficient guidelines list. From that list the committee will continue working on energy conservation measures for the entire envelope of town buildings, sealing around doors, windows, etc. Not sure if the air exchange machine for the highway department will qualify for Green Communities reimbursement until the new list is obtained.

ADA ramp, railings and exterior and interior automatic doors will all be included for next year's ADA grant. Dave Vreeland will do the design plans, Richard Parks will do the electrical plans, quotes will be obtained, and everything will be ready for the grant. The committee will also be looking into a metal threshold ramp for the bathrooms at Avery Field Pavilion.

**Town Calendar Planning**

Erica has reworked the calendar for FY26. She essentially has moved everything up by 1 week. The Annual Town Report will be due in November and George will be taking care of completing.

### Town Coordinator Updates

- Michele was asked by the Town Clerk to change the number of attendees on the STM and ATM meeting minutes to reflect the number that the poll workers had checked in.
- Gary Ponce has replied he can attend their meeting on July 7<sup>th</sup>.
- Pollinator sign placement must be decided as part of the grant we received it must be displayed. . Decision of placement done by Erica and Katherine.
- Bound Tree application completed for EMS to purchase supplies
- Memorial plaques at town common-Negus and Taylor would like a picture and measurements of the new rocks, so Michele must wait until Bill Brooks places the rocks.
- Assessors /Tax Collector inquiry to town counsel was sent to land court attorney. It seems to be getting resolved.
- Grant reconciliations are almost done except for three, Fire grant, DER grant and Mass in Motion grant.

### Select Board Updates

- Broadband for Avery Field-MLP Manager will apply for a grant.
- Jeff reported on school updates-Pioneer boys basketball team won the state championship, the PVRSD is going to be getting a new website, and the business manager is expecting to end the year in the black. Jeff also reported that the COA community meals are not just for seniors but anyone in the community.
- Erica reported the Hunt Hill water bars were lowered and the extra material was disbursed on the statutory private way portion of the road. The Town Clerk is going to be getting quotes on Civic Plus software for our website and will be purchasing some supplies to archive records.
- Katherine would like to obtain the wording for a warrant article where a 2/3 vote on a particular article is required. Michele will ask town counsel.
- On June 26 Erica, Katherine and Michele will be attending a federal funding seminar at GCC.
- Erica would like the custodian to put up flags one week prior to Memorial Day.

### Public Comment

- Dave Curtis brought up that he has seen on what looks like an official town Facebook page where some town officials are posting some political items. This is concerning to him as town officials are supposed to be apolitical.

Erica replied that the Facebook page is not an official town page, and private citizens can post whatever they like. Katherine said the Select Board specifically made the decision not to have a town Facebook page and town counsel recommended against it.

- Bob DePalma asked the Select Board if there was going to be a warrant article on the STM for the Assessor's. He has a question about the re-eval expense line that is on the general ledger sheet. Bob was told to contact the accountant for clarification. Erica replied the Select Board is prepared to put an article on the warrant once everything is clarified with the accountant.

### Agenda Planning

- Review of STM warrant
- Continue yearly appointment
- Credit Card policy
- Orientation of new appointees

**Motion** to adjourn: Jeff moved at 7:19 pm. Kathrine seconded the motion, unanimously approved.

Respectfully submitted by: Michele Giarusso