TOWN OF LEYDEN
Meeting Minutes

Select Board Meeting Minutes

Where:	Leyden Town Office
When:	August 10, 2026

In Attendance

Members:	Erica Jensen, Katherine DiMatteo, Jeff Baker
Audience:	Michele Giarusso

Time meeting called to order: 5:00pm

Review of Minutes:

Motion: Katherine moved to accept the meeting minutes of 7/27/26 with amendments	**Second:** Jeff	**Vote:** Unanimous
Motion: Katherine moved to accept The meeting minutes of 8/3/26 with amendments	**Second:** Jeff	**Vote:** Unanimous

Discussions:

1. Vote on Attorney Adam Costa proceeding with litigation at 581 West Leyden Road if needed

Motion: Katherine moved to approve Attorney Costa to proceed with litigation if necessary. **Second:** Jeff **Vote:** Unanimous.

2. Update on EMS Regionalizing and Weighted Options

Liz Kidder handed out financial options for town assessments from the EMS Regionalization Committee. They have been meeting and discussing the various options for 5 years then as far out as 30 years. The committee is leaning towards using the 501c3 model that Colrain Ambulance has and creating a new ambulance service for all the towns. Having an ambulance district model does not make sense for now. The numbers predicted are cost estimates and are “rough” numbers at this time. There is still more work to be done. Liz shared the next meeting is next week with a possible vote for which model the committee would like to further pursue. Once they decide which model to pursue, they can plug in personnel and equipment cost estimates.

Motion: Katherine moved to approve Model 1 which will be based on the number of calls yearly from each town to calculate each town’s yearly assessment. **Second:** Jeff **Vote:** Unanimous.

3. Town Official Orientation

Handouts are pretty much complete; Michele will copy for the meeting. Michele has not heard back if anyone from the Finance Committee will speak on the budget process, between Michee and the Select Board we can share the yearly budget process. 10 people have registered. Jeff will speak to teamwork at the beginning of the meeting.

4. FY 27 Appointments

Motion: Katherine moved to appoint Christine Brodeur, Corey Cusson Karen O'Neil, Marie Lovely and Sara Seinberg as poll workers for 2 years. **Second:** Jeff **Vote:** Unanimous.

5. Municipal Representation to PVRSD Negotiation Process with one or Two Collective Bargaining Units.

Katherine DiMatteo volunteered to be Leyden's representative. The school committee meeting is September 10th when the representative will be voted for one. Michele will contact Bernardston and Northfield to inform them that Katherine has volunteered and to find out if someone from those Select Boards is also willing to be considered.

6. Town Coordinator Updates

- Michele had sent Gill Engineering's proposal as project manager for the West Leyden Road project by email prior to the meeting. The board is nervous that we do not have the $91,000 to pay for this proposal. They would like Michele to find out if Chapter 90 money can be used for this and if the town is bound to pay the $91,000 once signing the contract if something should happen and the construction does not happen.
- Michele noted that she has applied for $1.6M from MVP and that money could be used for this contract. Erica noted that Chapter 90 might also be used. Erica emphasized that a detour plan is needed with police, fire, ambulance and Shelburne Control.
- Beth Giannini and John Carolan from the FRCOG would like to present the Complete Street plan for the August 31 Select Board meeting.
- Michele reported the annual fire alarm testing was completed earlier today and both the town office and town hall passed.
- Donna Dusell emailed Michele that she can help with more workshops in the fall for Leyden's digital equity grant.
- Nan Rolstad is preparing an historical display in the Roundhouse during the Franklin County Fair which will focus on Leyden agricultural history and the history of the former church booth at the fair.
- Mark Smith had to come in to update the EMD computer. The fire desktop computer will stay up in their office at the Town Hall but they make sure the updates are done. The Administrative Assistant can use the EMD computer for their work.
- The deadline for applying for the Administrative Assistant position was Friday. The Select Board agreed to extend the deadline through this week and asked Michele to reach out to possible candidates from those who applied for the Town Clerk position.
- Michele may have to be out of the office on Sept 1-3. She will know more definitive dates in the next 2 weeks.

7. Select Board Updates

- Erica is withdrawing her resume as a candidate for the administrative assistant position after speaking to town counsel.
- Jeff mentioned he watched the School Committee meeting where Katherine asked to have the meeting packet available prior to the meeting so she could have questions prepared for the meeting prior to a vote. She also asked some questions in regard to the Warwick tuition agreement but could not continue as her 3 minutes were up. He also questioned how many students Leyden had allotted each year for FCTS.
- Jeff asked about clearing behind the baseball backstop. Michele reported that Jeff Miller can do when he has time but remarked that Snow and Son should do. Katherine asked if we should go out for bid for the landscaping and design our request based on our town's needs, not what the landscape company does in their standard contracts.

- Katherine and Erica attended the Bernardston Select board meeting last week to discuss the FRCOG calculating numbers for the fire department future IMA. They also discussed the fire advisory committee. The Bernardston board agreed to the FRCOG working on figures for that fire department IMA.
- Katherine shared a volunteer form that Bernardston has available at the entrance of their Town Hall, and suggested this might be a good idea for Leyden to create and place at various locations and events to build awareness of our need for volunteers for committees.

8. Public Comment

None

9. **Agenda Planning**

- Interviews for administrative assistant position
- Working session for the Warwick tuition agreement subcommittee meeting
- Continuing work on the Digital Equity device grant
- Updates: Police Services Advisory and Building Needs committee meetings

Next Meeting: August 17 at 9am

Meeting Adjournment

Motion: Jeff moved to adjourn at 6:47pm. **Second:** Jeff **Vote:** Unanimous.

Submitted By: Michele Giarusso