

TOWN OF CHESTER

Board of Selectmen/Water Commissioners/Zoning Board of Appeals

Meeting Minutes

March 26, 2018

Attendance: BOS-Chairman John Baldasaro, Vice-Chairman Barbara Huntoon, Clerk Rene Senecal, Town Administrator Patricia Carlino, Administrative Assistant Rosanne McClafin, Gene Watters, Bob Daly, John Foley, Wilma Foley, R. Duane Pease, Peter Spotts (Country Journal)

- I. **Chairman Baldasaro called the meeting to order at 6:00 p.m. on March 26, 2018**
- II. **Minutes from BOS meetings 3/12/2018 and 3/19/2018 were approved and signed.**
- III. **Warrants:** Items for payment to Nutmeg International and J.R. Sweeping were rejected by the BOS. Board made request for Nutmeg representative to attend BOS meeting before payment will be authorized. J.R. Sweeping invoice to be submitted to Palmer Paving for payment. All other warrant items were approved and signed. Accountant to correct error for item posted to wrong account number.

At this time Chairman Baldasaro noted that Police Chief Daniel Ilnicki was present to introduce Phil Lanier as a possible replacement for recently resigned officer Steve Griffin. Lanier previously worked for the Town. Ilnicki feels Lanier is a “good fit for our community” and requested the Selectboard consider appointment of Lanier to the open position. Vice-Chairman Huntoon motioned to appoint Phil Lanier to the Chester Police Department, Clerk Senecal seconded, Chairman Baldasaro abstained, motion so moved.

- IV. **CMELD Manager Jill Moritz** was unable to attend, she provided a memo relaying that a phone meeting with potential Tribacher Mill purchaser Justin Quinn regarding commercial solar installation at the property was held. She noted that the Electric Commissioners are “on board with helping to make that happen”. The BOS requested Moritz to attend future meeting to provide updates and discuss solar policies.

At this time, as Mary Ann Pease was not yet present, Chairman Baldasaro opened the floor to Recreation Committee members Stephanie Bodendorf and Kathy Engwer. Engwer referenced email sent by committee member Jason Fogue which noted that the shed had been erected at the Emery Street ballfield (work party 3/24-25) and that the Committee had contacted CMELD to install electric service to the shed. CMELD does not want to authorize a connection

unless additional measures are taken to prevent vandalism. Forgue also requested that the Board agree to install cameras and promise to increase police presence while on duty. The Board requested Town Administrator Carlino to work with CMELD Manager Moritz to get service installed at the field. Committee member Kathy Engwer also relayed that there was a great turn-out for the “work party” and approximately 30 people were present. Engwer also informed the BOS that there seems to be water leaking from the “bubbler” – Highway Superintendent Murray to be requested to confirm water is shut off to the field. Engwer also asked if the BOS would agree to allow the Recreation Committee along with Historical Commission members Fay Piergiovanni and Janice Brown to organize the 2018 Memorial Day events. The Board had no objection.

- V. **Mary Ann Pease-Procedural Clarification:** Pease asked if there had been changes made related to the delivery of bi-weekly payroll documentation. Documentation had previously been delivered via UPS to the Chester Town Hall, but is now being delivered to the Treasurer’s home due to a storm related early closing of the Town Hall on a Wednesday (normal UPS delivery day for payroll). Pease noted that while the majority of information included in the payroll documentation is public record, home addresses of employees are not, and should not be accessible to anyone other than the appropriate Town personnel. Discussion followed, and the Board requested Town Administrator Carlino to address the issue and have payroll documentation delivered to the Town Hall.

Pease also noted that the floor had been completed in the basement and Vice-Chairman Huntoon inquired about the worker who was injured while moving items back into the Building Inspectors office. Pease reported that the worker suffered a sprained ankle and knee but would be fine. Pease also updated the BOS regarding the property on Old State Road, she was unsuccessful in locating an existing survey and Chairman Baldasaro suggested she question SBA, the cell tower owner, if they have one available.

Administrative Assistant McClafin informed the BOS that the new shed had been delivered to the Transfer Station. Discussion followed regarding the placement of the shed, stone base, relocation of the recycling containers and lighting. Clerk Senecal feels an additional utility pole may be needed to provide electric service to the new shed and he will review Wednesday. McClafin also noted that the Korean flag had been removed from the auditorium wall as requested by the BOS.

- VI. At this time, Chairman Baldasaro noted that Norma McDonald had notified the BOS that she declined executive session to discuss complaints voiced against her and opened the floor to the topic. Vice-Chairman Huntoon explained that a resident had voiced a complaint of unprofessionalism against McDonald during a public event. McDonald informed the BOS that

she had discussed BOH issues at a recent event but only due to questions posed to her during the event. Chairman Baldasaro asked McDonald if she was happy in her position with the BOH, and McDonald stated that she “loved” it and finds it “fascinating”, but that some aspects could be overwhelming due to the lack of a Health Agent and an open seat on the Board. Additional discussion followed regarding the open BOH position, status of hiring a Health Agent and the difficulty of being a public official. McDonald thanked the BOS and noted that she felt this was a “very good session”.

At this time Treasurer Cheryl Provost entered, and the Board updated her regarding the warrants they were not approving. Vice-Chairman Huntoon asked Provost if a Home Depot account had been established yet. (Huntoon paid for materials for the Recreation Committee ball lot work party as the Town did not have a credit account with Home Depot.) Provost to establish Home Depot credit account.

Clerk Senecal noted that he reviewed the East River Road-MassWORKS grant documentation and found “nothing terrible” but instructed Administrative Assistant to be certain to use MassDOT specifications in the contract documents, indicate “Police Detail” for traffic controls and “firm-up” dates.

Vice-Chairman Huntoon questioned the progress of the proposed Alternative Assessment GRSD billing and Chairman Baldasaro noted that the School Committee voted YES but that now it must be voted on by all towns of the district through Annual Town Meetings.

At this time Town Administrator Patricia Carlino joined the meeting.

- I. **Town Administrator-Pat Carlino:** Carlino clarified procedure regarding submission of invoices as related to questions posed at 3/19/2018 BOS meeting regarding a request for payment made by Historical Society President John Hultman. Carlino noted that The Historical Society must submit invoices or check requests to The Historical Commission who is responsible for approving and submitting warrants. Discussion followed regarding credit account management and procedures. It was suggested that credit card warrants be submitted when the invoice is received rather than waiting for the monthly bill to avoid late fees and interest.

II. **Citizen Comments:**

John Foley asked the BOS about gravel he requested be placed on Abbott Hill and Sylvester Hamilton Roads and to date it had not been done. It was thought that the road may still be too frozen to add materials. Highway Department to review. Foley also noted the roads need to be crowned when graded.

Bob Daley asked if there was a date scheduled for the audit, Carlino noted the auditor stated it would be "in March". Daley also asked about PVPC Feasibility Study results (related to Council on Aging location); Carlino noted Erica Johnson from PVPC would be coming to a BOS meeting either April 2 or 9 to discuss.

Clerk Senecal asked if there was an update on the Hampden Street project, determination made to request information from Erica Johnson when she is here 4/2 or 4/9.

Bob Daley suggested public informational meetings be held to inform voters of the proposed Alternative Assessment GRSD billing prior to Town Meeting dates. Daley also expressed concern about payroll delivery to private home as discussed earlier in the meeting. Discussion followed regarding public postings of payroll warrants acquired via a public records request and applicable charges for records requested. Chairman Baldasaro reiterated that payroll delivery would return to the Town Hall.

There being no further discussion Chairman Baldasaro motioned to adjourned 7:45 p.m., Vice-Chairman Huntoon seconded-unanimous.

NEXT REGULARLY SCHEDULED MEETING 4/2/2018 6:00 P.M.

Minutes respectfully submitted by: Rosanne McClaflin

John Baldasaro – Chairman

Barbara Huntoon – Vice-Chairman

Rene Senecal - Clerk