



TOWN OF CHESTER BOARD OF SELECTMEN
WATER COMMISSIONERS & ZONING BOARD OF APPEALS
15 MIDDLEFIELD RD
CHESTER MA 01011

Monday November 30, 2020 at 6:00pm

Opened meeting in Town Hall Auditorium. Signed minutes and warrants.

Meeting called to order at 6:00 PM

In attendance: Selectboard members John Baldasaro, Richard Holzman and Barbara Huntoon, Administrator Kathe Warden, Administrative Assistant Kathy Engwer, Town Clerk Sister Judith, Animal Control Officer Terry Donovan, members of the public

#1 Discussion and possible vote to award millings contract for Bromley Road.

Packet included letter and email as well as Franklin County Council of Governments bids. Rich Holzman asked the distance to be done on Bromley for this project and Carl responded that it is 6200 feet to be exact. John Baldasaro made a motion to accept the bid for the millings contract from Garrity Asphalt Reclaiming; Rich seconded and all voted aye,

#2 Update on Dog Licenses – Kathe started by saying there will be 1,2-, or 3-year licenses, at least for the next year. The length of the dog license will depend on the rabies certificate. If the rabies is good for one year then the license shall match, two-year rabies will be two-year license, etc. Barbara asked Kathe if the licenses will be issued by the Town Clerk, and Kathe answered yes. Barbara mentioned she called Southwick and the Town Clerk issues dog licenses in that town. Town Clerk Sister Judith stated only one community allows dog officer to do licensing out of 351 state towns or cities. Barbara asked if Animal Control Officer (ACO) Terry Donovan and Sister Judith work things out? Terry responded they did. Sister responded to a degree and followed with a discussion about ACO Terry changing the license application. Sister gave Terry printout from the software, and Sister would send out an application with the census and provide Terry with a copy of the application. Sister states that Terry removed everything that said 3 years for licenses and that is not what they agreed on. Sister proceeded to show Selectboard



a copy of the application that was returned by Terry. John asked if the two of them really could not work this out without involving the Selectboard. Sister replied she thought they had worked it out. John asked why did she not call Terry instead of coming before Selectboard. He stated that people have to work things out, work together and not everything belongs before the Selectboard, and is getting tired of it. Barbara asked Terry why she changed the application and Terry responded that she is totally blindsided by this and had no idea it was such an issue. Terry wants to be clear that she never said that it is not the Town Clerk's job to issue dog licenses. Terry has even been approached at the dump while working for people telling her the Town Clerk is supposed to license dogs and she had no right to say that. Again, her point is she never said that. In fact, the Town Clerk is responsible for selling dog licenses. The Animal Control Officer is the one who has to maintain and enforce that people license their dogs. When Sister came with this application Terry crossed out the 3-year info to just make it simple and not put all the different prices in. Barbara stated the last vote taken at Town Meeting was in favor of 3-year licenses and suggested this issue is revisited at the next Town meeting and update the bylaws then. Barbara ended the discuss for tonight by reminding the Town Clerk she sells the licenses and ACO Terry enforces them so start working together.

#3 Town Administrator Update –

Shared Police Chief Applicants – Received 11 qualified applicants. Committee will be meeting and presenting the 3 candidates who the committee thinks best fit the position. She suggests that the Selectboard prepare a list of questions and the same questions must be asked of all 3 candidates. Blandford will be included in the interview process but should there be tie in voting Chester would make the final decision.

Boiler Repair specs require bidders to come and view boiler first. Have three companies interested and will be meeting each one for their tour of the boiler room.

RE: 10 Middlefield Rd – The Town will have to take insurance out on the building once the Town takes possession of it. A vacant building will double the cost to insure. William Ivy Long cannot get everything out of building, and would like to



consolidate into one room and rent the room from the Town. Building has not closed yet due to Mr. Long dissolving his corporation in North Carolina. That corporation owns 10 Middlefield Rd, so Mr. Long must create the corporation again to transfer the property to Town of Chester. Question raised whether it was insured or can we even ask considering we cannot force him to have insurance. Mary Ann Pease believes there is insurance on the building. The Chester Theater Group has wanted to make board aware that the theater would be interested in permanently renting the first two floors of the Town Hall.

Cultural Council – Kathe met with the State, sending letters out for monies that are left over to have it made available. Must have a committee of at least 5 people and they cannot be elected officials. Discussing about regionalizing, by March will need 1-2 people from each town to make the committee, in order for this funding to continue.

Chester Water Improvement Committee and Dr. Rich Gullick, Contract Modification – would like to trade the Source Water Assessment and Protection (SWAP) report, which the Town has found a recent copy of so does not have to start over. The amount of time that was allotted to the SWAP report will instead be dedicated to Treatment Modification. John made a motion to amend the contract as stated above; Rich seconded and all voted aye.

There is \$35,000 from a years-ago logging operation in an account. Was it specifically earmarked? John says no. Kathe needs money for Administrative Assistant position as well as finishing up Permittees permitting software purchase. Advised to wait until May or June for Town Meeting or Special Town Meeting.

Reminded the Selectboard Liquor License renewals will be up for next meeting. The schedule thus far is December 7th to set tax rate, no meeting on the 14th, and on December 28 to address the bids received on four pieces of land from the sealed bid auction. Will be opening and awarding the bids.

Kathe asked if she could work from home on noon on Mondays when there were Select Board meetings. Everyone was fine with that



Barbara asked about Johnson Hill Road and commented on a great job marking and blocking the runoff. Carl explained that because of the way it was paved the water has run over the edge and caused a major washout, the guardrails are not supported. Plan is to start putting rock over the wall. Road will be closed for a day or two during the process. Barbara asked the road closure be posted on the Website. Carl said people are throwing the signs and moving them. State offered signage. Rich asked Carl if he was feeling good about the equipment and Carl answered that he couldn't answer that, some pieces he feels good about and some not so much. Discussion about not paying Nutmeg bill as Carl does not feel they did the work they charged for. Licensing is just opening up and one highway workers is signed up or attending and other two are waiting for appointment. Talked about some kind of video monitoring system to see condition of the roads. Some kind of weather station, may piggy back from local Wi-Fi if allowable,

Carl asked about Covid money to hire a sub when a full-timer is out due to Covid grant. Kathe said there was money available, the town received \$21,000 in the first round and \$17,500 in the second round. Selectboard told Kathe to apply for any kind of Covid money that is available

There is a discussion about other grants out there, IT, shared streets etc. Kathe mentions that these grants are not a couple hours to write and are very intense to complete the paperwork and it helps when we can get Pioneer Valley Planning Commission to assist in the grant planning since Town does not have a grant writer. Barbara asked where the Economic Development money that was left when the former Economic Director left and could it be used to hire a grant writer.

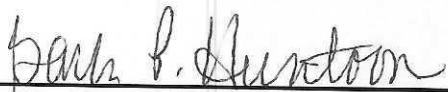
Carl asked again about the progress on the Amazon account? There was no response at all to that question from anyone. Rich asked how we can expedite that Amazon Account, as he has heard that brought up many times. What will it take? Kathe has not looked into it, she thought the treasurer was doing it but apparently not, and now the new treasurer has a Covid issue. Rich asked how difficult can it be? Nobody seems to know where to start. Carl acknowledged that he has been trying to not add to Kathe plate as he knows she is very busy.

Barbara asked where we advertised for the laborer job at Highway, since there have been no applications. Suggested putting it on the web on the free sites, MASS



LIVE, and Craigslist, which is \$20. Also, suggested Indeed or others if not too expensive.

Meeting Adjourned at 6:46



Barbara Huntoon, Chairperson



John Baldasaro, Vice Chairperson



Richard Holzman, Clerk