



Deerfield Selectboard/Board of Health/Sewer Commissioners

January 11, 2023 5:00 pm

8 Conway Street, South Deerfield MA 01373

Pursuant to a notice duly filed with the Town Clerk, a meeting of the Deerfield Selectboard/Board of Health/Sewer Commissioners was held on January 11, 2023 at 5:00 pm at the Deerfield Municipal offices, Main Meeting Room, 8 Conway Street, South Deerfield, MA, Meeting was recorded by FCAT and/or Town of Deerfield Staff. This meeting was held in a **Hybrid** fashion with the opportunity both in person and remote participation in accordance with Chapter 107 of the Acts of 2022 which extended the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c.30A § 20, until March 31, 2023.

Board members present: Tim Hilchey, Trevor McDaniel, and Carolyn Shores-Ness

Also present Kayce Warren, Town Administrator; Chris Nolan, Assistant Town Administrator; Alex White, Health Agent; Lisa Mead, Jay Talerman, and James Martin, Town Counsel; Chief John Paciorek; Kevin Scarborough, DPW Superintendent; Deborah Yaffe, Hannah Yaffe, Lu Vincent; Chris Harris, Friends of Deerfield; Members from the Tilton Library Trustees; and other members of the public.

1. Call to Order
2. Executive Session – 5:00 pm

Motion to enter into executive session Pursuant to G.L. c.30A, §21(a)(3), and subject to the Chairs' declarations and a roll call votes, the Selectboard may meet in Executive Session to discuss strategy for litigation (Judith Rathbone v. Deerfield Planning Board and Deerfield Selectboard, Superior Court Civil Docket #2278CV00032; Judith Rathbone v. Town of Deerfield et al, Superior Court Civil Docket #2278CV00037) if an open meeting may have a detrimental effect on the litigation position of the Town.– Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

The Selectboard returned to open session at 6:05 pm

3. Public Comment – Up to 20 Minutes with each speaker timed at approx. 2 minutes each; see Public Comment Procedure Voted 2/9/2022

Deborah Yaffe: Expressed her thoughts on the Human Rights Committee and concern over employees of the Town presiding on the committee.

Chris Harris: Expressed thanks for the support from the Selectboard and Residents.

Proposed business involvement to have outdoor seating leading up to the fireworks/parade in July.

4. Scheduled Hearings

5. Appearances

- 6:30 pm - Tilton Library Trustees: Recommendation for Establishment of Building Committee, Discussion on Ideas and Timeline for Temporary Library Location During Construction
 - The Board and members of the Trustees discussed appointment of members of the committee whom would focus on the Temporary Library location while construction occurs. MMA Conference could provide an opportunity for gathering support for additional funding.

Motion to appoint Tim Hilchey to be the Selectboard's representative on the Construction Committee – McDaniel

Second: Ness

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

Motion to appoint members of the Tilton Library Temporary Construction Committee as presented– Ness

Second: McDaniel

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

6. Selectboard Reports/Announcements

- June 17th Parade Date Change
- MassDEP Energy Grant Award
- SDWWTP
- MVP Grant Application & Core Group Work

Motion to submit a letter of interest for MVP Grant Applicability – Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

The Selectboard expressed their gratitude to the Friends of Deerfield & 350th Steering Committee for all their hard work on the Jubilee Celebration.

7. Board of Health/Health Agent Discussion Items/Reports/Announcements

- WWTP Water Testing
- Covid-19 & Flu Update
- Board of Health Agent Hours
 - Discussion on Health Agent hours to be further explored and a potential update to the job description to reflect up to date hours, benefits, etc.

8. Minutes – October 19,25; November 2, 9, 16, 30; December 7, 14, 2022

Motion to approve the minutes from October 19, 2022 – McDaniel

Second: Ness

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

Motion to approve the minutes from October 25, 2022 – McDaniel

Second: Ness

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

Motion to approve the minutes from November 2, 2022 – McDaniel

Second: Ness

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

Motion to approve the minutes from November 9, 2022 – McDaniel

Second: Ness

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

Motion to approve the minutes from November 16, 2022 – McDaniel

Second: Ness

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

Motion to approve the minutes from November 30, 2022 – McDaniel

Second: Ness

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

Motion to approve the minutes from December 7, 2022 – McDaniel

Second: Ness

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

9. Discussion/Decision Items

- Ad Hoc Human Rights Committee; Consideration of appointments
 - Robyn Maislin
 - Grant Bialek
 - Hannah Yaffee
 - Deborah Yaffee
 - Jennifer Bartak
 - Shawn Durret
 - David Wolfram
 - Charlene Galenski
- The Board taking Public Comment into consideration, support committees which maintain differing viewpoints and backgrounds. Without this critical value at its core, a Human Rights Committee could not be as effective. Town Employees may pose a concern, although if their heart is truly invested into the Committee there cannot be a concern.

Motion to appoint members to the Ad Hoc Human Rights Committee as presented – Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

- Sewer Abatements – 208A North Main Street, 72 North Main Street
 - Further investigation into 208A North Main Street would occur to confirm details of the property prior to issuance of an abatement.
- Signatures for Legislative Acts

Motion to authorize the Chair to sign the Legislative Acts Documentation – Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

- Approval of 'Buy Recycled' Policy

Motion to approve the 'Buy Recycled' policy – Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

- FY2024 Budgets
 - Tennis Court, CPA Funding, Boiler Replacement, Roof, Remodel of Elementary School, SCEMS Increase, Ambulance, Personnel Manual, Improvements to Town Hall Building, & Audio Equipment were briefly discussed to begin consideration for the upcoming budget.
- Approval of Full-Time Hours for Senior Center Outreach Coordinator
 - The Board expressed appreciation for Ms. Remillard and her work as the Senior Center Director with all the improvements, programs, and participation increases through the year. Growing the number of hours for Chris Goudreau would free up Jennifer for further improvements in the Center.

Motion to support an increase to Full-Time Hours for Senior Center Outreach

Coordinator – Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

- Authorization of Contract Signatory for Franklin Regional Council of Governments Highway Program FY24

Motion to authorize Kevin Scarborough as the Contract Signatory for FRCOG Highway Program FY24– Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

- Authorization of Letter: Transfer Station Can-Picking Complaint
 - Scarborough discussed Can Picking theft from donation receptacles at the Transfer Station and requested a formal letter from the Board to certain individuals to stop the inappropriate behavior.

Motion to authorize a letter to be crafted and sent to be signed by the Board – Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

- Clarification of Annual Report Requirements – Sewage Notification 314 CMR 16.00
 - Nolan discussed working with Civic Engage to allow Residents to sign up for notifications regarding an overflow at the WWTP.
- Placeholder: General Appointments

10. Mail

- WWTP Upgrade Costs Letter 175 Lower Road

11. Town Administrator's Report/Updates

- Warren discussed Community Compact Best Practice Grant Awards for a Personnel Manual & Assessment for Diversity, Equity, & Inclusion. DTLA Grant writing support from the FRCOG with potential for an update to the Master Plan. Consideration for pushing back Town Meeting to allow for the Governor's Budget to be implemented & allow time for these numbers to be considered.

12. Items Unanticipated 48 hours prior to posting **The matters listed are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed, and other items listed may also be brought up for discussion to the extent permitted by law.*

- Time Capsule Display

13. Upcoming Regular Meetings: Jan. 25; Feb. 8, 22, 2023

14. Adjourn

Motion to adjourn at 8:30 pm – Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye, (3-0-0)

Respectfully submitted,

Alex Herchenreder

Documents List:

- Selectboard/Board of Health/Sewer Commissioners Agenda, 01/11/2023
- Selectboard/Board of Health/Sewer Commissioners Packet, 01/11/2023