



Deerfield Selectboard/Board of Health/Sewer Commissioners

April 19, 2023, 5:30 pm

8 Conway Street, South Deerfield MA 01373

Pursuant to a notice duly filed with the Town Clerk, a hearing of the Deerfield Selectboard/Board of Health/Sewer Commissioners was held on April 19, 2023, at 5:30 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, 2025.

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

Also present Kayce Warren, Town Administrator; Chris Nolan, Assistant Town Administrator; Brenda Hill, Town Accountant; Julie Chalfant, Beth Brown, Jim Cambias, Mark Brennan, Finance Committee; Chris Harris; and other members of the public.

1. Call to Order
2. 5:30 pm – Joint Discussion with Finance Committee; FY2024 Budget, ATM Warrant Discussion with Finance Committee
 - The Finance Committee and Selectboard discussed SCEMS Budget, Article for Moving Annual Town Meeting to a weekend, Special Town Meeting in the Fall, Opioid Settlement Funding,
3. Public Comment – Up to 20 Minutes with each speaker timed at approx. 2 minutes each; see Public Comment Procedure Voted 2/9/2022.

Rocky Foley: Reminder that on June 17th the 350th Celebration Parade would occur beginning near Mount Sugarloaf and ending at Frontier Regional High School. The Steering Committee and Parade Group are still seeking volunteers and applications for the parade.

Chris Harris: Updated the Board on Fireworks Progress and was seeking approval for further steps in organizing the events in June.

Motion to support the State Fire Marshall's Plan as presented noting the South County EMS, South Deerfield Fire Station, and Northern Park Parcel may be within the Fireworks Safety Zone – Ness

Second: Hilchey

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

Motion to send an invitation to Maura Healy, Kim Driscoll, Rural Affairs Director, AG Commissioner to participate in the Parade– Ness

Second: McDaniel

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

4. Scheduled Hearings
5. Appearances
6. Selectboard Reports/Announcements
 - Deerfield 2030 Yard by Yard
7. Board of Health/Health Agent Discussion Items/Reports/Announcements
 - Mosquito & Tick Caution and Reminder for Awareness
8. Minutes – 04/11/23 & 04/05/23
9. Discussion/Decision Items
 - Leary Lot Update
 - Warren & Nolan updated the Board regarding the Leary Lot improvements with information from Town Counsel noting an ANR from the Planning Board would be necessary to complete purchase and sale. EV Charger(s) placement noted from Universal Electric could be located along the fence line near Berkshire Brewing Company. Further Outreach of businesses and residents would need to occur to gain strength around the proposed project.

Motion to approve the Contract between the Town of Deerfield and Berkshire Design Group for engineering of the Leary Lot – McDaniel

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

- Annual Town Meeting Warrant, Motions, FY2024 Budgets
 - Warren presented updated information regarding the FY24 Budgets and clarified figures as previous numbers had been revised.

Motion to approve the Treasurer Collector Expense as presented – McDaniel

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

Motion to approve the transfer for shortfall in Snow and Ice Removal Expense as presented – McDaniel

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

Motion to approve the transfer for South County Emergency Medical Services Enterprise Fund as presented – McDaniel

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

Motion to approve Police Department Payroll as presented – McDaniel

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

Motion to approve Police Department Payroll as presented – McDaniel

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

Motion to approve Police Department Expense as presented – McDaniel

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

Motion to approve Police Department Cruiser Expense as presented – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 1 as written – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 2 as written – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 3 as written – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 4 as written – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 5 as written – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 6 as written – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 7 as written and discussed – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 8 as written – McDaniel
Second: Ness **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 9 as written – McDaniel
Second: Ness **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 10 as written – McDaniel
Second: Ness **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 11 as written – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 12 as written – McDaniel
Second: Ness **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 13 as written – McDaniel
Second: Ness **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

Motion to approve Article 14 as written – McDaniel
Second: Ness **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

The Board would pass over Article 15 and discuss 16 & 17 at Town Meeting if applicable.

Motion to approve Article 19 as written with corrections from Town Counsel – McDaniel
Second: Hilchey **Vote: Hilchey – aye, McDaniel -aye, Ness – aye, (3-0-0)**

- Mosquito District Rental of Town Space; Agreement & Signatory Authority
 - The Board discussed rental of 1888 Building for the Mosquito District to utilize the space as necessary. A consensus was reached to pursue discussions via the Town Administrator and return to the Board with a more formal agreement for review.
- Franklin Regional Retirement Board – added 2% Cost of Living Adjustment
 - The Board was in support of the increase as Social Security had an approved increase in pay due to rising inflation and the overall cost of living spike. Further discussion would occur with the Finance Committee and a formal vote would take place.
- South Deerfield Wastewater Treatment Facility Phase 1 Upgrades – Change Order No. 10 for Review/Signature
 - McDaniel reiterated discussions on the proposed Change Order noting retaining Waterline Industries at the site would continue to streamline the process, utilization of Grant funding opposed to seeking fresh capital, and overall improvements/redundancies to reduce risk of down time contributed to a positive impact if approved.

Motion to approve Change Order 10 as presented– McDaniel

Second: Ness

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

- Weston & Sampson Engineering Services Proposal – Old Deerfield Wastewater Treatment Plant Options
 - Discussion on who would bear responsibility for payment for additional review of the ODWWTP plans would occur at a future meeting upon receipt of further information from Non-Profits.
- House amendments for Sewer Operations Special Legislation language
 - Nolan discussed clerical error in submission to the Attorney General’s office, corrections have been made and after review from Town Counsel would be resubmitted.
- Pocumtuck Valley Memorial Association Agreement – Storage of Historical Records
 - The Board discussed a change to the agreement between PVMA and the Town adding an insurance clause for ability to reproduce if applicable documents.

Motion to approve the Memorandum of Agreement for Storage of Deerfield’s Historic Town Records between the Town of Deerfield and Pocumtuck Valley Memorial Association as presented – McDaniel

Second: Ness

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

- Example (STAM/Carlisle) Legislative Priorities
 - Warren presented priorities from STAM Meetings for the Board to consider including assistance for Town Clerks, Chapter 90 Funding, Municipal Building Assistance, Hybrid/Remote Meetings, and Payment In-lieu of Taxes. Overlap with Rural Policy Advisory Committee priorities was apparent.
- Placeholder: General Appointments – Wendy Houle Interim Town Clerk

Motion to appoint Wendy Houle as interim Town Clerk – McDaniel

Second: Ness

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

- Placeholder: Employment Policies -
10. Mail
 11. 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.*
 12. Upcoming Regular Meetings: May 3,17,31; Jun. 14,28, 2023
 13. Adjourn

Motion to adjourn at 8:56 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, April 19, 2023
- Selectboard/Board of Health/Sewer Commissioners Packet, April 19, 2023