



Deerfield Selectboard/Board of Health

June 1, 2022 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 was held on June 1, 2022 at 5:00 pm at the Deerfield Municipal offices, Main Meeting Room, 8 Conway Street, South Deerfield, MA, Meeting was recorded by FCAT. Meetings normally held at the Municipal Offices are being held in **hybrid** fashion, with adequate, alternative means of public access, and where required, public participation provided, in accordance with the Governor Baker's June 16, 2021; Act Extending Certain COVID-19 Measures Adopted During the State of Emergency, including an extension of the remote participation provisions of his March 20, 2020 Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A §20.

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

Also present Kayce Warren, Town Administrator; Jennifer Gannett, Assistant Town Administrator; Alex White, Health Agent; Denise Mason, Chair of the Connecting Communities Initiative; and other members of the public.

1. McDaniel calls the meeting to order at 5:02 pm
2. 5:05 pm Executive Session

Motion to enter executive session for the following item: - Hilchey

- *Pursuant to G.L. c.30A, §21(a)(3), and subject to the Chairman's declaration and a roll call vote, the Selectboard will meet in Executive Session to discuss strategy with respect to collective bargaining with MASSACHUSETTS COALITION OF POLICE, I.U.P.A., AFL-CIO (Police) and UPSEU (Highway) if an open meeting may have a detrimental effect on the bargaining position of the Town.*

Second. Ness

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

The Selectboard returns to open session at 6:12 pm

3. Public Comment – Up to 20 minutes with each speaker timed at approx. 2 minutes; see Public Comment Procedure voted 2/9/2022
4. Schedule Hearings
5. Appearances
6. Selectboard Reports/Announcements

- Senior Housing Survey Deadline Extended to June 30th
- SDWWTF Update 50% Completion of Phase 1
- Selectmen’s Association Meeting on June 14th
- Homeland Security Cyber Security Funding Potential
- Soil Health Statewide Program Potential

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

- Title 5 Inspections Update
- Regional Health Directors Meeting
- DPH Antigen Covid-19 Testing
- Covid-19 Update
- NACCHO Grant Contract for Signatory Authorization

Motion to accept and authorize the Town Administrator sign the NACCHO Grant as of May 26th, 2022- McDaniel

Second: Ness

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

8. Minutes

9. Discussion/Decision Items

- SDWWTF Upgrades Loan for Approval and Signature

Motion to approve the loan documents and approve motions as presented-Hilchey

Second: Ness

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

- WWTP Deerfield SSO Notification Plan Draft for Review

Motion to approve and have the chair sign upon completion of the plan-Ness

Second: Hilchey

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

(3-0-0)

- Memorandum of Agreement with Massachusetts Coalition of Police, I.U.P.A., AFL-CIO (Police Officers Unit)

Motion to approve the agreement between the Town of Deerfield and Massachusetts Coalition of Police, I.U.P.A., AFL-CIO subject to ratification and funding- McDaniel

Second: Ness

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

- Shared Streets & Spaces Grant for Approval and Signatory Authorization
 - Engineering and Construction Work approved for grant funding through the program. Mason updates the board on the Community One Stop Grant and the submittal of the grant application.

Motion to authorize the Town Administrator as the signatory for the Shared Streets & Spaces Grant for \$113,000- Ness

**Second: McDaniel
(3-0-0)**

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

- One Day Liquor License: Holy Family Parish Picnic

Motion to approve One Day Liquor License for June 25th Holy Family Parish Picnic and wave the application fee- Ness

**Second: McDaniel
(3-0-0)**

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

- ZBA Requests for Comment SB/BOH – Special Permit Application, 951 River Road;
 - Gannett provides background information on the permit from the pre-application meeting. The applicant provided list of items to be stored on the lot as well as pictures of the yard outlining the location.

Motion to submit comments on behalf of the Selectboard to recommend the contractors yard be maintained- Ness

**Second: Hilchey
(3-0-0)**

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

- Placeholder- Appointments: Resignations – Annual Appointments; Brulotte Resignation

Motion to appoint the list of police officers as presented by Chief Paciorek- Ness

**Second: McDaniel
(3-0-0)**

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

Motion to appoint the list of emergency services employees as presented by Zackary Smith, SC EMS Director- Ness

**Second: McDaniel
(3-0-0)**

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

Motion to appoint Sean Libbey to the Conservation Commission effective June 1, 2022 to June 30, 2025- Ness

**Second: McDaniel
(3-0-0)**

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

Motion to appoint Ralph Healy and Robert Decker to the Deerfield Economic Development & Industrial Corporation for the term effective June 1,2022 to June 30, 2025- Ness

**Second: McDaniel
(3-0-0)**

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

Motion to accept the resignation of Sue Brulotte effective June 10, 2022- Ness

***Second: McDaniel
(3-0-0)***

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

- Placeholder: Policies – Remote Work
 - Warren discusses drafting Remote Work Policy to support staff and utilize for performance assessment. The legislation is still in public comment period for the hybrid meeting/remote work, thus planning cannot occur until concrete decisions are made.

10. Mail

- DER Committee Thank You
- Eversource Energy Program Webinar
- FED Energy Reg Comm 5.23.22
- FED Energy Reg Comm
- FED Energy Reg Comm 6.1.22
- Eagle Brook School Gift

11. Town Administrator’s Report/Updates

- Warren explains staffing challenges and responding to public comment from the Tilton Library Trustee Joint Meeting. The Leary Lot and Hamshaw Lumber discussion will occur between the Building Commissioner and the Engineer(s) in the short term until both staff members return to work from vacation. TIF Group meeting will occur this week for Nupro and an agreement needs to be in place for the fall Town Meeting.

Motion to authorize the Town Administrator to hire a temporary Administrative Assistant – Ness

***Second: McDaniel
(3-0-0)***

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

12. Items Unanticipated 48 hours prior to posting

- Inspections Administrative Assistant Job Description for Approval, Hiring Process

Motion to approve the Administrative Assistant Job Description and authorize the Town Administrator to begin the hiring process – McDaniel

***Second: Ness
(3-0-0)***

Vote: Hilchey – aye, McDaniel – aye, Ness – aye,

- Re-Organization of Board
 - Warren suggests the board to identify a clerk and a vice chair of the board for purposes of signature authorization.

Motion to nominate Tim Hilchey as the Clerk and Carolyn Shores-Ness as the Vice Chair- McDaniel

***Second: Hilchey
– aye, (3-0-0)***

Vote: Hilchey – aye, McDaniel – aye, Ness

13. Upcoming Regular Meetings -June 15, 29; July 13, 27; August 10, 24; September 7, 21, 2022

14. Adjourn

Motion to adjourn at 7:43 pm- Hilchey

Second: Ness

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

Respectfully submitted,

Alex Hercheneder

Documents List:

- Selectboard/Board of Health Agenda, 06/01/2022 rvsd1
- Selectboard/Board of Health Packet, 06/01/2022