



## Deerfield Selectboard/Board of Health

August 10, 2022 6:00 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 August 10, 2022, at 6:00 pm at the Deerfield Municipal offices, Main Meeting Room, 8 Conway Street, South Deerfield, MA. Meeting was recorded by FCAT. This meeting was held in a **hybrid** fashion with the opportunity for both in-person attendance 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; Julie Chalfont, Chair of the Town Buildings Advisory Committee; Candace Bradbury-Carlin, Nancy Maynard, from Tilton Library Trustees; Analee Wulfkuhle, Denise Mason; and other members of the public.

1. McDaniel calls the meeting to order at 6:02 pm
2. Public Comment – Up to 20 minutes with each speaker timed at approx. 2 minutes; see Public Comment Procedure voted 2/9/2022
3. Schedule Hearings
4. Appearances
5. Selectboard Reports/Announcements
  - Church Renovation Options – Solar Potential
6. Board of Health Reports/Health Agent Discussion Items/Reports/Announcements
  - Covid Precaution Reminder & Vaccination Clinic August 25<sup>th</sup>
  - Mosquito Testing & Monitoring
  - Title 5, Percolation Testing, Food Truck Inspections @ Tree House, School Annual Inspections
  - NACCHO Grant Meeting & Submittals
7. Minutes
8. Discussion/Decision Items
  - 1888 Building OPM Contract for Review and Approval; Julie Chalfant
    - Chalfant spoke to the discussions held with P3 Contractors and reviewed the scope

of work. The board was in support of the work done and commended Chalfant for her hard work.

***Motion to approve the P3 OPM Contact and have the board sign- Ness***

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

- CCC Licensing – Ember Gardens

***Motion to approve the chair to sign Ember Garden’s CCC Notice of Marijuana Establishment document as presented- Ness***

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

- SDWWTP Upgrades Project – Potential Change Order(s) for Approval and Signature
  - McDaniel spoke to utilizing most of the existing contingency and work on change orders previously discussed. The board wanted to schedule a meeting with the engineers to discuss going out to bid and the timing of said RFQ. Retaining extra contingency funds would allow for the potential utilization for extra projects on the site.

***Motion to approve the change order for the amount \$3,928,823.50 and authorize the Town Administrator to sign- Ness***

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

- Grant Writing Services for upcoming round of Community One-Stop – Underutilized Buildings
  - Warren and Hilchey described the potential for Grant Writing for the Community One-Stop submission for the December round of funding. Ness was in support of seeking additional funding for the 1888 or the Church renovations.
- September Primary Election Warrant

***Motion to approve the 2022 State Primary Commonwealth of Massachusetts Election Warrant as presented - McDaniel***

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

- Special Town Meeting Warrant

***Motion to declare the Warrant for Special Town Meeting Open (currently scheduled for October 24, 2022 at 7:00 pm in the Frontier Regional School Auditorium) with the intent to close said Warrant on September 30, 2022- Ness***

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

- ZBA Request for Comments – 951 River Road (Doug Ryan)
  - McDaniel & Warren discussed researching a County Way that may have been

discontinued as there was some question regarding ownership. The board will discuss further at another meeting.

- Placeholder: SB Policies - Telecommuting
- Placeholder: Appointments/Resignations- Carlene Hamlin, Burial Agent

***Motion to appoint Carlene Hamlin as the designated Burial Agent and have the Board of Health Chair sign - McDaniel***

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

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

#### 9. Mail

- Interim Town Clerk Reports – Election Updates
- DPC ODWWTF Alternatives
- Town Counsel – Cannabis Equity Act
  - The board discussed a document submitted by counsel synthesizing the Cannabis Equity Act and are disappointed by the actions of the State after all the hard work completed by small communities.
- Confidence Analytics HCA
  - Warren seeks the boards support to work with counsel on adapting the HCA to the potential legislation in the Statehouse. The board was in support of Warren’s work with counsel.
- ZBA Request for Comments – VESH
  - Ness wanted to know whether a current delineation for the property is being undertaken.

#### 10. Town Administrator’s Report/Updates

- Warren discussed the end of the Fiscal Year and securing Free Cash Certification with the Town Accountant. An outstanding Grant reimbursement from Eversource is still lingering and final report will need to be completed as soon as possible. NUPRO TIF document work is ongoing, and a draft is in the work.

#### 11. Items Unanticipated 48 hours prior to posting

- Conveyance Vote for “Oxford” Property sale Nupro, LLC and Deeds

***Motion to Convey the Property shown as Parcel 2-1 and Parcel 2-2 on a Plan entitled “Plan of Land in Deerfield, Massachusetts Prepared for The Town of Deerfield” Scale 1” = 50” prepared by Heritage Surveys, Inc., dated August 21, 2020 and endorsed by the Deerfield Planning Board on September 10, 2020 and recorded with the Franklin County Registry of Deeds in Plan Book 148, Page 007 - McDaniel***

***Second: Hilchey***

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

**Motion Pursuant to votes on Articles 5 and 6 of the December 8, 2014 Special Town Meeting the Selectboard approves the conveyance and transfer of the Land containing 7.971 acres of land, more or less, situate in the Town of Deerfield, County of Frank, Commonwealth of Massachusetts, shown as Parcel 2-1 on a Plan entitled "Plan of Land in Deerfield, Massachusetts Prepared for The Town of Deerfield" Scale 1" = 50" prepared by Heritage Surveys, Inc., dated August 21, 2020 and endorsed by the Deerfield Planning Board on September 10, 2020 and recorded with the Franklin County Registry of Deeds in Plan Book 148, Page 007 (the "Plan") in consideration of \$450,000.00 to Nupro LLC and also approves the conveyance and transfer of the Land containing 0.924 acres of land, more or less, situate in the Town of Deerfield, County of Frank, Commonwealth of Massachusetts, shown as Parcel 2-2 NOT A BUILDING LOT on the Plan in consideration of \$62,500.00 to said Nupro LLC. - McDaniel**

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

**Motion the Selectboard authorizes Trevor McDaniel to enter into and execute on its behalf any and all documents necessary to effectuate the transfer of the land as presented- Hilchey**

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

- Tilton Library Trustees
  - Bradbury and Maynard shared the updated project cost for the Tilton Library project to the Board. Hilchey asked clarifying questions regarding any discussion of cost reduction and anticipated fundraising goal. Ness shared information regarding funding based on prior to Covid-19 where now the costs are significantly higher. The potential for additional State funding should be pursued together with other municipalities that were on the waiting list for funding. Hilchey brought up an interest expressed by Lt. Governor Polito's office to support the Campus Project including the Library.

12. Upcoming Regular Meetings- August 24; September 7,21, 2022; October 5, 19, 2022.

13. Adjourn

**Motion to adjourn at 7:52 pm – Ness**

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

Respectfully submitted,

Alex Hercheneder

Documents List:

- Selectboard/Board of Health Agenda, 08/10/2022
- Selectboard/Board of Health Packet, 08/10/2022 rvsd 2

Approved October 12, 2022