



Deerfield Selectboard/Board of Health

January 26, 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 January 26, 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 remotely, with adequate, alternative means of public access, and where required, public participation provided, in accordance with the Governor's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law M.G.L. c.30A § 20.

Board members present: David Wolfram, Trevor McDaniel, and Carolyn Shores-Ness (Arrived at 5:15pm)

Also present Kayce Warren, Town Administrator; Brian Winner, and Kate Federoff Town Counsel; John Paciorek, Chief of Police, Chris Curtis, MVP Consultant, and members of the public.

1. Wolfram calls the meeting to order at 5:06 pm
2. Executive Session 5:10 pm

Motion to enter executive session pursuant to the following items: - McDaniel

- *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 litigation (Billings, et al. v. Town of Deerfield, et al., Land Court Docket No. 21 MISC 000597) if an open meeting may have a detrimental effect on the litigation position of the Town; and*
- *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; and*
- *Pursuant to G.L. c.30A, §21(a)(2) the Selectboard will meet to conduct strategy sessions in preparation for negotiations with non-union personnel or contract negotiations with the Town Administrator if an open meeting may have a detrimental effect on the bargaining position of the Town; and*
- *Pursuant to G.L. c.30A §(a)(6) the Selectboard may meet to consider purchase, exchange, lease; or value of land (Town of Deerfield Assessors Map 168 Lot 21, parcels 2-1, 2-2) if an open meeting may have a detrimental effect on negotiating position of the Town*

Second: Wolfram
0-1)

Vote: Wolfram – aye, McDaniel – aye, Ness – Arrived at 5:15; (2-

The Selectboard returns to open session at 7:50pm

3. Schedule Hearings

4. Appearances

- 6:30 pm – Ember Gardens, Cannabis Establishment, 198 Mill Village Road, Deerfield MA (Postponed)

5. Selectboard Reports/Announcements

- 350th Update and Request for Volunteers

6. Board of Health Reports/Announcements

- Covid-19 Updates, Emergency Measures/ Policies
 - White shows slides regarding Massachusetts Covid-19 Data from the DPH Health Dashboard and Deerfield Positivity Rate. Recommended vaccinations, continued mask wearing, and handwashing. The Board will review the Mask Mandate again in two weeks.

7. Minutes

8. Discussion/Decision Items

- BOH Fee changes for review and approval
 - White shows the updated Fee List related to the Board of Health he has crafted with assistance from staff. McDaniel is concerned with the Mobile Food Truck fee cost as it may be difficult for a truck to make enough money for a one-day event for example. White explains that the fee is reflective of the work being completed to ensure that the fees will cover the costs.

Motion to approve the Town of Deerfield Board of Health Fee Schedule as presented- McDaniel

Second: Ness

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

- SDWWTP Phase I Upgrades Change Order #2
 - McDaniel provides an update as Eversource has provided information regarding the transformer and concrete pad for the WWTP. DPC is supportive and USDA has provided the funding to move forward the implementation. Two change orders requested \$27405.56 and \$9488.65 respectively.

Motion to approve WWTP Change orders #9 and 7 for \$36894.21 - McDaniel

Second: Ness Vote: Wolfram – aye, McDaniel – aye, Ness - aye; (3-0-0)

- Renewal of MSP Dispatch Services MOU
 - McDaniel explains assistance provided at no charge and has been ongoing for five years. Ness is the Municipal Representative of the Shelburne Falls Control Board and is in support for the assistance.

Motion to approve the renewal of the MSP Dispatch Services MOU to give authority and jurisdiction over the Public Safety 911 Dispatching - McDaniel

Second: Ness Vote: Wolfram – aye, McDaniel – aye, Ness - aye; (3-0-0)

- Vote to discontinue certain special funds- Municipal Building, Land Preservation, Veteran's Funds
 - Warren discusses recommendations from Hancock prior to her leaving to close these accounts as there are limited funds. These would revert into the General Fund. The Veterans fund would be reviewed and discussed at subsequent meeting.

Motion to close the Municipal Building, Land Preservation, and Insurance Indemnity Funds - McDaniel

Second: Ness Vote: Wolfram – aye, McDaniel – aye, Ness - aye; (3-0-0)

- District Local Technical Assistance Request Submission
 - McDaniel reviews his priorities for assistance including Grant Help (ARPA), Senior Housing Assessment, Human Resource Management (School/Regional Assistance), WWTP & DEP Operator Training, Master Plan Update, and Regional Planner. Ness includes Senior Housing and Human Resource Management. Wolfram prioritizes Senior Housing and WWTP Operators. The board agrees with the choices of each member. Warren suggests a vendor contract with HR Services and a handbook should be created prior to moving forward as Regional and County wide discussions have occurred with no movement.

Motion to close the Municipal Building, Land Preservation, and Insurance Indemnity Funds - McDaniel

Second: Ness Vote: Wolfram – aye, McDaniel – aye, Ness - aye; (3-0-0)

Denise Mason: She provides an update with Grant Writing staff opportunities from the Community One Stop for Growth Program.

- Letter of Support for Acquisition of land by Division of Fish & Game
Motion to submit a letter of support and authorize the chair to sign-Ness
Second: Wolfram Vote: Wolfram – aye, McDaniel – aye, Ness - aye; (3-0-0)

- Designated Member – North Main Street Park Project
Motion to appoint Carolyn Shores-Ness to be the designated member for the North Main Street Park Project- Wolfram
Second: McDaniel Vote: Wolfram – aye, McDaniel – aye, Ness - aye; (3-0-0)

- Digitization of Historic Documents located in Senior Center
 - Warren provides an update from discussions with FEMA and Secretary of State. Additionally, staff has reviewed the location where the documents are located and following recommendations from the State to move into cold storage for the time being to then assess the condition as soon as possible.

- Prospective MVP Grant Projects
 - McDaniel is concerned that staff is underwater with the work currently, Ness is supportive of moving forward as it will reduce the burden on the taxpayers. Curtis discusses listed projects in support of the larger theme in Town. The board agrees that additional staffing is necessary for the application. Warren asks whether there is a conflict if DPC submits a letter on behalf of the Town for MVP. Curtis clarifies that the letter is a opportunity for feedback for the Town to see if they will receive funding for the proposed projects.
 - Curtis makes the board aware the Climate Forum on April 2nd at Frontier Regional.
Motion to submit a letter of interest for MVP grant for the Leary Lot and Flood Resiliency for the WWTP- Ness
Second: Wolfram Vote: Wolfram – aye, McDaniel – Abstain, Ness - aye; (2-0-1)

- Placeholder: FY2023 Budgets, budget meetings
 - Warren has delegated Gannett to assist with Contracted Services Budget Item. Further discussion on the Board’s budget is necessary is recommended by Warren and the Board. Legal, Insurance, IT, etc. are all discussed briefly.

- Placeholder: Annual/other Permits for approval

- Placeholder: Purchase & Sale agreement, Nupro LLC (Map 168 Lot 21, parcels 2-1, 2-2)

for approval and signature

- Placeholder – Appointments

Motion to accept the resignation from the Personnel Board by Jennifer Reynolds-Ness

Second: McDaniel

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

9. Mail

- DEDIC Letter
- CPC Draft Application for Senior Center to be discussed further at the next meeting

10. Town Administrator’s Report/Updates

- Warren speaks to current items on her radar including CPC Spreadsheet for Prioritization, CCI Conceptualization for Natalie and Joe, SCSC Building water damage, welcomes Jennifer Remillard as the Senior Center Director along with appreciate support from Whately and Sunderland to work with Remillard.
- A lease document is in progress with Father John for the Senior Center to have a home for the time being.
- Coordination with the Assistant Superintendent at Public Works
- Grant Administration/Additional Meetings/Project Management/Scheduling for Meetings Challenges

11. Public Comment

McDaniel proposes and reads a document on having public comment based on the items on the agenda in the beginning of the meeting to manage the overall time of the meetings.

Wolfram asks for public comment

Jennifer Remillard: Expresses her opinion in support of the proposal from McDaniel and is in favor of having public comment prior to voting.

Analee Wulfkuhle: Expresses her thoughts that the Planning Board adopted the 2 minute limit and has had success.

12. Items Unanticipated 48 hours prior to posting

13. Upcoming Meeting –February 9, 23; 2022

14. Adjourn

Motion to adjourn 10:00 pm- McDaniel

Second: Ness Vote: Wolfram – aye, McDaniel – aye, Ness - aye; (3-0-0)

Documents List:

- Selectboard/Board of Health Agenda, 01/26/2022
- Selectboard/Board of Health Meeting Packet 01/26/2022

Approved August 24, 2022