



Deerfield Selectboard/Board of Health

April 20, 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 April 20, 2022 at 6:00 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: David Wolfram & Trevor McDaniel,

Also present Kayce Warren, Town Administrator; Jennifer Gannett, Assistant Town Administrator; Brenda Hill, Town Accountant; Alex White, Health Agent; Julie Chalfant, Finance Committee Chair; Justin Skelly, DPC Engineering; and other members of the public.

1. Wolfram calls the meeting to order at 6:05 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
 - 6:15 pm – Annual Town Meeting Information Session
 - Hill and Chalfant share a slide show of the Budget Overview providing highlights for the fiscal year 2023. Finance Committee analysis shows personnel costs have increased and tend to outpace the 2.5% cap for budgeting. Additionally, Federal Grant funds to provide a stop gap for capital expenditures but are not a long-term source for funding.
 - Warren shares a slide show outlining the Town Meeting Warrant Articles briefly highlighting articles spending time on certain topics including omnibus budget, classification compensation plan, collective bargaining, WWTP Enterprise fund, SCEMS Enterprise Fund, ARPA Funding Utilization for FY22 Capital Projects, CPA Funding,
 - McDaniel speaks to the WWTP upgrades and the effect on the sewer rates. Further discussing Phase 1 & 2 portions to the overall project with the costs line by line.

Skelly speaks to the completion of the two phases will assist the Town in meeting permit requirements for many years and commends McDaniel on the summary.

5. Selectboard Reports/Announcements
6. Board of Health Reports/Health Agent Discussion Items/Reports/Announcements
7. Minutes
8. Discussion/Decision Items
 - Job Description for Approval: Outreach Coordinator
 - McDaniel speaks to the position as the Outreach Coordinator will provide support for seniors who are unable to reach the Senior Center.
Motion to approve the Outreach Coordinator Job Description for the South County Senior Center- McDaniel
Second: Wolfram Vote: Wolfram – aye, McDaniel – aye; (2-0-0)
 - American Rescue Plan Act (ARPA) Vote
Motion to choose the Revenue Replacement Option for all funds received from the American Rescue Plan Act of up to the standard allowance as followed in the final rule to be put towards government services beginning April 1st, 2022 established through the Coronavirus State and Local Fiscal Recovery Funds- McDaniel
Second: Wolfram Vote: Wolfram – aye, McDaniel – aye; (2-0-0)
 - Employment Contracts for Approval- Town Accountant, Town Administrator
Motion to approve the Town Administrator Employment Agreement between the Town of Deerfield and Kayce Warren entered in effect on April 20, 2022, for 3 years- McDaniel
Second: Wolfram Vote: Wolfram – aye, McDaniel – aye; (2-0-0)
Motion to approve the Town Accountant Employment Agreement between the Town of Deerfield and Kayce Warren entered in effect on April 20, 2022, for 3 years- McDaniel
Second: Wolfram Vote: Wolfram – aye, McDaniel – aye; (2-0-0)

The board agreed to sign the Town Warrant for the Archive
 - Placeholder- Appointments: Poll Workers, Resignations.
 - Placeholder: Annual/other Permits for approval
9. Mail

- Pan Am Herbicide Application
- FRCOG Letter – Infrastructure Bill
- Thank You Card from Sunderland Energy Committee for Climate Forum

10. Town Administrator’s Report/Updates

11. Items Unanticipated 48 hours prior to posting

- Selectboard Testimony Letter to General Court in Support of Town Clerk & Treasurer/Collector Position
 - Warren describes the work after speaking with state representative aids will be working in conjunction with staff on drafting letters of support for splitting the positions if approved at town meeting.

Motion to sign in anticipation of the Selectboard Testimony Letter of Support to the General Court in support of splitting the Town Clerk/Treasurer/Collector Position- McDaniel

Second: Wolfram Vote: Wolfram – aye, McDaniel – aye. (2-0-0)

- Ember Gardens HCA for Signature

Motion to approve the Ember Host Community Agreement for signature- McDaniel

Second: Wolfram Vote: Wolfram – aye, McDaniel – aye,(2-0-0)

12. Upcoming Regular Meetings –Apr 25; May 4, 18; June 1, 15, 29, 2022;

13. Adjourn

Motion to adjourn at 7:45 pm - McDaniel

Second: Wolfram Vote: Wolfram – aye, McDaniel – aye, (2-0-0)

Respectfully submitted,

Alex Herchenreder

Documents List:

- Selectboard/Board of Health Agenda, 04/20/2022 rvsd2
- Selectboard/Board of Health Meeting Packet 04/20/2022

- Finance Committee FY23 Budget Overview 04/19/2022

Approved July 27, 2022