

Board of Selectmen Meeting
Memorial Town Hall Conference room & Teams

Sept. 22, 2020, 6:00pm
Diana Szynal, Chair
Approved: October 7, 2020

Present: Selectmen Brian Moriarty, Edmund Jaworski, Diana Szynal, Marlene Michonski, Town Administrator,

Selectman Szynal called to order @6:00pm and then read the public forum policy.

Ms. Flaherty, COVID Coordinator called in with an update. The latest letter went out yesterday. School is opened with no new cases. She spoke about Halloween which is not a town-controlled event. A letter was posted on the website, Facebook page, and sent to schools to be emailed out. Police Chief, Fire Chief, Town Administrator and Ms. Flaherty are agreed that masks are expected and 6' distancing. Selectman Szynal said if organizations have questions they can call Ms. Flaherty. Ms. Flaherty won't approve any event inside the school. Selectman Szynal there is no town event so no town decision is necessary. It is safest to put candy in the children's bags, and not let them dig through a bowl. One-way flow for traffic should be used in high risk areas.

Ms. Flaherty addressed recent complaints about mask wearing inside stores. Some people cannot wear masks. Individuals doing food prep need to be wearing gloves but wearing of masks is not in the guidelines. Hatfield has had 22 cases in 7 months so we are doing what we are supposed to. If there is a spike we will re-evaluate.

Announcements

Ms. Szych announced a dog licensing amnesty program. Fees and back charges will be waived for dogs registered by 12/31. The Town Clerk's office can now accept online payments for dog licenses, and vital records.

Ms. Szych spoke about early voting. She asked that residents call her as they may already be in the computer to receive ballots. They will go out the 1st week in October. Selectman Moriarty clarified if you voted in the primary you are registered. In person early voting will take place for 2 weeks prior to the election beginning October 17th and will be at the Fire Department. Information will be up on the website and scrolled on the cable channel.

Selectman Moriarty moved to include Hatfield early voting guidelines including dates and times and locations as an insert to the water bill to go out early October. Selectman Jaworski seconded. The motion was approved.

Selectman Szynal announced Hatfield 350th events: Hatfield Restaurant Night on Friday with live music to be provided and a barn mural driving tour on Saturday. October 3rd is a tractor parade throughout town. Also, a drive-in concert at the Pavilion is planned for October 10th with Trailer Trash to perform. More information is available at Hatfield350.com.

Ms. Michonski thanked Cher Nicholas, Stephanie Slys, and Amy Novak for the historical homes tour on Saturday. Selectman Szynal encouraged people should watch Youtube, and channel 15 for video of the opening of the time capsule.

Police Department – Sgt. Clinton Phillips
Officer Edward Kennedy, is the new Full Time 4-midnight officer, M-F.
James Grant was introduced as a new Part Time officer.

Selectman Jaworski moved to appoint officer James Grant to the Hatfield Police Department. Selectman Moriarty seconded. The motion was approved. Both officers were thanked for joining the force.

Minutes

Selectman Moriarty moved to approve 9-14-20 minutes. Selectman Jaworski seconded. Selectman Moriarty moved to approve 9-14-20 executive session minutes. Selectman Jaworski seconded. Two sets of minutes were approved.

Water/Sewer Abatements

Selectman Moriarty moved to approve 2 abatements as presented. Selectman Jaworski seconded. The motion was approved.

Assessors-

Jenni Polverari, Stan Pitchko, Scott McCoy

Assessors recommended James Lavalley, Jr. to fill the vacancy on the Board of Assessors. This would be until the next election, when a successful candidate would complete the remainder of Ron Punska's term.

Selectman Moriarty moved to appoint James Lavalley Jr to the vacant Assessor's post. Selectman Jaworski seconded. A roll call voted was conducted. Votes were: Selectman Jaworski, aye, Selectman Szydal aye, Selectman Moriarty aye, Mr. Pitchko aye, and Mr. McCoy aye. The motion was approved.

Memorial Town Hall Renovations Update-

Ms. Michonski reported the fire pump remains incomplete. With delivery installation and testing it may be 7 weeks. Fire Chief maintains that no scheduled events should be held in the building with the exception of the election with a fire watch.

Selectman Moriarty moved to ask Fire Chief to have a fire watch on the day of the election for the safety of residents voting that day. Selectman Jaworski seconded. The motion was approved.

Selectman Moriarty explained the reason town hall isn't open is related to the water pump not being activated and is not COVID related.

Liquor License Fees

Ms. Michonski recommended the Board consider adjusting the fee for licensees that are strictly bars and have not been able to open for several months. The Board discussed options for doing this and the need to support local businesses. The Board requested more specifics and perhaps a formula for the next meeting.

Municipal Vulnerability Preparedness Plans-

Ms. Michonski will send additional information and an outline for the workshops to the invitees. Selectman Szydal is signed up. Selectman Jaworski is signed up also.

The Board took a short break at 6:55pm and the meeting recommenced at 7:05pm.

Finance Committee: Darryl Williams, Sean Barry, Kim Baker, Betsy Rider, and Diane Brzozowski, Sharon Strzegowski, Town Treasurer/Collector and auditor, Tony Roselli joined the meeting.

Mr. Roselli addressed the FY19 audit review. He has been working with Hatfield since 2012/13 and said it has been a challenge. Melanson Heath has done a nice job. The audit was done remotely. He complimented the Town and Ms. Strzegowski for providing information quickly. The Town has

turned a corner. He suggested the Town hire a very qualified person or maybe keep Melanson Heath. The next audit will be done in October. Material weaknesses will be gone.

Members of the Finance Committee and Board of Selectmen thanked Ms. Strzegowski, Ms. Dell'Olio, Ms. Palmisano, the Assessors office and Ms. Michonski. Regarding \$50,000.00 that was carried over for several years, Mr. Roselli believes it to be a remnant of days gone by. It should be raised on a tax recap, make an adjustment and bring the balances together. Mr. Roselli and his team were thanked for their guidance and recommendations. He asked to come back at the end of the next audit.

Ms. Michonski, Ms. Palmisano, Laurie Dell'Olio, of Melanson Heath and Ms. Strzegowski met last week. Dell'Olio is here once a month. Snow/ice report has been submitted and CPA surcharge report filed with DOR. Reconciling to GL for FY20 progresses. Mr. Roselli will audit the week of October 15. FY21 local aid is level funded but an increase in assessments means a reduction of \$6394 for FY20.

The need for Special Town Meeting was discussed. Some articles were postponed from Annual Town Meeting and we need to get easements for the Route 5 project and, also rescind a loan authorization as it is now not necessary for the town to borrow this money. Ms. Michonski will send information out to everybody. It is not necessary to have a Special Town Meeting to take out free cash. The need to be cautious was expressed because FY22 may be bad. Town Clerk will be notifying Finance Committee about her costs.

Capital request from Fire Chief. Breathing apparatus need has become more urgent. The full package would be \$169,000, but \$19,000 would be for funding emergency compatible air cylinders. After discussion, Fire Chief Flaherty was advised to spend down his expenses budget and a transfer can be made afterwards from Finance Reserve.

Possible refinancing of an outstanding USDA rural economic development note payable at 5% through 2035 was discussed. Ms. Strzegowski will check if we can refinance at a lower rate but needs to put a 1.6 million borrowing for route 5 into place. We may be locked in to the USDA loan.

Special Town Meeting, possibly to be scheduled after the election was discussed. Prior year invoices for utility bills amounting to around \$5000.00 and easements for the Route 5 project need to be addressed. Ms. Flaherty will do research and consult with the Town Moderator about COVID guidelines for the meeting. She will check if the reduced quorum has expired.

Selectman Moriarty moved to adjourn. Selectman Jaworski seconded. The motion was approved. The meeting ended at 8pm.

Respectfully submitted,

Ki J. Eno
Executive Assistant