

Approved: March 15, 2022

Select Board
Meeting Minutes
March 8, 2022 at 5:30 p.m.
59 Main Street, Hatfield, MA
Virtual GoToMeeting

Present: Select Board Chair Diana Szynal and Members Edmund Jaworski and Brian Moriarty. Also present were Marlene Michonski, Town Administrator; Robert Osley, Chair, Board of Health; David Prickett; Tony Roselli, Auditor; GERALYN RODGERS, Director, Council on Aging; Lydia Szych, Town Clerk; Kyle Scott, Building Inspector/Enforcement Officer; Sharon Strzegowski, Collector/Treasurer; Justin Skelly, DPC; Laurie Dell'Olio, Town Accountant; Eric Meals, Superintendent, Waste Water; Joe Lavallee; Shawn Robinson, Chair, Council on Aging; Alaina Wilcox, Assistant Town Clerk; Darryl Williams, Chair, Sean Barry, Kim Baker, Diane Brzozowski and John Wilkes, Jr., Finance Committee

CALL TO ORDER Chair Szynal called the meeting to order at 5:32 p.m.

PUBLIC FORUM

ANNOUNCEMENTS Chair Szynal extended her congratulations to the Hatfield sports teams that have gone on to tournament. Great job. Selectman Jaworski reminded everyone that clocks spring ahead this weekend and check your smoke detectors.

APPROVAL OF MINUTES Selectman Moriarty made a motion to accept the meeting minutes of February 15, 2022, Selectman Jaworski seconded, no discussion, all in favor, aye, minutes approved.

POSTED BUSINESS

COVID-19 Update: Robert Osley, Chair, Board of Health stated the numbers are down to two. There may be other cases not reported as people are using home testing. As of March 1st, the indoor mask mandate expired. DPH and DESE voted to rescind the mask mandate on February 28th. The CDC last week removed the recommendation that all kids wear masks on school buses. The Board of Health voted to extend the school mask mandate until March 12th. The reasoning behind it was to see what the trend is after the kids came back from school vacation. After March 12th, school masking decisions will be up to the individual school districts. The Board of Health has the ability to monitor the numbers and if the numbers go up the Board of Health can make recommendations.

Town Administrator Report: Designate Animal Control Officer/Submission to MA Department of Agricultural Resources: Marlene Michonski, Town Administrator, is asking the Board to designate R. Scott Pomeroy as the Animal Control Officer. Selectman Moriarty made a motion to appoint R. Scott Pomeroy as Animal Control Officer to Massachusetts Department Of Agriculture Resources; Selectman Jaworski seconded, no discussion, all in favor, aye, motion approved.

Host Community Agreement between Town and Farmacy, LLC: Ms. Michonski reminded the Select Board that they already voted to approve the Agreement on February 15, 2022 dependent upon town

counsel's review. Town counsel reviewed the agreement, had a few changes which Farmacy, Inc. agreed to. Selectman Moriarty made a motion to approve the updated Host Agreement for the Siting of a Recreational Cultivation Marijuana Establishment in the Town of Hatfield, MA, Selectman Jaworski seconded, no discussion, all in favor, aye, motion approved.

FEMA's Approval of Hatfield's Hazard Mitigation 2021 Update/Local Adoption: Ms. Michonski requested the Select Board adopt the Hatfield Hazard Mitigation 2021 update which will be submitted to the State. Selectman Moriarty made a motion to approve the Hatfield Natural Hazard Mitigation 2021 Update/Local Adoption; Selectman Jaworski seconded, no discussion, all in favor, aye, motion approved.

DPC Engineer, Dave Pricket – Overview of Wastewater Treatment Plant Updates and Funding Options: Dave Pricket and Eric Meals informed the Select Board and Finance Committee that they would like to update the Waste Water Treatment Plant. In order to do so, they would like to obtain a grant from the USDA. That grant will pay for 20-25% of the total amount and the remainder will need to be put before townspeople for a vote at annual town meeting. Mr. Pricket informed the Board and Committee that for the past six months they have been looking for grants. Mr. Pricket stated that parts in the water treatment plant are so old its difficult to find parts; there are some parts that are just hanging there; and the plant is over 35 years old. The total project is \$12,000,000.00. Mr. Pricket suggested different ways to go about getting financing above the grant amount and how different towns use different strategies. Sean Barry asked how many households are on sewer and there were 787, around 1,000 sewer single family homes in town and there are approximately 2,000 to 2,100 homes in Hatfield. There is room for growth. Mr. Williams asked what would happen if we kick the can down the road? Mr. Pricket answered you do not have a regulatory order on this, it's a willful plan. There was discussion about having a special town meeting to bring the matter forward. After discussion, the matter will be put as an article at annual town meeting and leave the matter up to townspeople.

Auditor Report of FY2021 Financials from Auditor Tony Roselli to Select Board and Finance Committee: Mr. Roselli informed the Board and Finance Committee that for the first time in many years everything looks great. Hats off to the financial team - nice job. The audits are more efficient over last three years. He believes the Town has turned the corner as reports are done, closed and out to DOR and things are being done the way they should be. Last year a problem with receivables occurred but was taken care. The property tax reconciliation is working. Capital project deficient were removed. Basically, most of financial statements in the prior year are now resolved. Hatfield is at a tier 1 category for bond rating. He wanted to remind everyone about network security, keep up with trainings and technology, changing passwords; firewalls; stay vigilant on network security; cash handling; keep on top of reconciling; turn cash over weekly from departments and make sure cash is being safeguarded. The Town's pension sits at \$4.4 million and there is \$10.5 million in OPEB (other posted employment benefits). The Town pays part of health insurance for retirees and with life expectancy being higher means the Town's liability will get bigger; just things to be thinking about. Student activities haven't been done in a few years. Slight variant in the bank account and the books; payroll withholdings - few variances that need to be addressed. Ms. Strzegowski said that she is working with the accountant on this.

FY2023 Budget Reviews/Annual Town Meeting Business with Finance Committee:

Council on Aging: Mr. Robinson and Ms. Rodgers presented their budget. They are looking for an increase for postage, programming and entertainment, software, supplies and an additional staff person for 18-20 hours per week. Ms. Rodgers stated that there are many times she drives the seniors to their medical appointment or the grocery store and no one is at the Council on Aging. She does not feel comfortable leaving the area unsupervised or with a volunteer.

Board of Health: Robert Osley, Chair, Board of Health presented his budget which is mostly level funded with the exception of the Sharps program. This is the program for safely disposing of syringes and needles to be sent off to be destroyed. In previous years the cost was around \$400.00; the cost in 2021 went up dramatically to almost \$250.00 per box. The program is successful and Mr. Osley would like to continue. An additional \$1,400.00 to cover increase should be sufficient.

Town Clerk: Lydia Szych, Town Clerk and Alaina Wilcox, Assistant Town Clerk presented the Town Clerk's FY23 budget which is mostly level funded. They are looking for funding for a dog license program and a software program that would track all appointments. Their current dog license program is very old and outdated. The new software would be more accurate and efficient. The cost for the program is \$2,495.00 and \$2,495.00 for dog and kennel licensing software. The cost for annual maintenance is \$990.00. Chair Szygal asked why the census work is being outsourced. Ms. Szych responded that we used to pay for the envelopes and printing of census forms and postage. When we added it all up along with personnel fees, it is actually \$200.00 less outsourcing it.

Building Inspector/Enforcement Officer: Kyle Scott presented the Building Inspector's budget and its basically level funded except salaries increases for alternate inspectors.

Treasurer/Collector re: payroll software conversation: Sharon Strzegowski, Treasurer/Collector is requesting a new payroll software program called Harpers. The cost will be approximately \$20,000.00 but the program is far more efficient than the current Tyler program. Harper's has employees entering their own data, then the program sends the forms to the Department head for approval and then to the payroll department. Ms. Strzegowski asked the cost be taken out of free cash. The Select Board and Finance Committee are on board with the purchase of Harper's and Ms. Strzegowski will go ahead so that the purchase will occur on July 1, 2022.

At 8:15 P.M. Selectman Moriarty made a motion to go into executive session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares as allowed under M.G.L. c.30A, §21a, #3 and not to go back to regular session; Selectman Jaworski seconded; Szygal – aye; Moriarty – aye; Jaworski – aye.

OLD BUSINESS

UNANTICIPATED NEW BUSINESS

ADJOURN

Respectfully,
Karen Brodeur, Executive Assistant