



TOWN OF LEYDEN

Meeting Minutes

Select Board

Where : Leyden Town Offices – 7 Brattleboro Road

When: April 27, 2026

In Attendance

Members: Erica Jensen, Katherine DiMatteo, Jeff Baker

Audience: Michele Giarusso, Jack Golden, George Stephan, Liz Kidder via remote access

Time meeting called to order: 9:00: am

Review of Minutes:

Motion: Katherine DiMatteo moved the minutes of 4/21 with minor amendments

Second: Erica with amendments

Vote: Unanimous

Discussions:

1. Review Special Town Meeting (STM) and Annual Town Meeting (ATM) Warrants and Plans for the Meetings With the Moderator:

The group reviewed the STM warrant first. Seeing no changes they focused on reviewing the ATM warrant articles with Moderator Jack Golden and Town Clerk George Stephan. They discussed various articles including transfers from free cash, capital costs, education budget items, and bylaw changes. They reviewed the process for voting on different types of articles, particularly regarding two-thirds votes and consent votes. The group also planned logistics for the town meetings, including check-in procedures, poll workers, and technical setup.

- Michele reported that Janell will monitor the remote part of the meeting.
- Jack recommended we have a set up and run through of the meeting.
- The group explained the budget presentation, why it is later in the agenda rather than at the beginning, and planned for Erica/Katherine/Ginger to make an opening statement about the articles and budget before turning the meeting over to Jack.
- George asked about the AutoMark system setup for voters with disabilities for the annual town election. There will be a charge for this. The Select Board decided to proceed with programming it despite in the past not using.
- Liz explained the floodplain by-law that the state had confirmed which parts did not apply to Leyden. Katherine suggested creating a summary of the bylaw's implications for the town, emphasizing that it was state-mandated and state-supplied language.
- The group also clarified the process for calculating two-thirds votes in town meetings, confirming that abstentions should not be included in the calculation.

Action: Michele will make changes to ATM warrant articles and consult with Ginger, chair of Finance Committee, make updates as needed, then send version to Select Board before sending to town counsel for review. Michele to find constable for ATM. George to make sure there are poll workers to check people in and have counters for meeting vote.

2. Town Coordinator Update:

- Michele reported she did the ADA training. Another quote came in from Mowry and Schmidt Construction for \$70,000 for the ADA project. We are still waiting for one more quote. Erica wanted to make sure this covered the awning and railings.

3. Select Board Updates:

- Jeff reported the Pioneer Valley Veterans will play taps at the Memorial Day service.
- Erica would like the custodian to change all the flags prior to May 18th.
- Erica sent email to employees about the 2.8% increase for wages in the FY27 budget.
- Erica would like a meeting about OPEB (Other Post-Employment Benefits) where they could invite Dave Koffman at MMA to clarify eligibility details and review actuarial charts. He could meet with the group remotely.

Action: Michele to contact Dave Koffman.

- Katherine has not heard back from the Conway School of Landscape Design about the upcoming work for us to apply to the Woodland's Partnership Grant. Michele mentioned Ryan Clary from FRCOG may know someone who could map out the trails.
- Katherine discussed challenges with the Finance Committee process, noting confusion about warrant articles and timing issues that caused frustration among committee members. She proposed creating a physical calendar to track important dates and warrant article deadlines, replacing the previous Google Doc system.
- Katherine and Michele will be attending the Rural and Western Mass Conference meeting on Saturday in Holyoke.

4. Public Comments:

None

5. Agenda Planning:

- Morgan Thomas and Nan Rolstad
- Final review of the ATM warrant articles

Next Meeting: May 4, 2026, at 5:00 pm

Meeting Adjournment

Motion: Jeff moved to adjourn **2nd Katherine Vote**
at 10:34 am Unanimous

Submitted By: Michele Giarusso

