



TOWN OF LEYDEN

Meeting Minutes

Select Board

Where
: Leyden Town Hall

When: June 8, 2026

In Attendance

Members: Katherine DiMatteo, Jeffrey Baker, Erica Jensen via remote access

Audience: Michele Giarusso, Elizabeth Kidder

Time meeting called to order: 5:03pm

Erica was sworn in as a member of the Select Board, taking the oath of office and completing required ethics acknowledgment.

Select Board signed the payroll and general expense warrants.

1. Reorganize Select Board

Discussion. Katherine and Jeff did not express interest in the position of chair.

Motion: Katherine moved to appoint Erica as chair for the next year. **Second:** Jeff. **Roll Call Vote:** Jeff-yes, Katherine-yes, Erica -yes.

Review of Minutes:

Motion: Jeff moved the minutes of 5/18/26

Second: Erica

RC Vote: Jeff-yes, Erica-yes, Katherine abstain

Discussions:

2. FY 27 Appointments

Motion: Katherine moved Angelica DesRochers as Accountant for 3 yrs, Susan Bobe as Town Treasurer, for 3 yrs, Donna McNichol as Town Counsel for 1 yr, James Palmeri and all Leyden-Bernardston Police Officers for 1 yr, Jeff Miller as EMD for 1 yr and John Richardson as Deputy EMD for 1 yr. **Second:** Jeff
Roll Call Vote: Erica-yes, Jeff-yes, Katherine-yes.

Assessors: The members discussed the need to temporarily appoint Bob DePalma to the Board of Assessors until July 1st. Michele will post this position on town website to see if anyone else comes forward.

Agricultural Commission appointments discussed and the lack of activity over the past years, deciding to ask both Donna and current commissioners about its role. Ask Donna about how to eliminate if that is a possible under MA General Law.

Animal Control: Motion: Katherine moved Michele Giarusso as the representative and Erica Jensen as the alternate to the Animal Control Advisory Board. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

Deputy Tax Collector: Motion: Katherine moved to appoint Arthur Jones as Deputy Tax Collector, **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

Leyden Emergency Management Committee (LEMC): Motion: Katherine moved to appoint Liz Kidder for a three-year term and Jason Tuell for a one-year term. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

FRCOG Reps: Motion: Katherine moved to appoint Michele Giarusso as the FRCOG Representative for 1 yr. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

Digital Equity Rep. Motion: Erica moved to appoint Katherine DiMatteo as the rep. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

FCCIP: Motion: Katherine moved to appoint Jeff Baker to the Franklin County Cooperative Inspection Program. **Second:** Erica **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

Franklin Regional Planning Advisory Board: Katherine will check the new charter and report back regarding terms.

Franklin Regional Transit Authority: Motion: Katherine moved to appoint Erica Jensen as the rep. and Michele Giarusso as alternate. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

Inspector of Barns and Animals: Sean Berthiaume was appointed in April.

Mass in Motion Committee: Motion: Jeff moved to appoint Katherine DiMatteo for a three-year term. **Second:** Erica **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

MLP: Motion: Katherine moved to appoint Jack Golden as MLP manager and Erica Jensen as assistant manager for three-year terms. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes

The group discussed updating the term length for poll workers from one to two years and noted that the Regionalization and Efficiency Grant Advisory Committee's work was complete,

Regional Veterans Agent: Motion: Katherine moved to appoint Christopher DeMars as the Regional Veterans Agent. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

Add Six Town Planning Board Committee and the need to reappoint Michelle and Karen O'Neill to their respective positions?

Add Fire Services Advisory Committee requires appointments from the select board, finance committee, and town moderator. **Motion:** Katherine moved to appoint Jason Tuell as the Select Board member appointment through 2027 and Erica Jensen as the Select Board rep. for both the Police and Fire Advisory Committees. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

? Deerfield River Wild and Scenic River Study Committee need a reappointment, Michelle agreeing to follow up on this.

3. Annual Wage and Salary rates

The board discussed FY27 salary rates for town positions after confirming Susan had the correct highway amounts.

Motion: Katherine moved to approve the FY27 salary and stipends for FY27. **Second:** Jeff **Roll Call**

Vote: Erica-yes, Jeff-yes, Katherine -yes.

4. Police and Fire IMA update

Erica and Liz reported ongoing modifications to the police IMA agreement, including updates to police chief search committee participation and language changes, with plans for a deeper financial review in the coming year. Fire IMA. Committee will meet monthly. Erica would like a third party to look at the finances. Liz has already contacted Tracy Rogers from the FRCOG, and she would be willing to do.

Action: The board would like Michele to contact Bernardston Town Administrator to relay this message to the Bernardston Select Board to get their input. Member(s) can attend one of their Select Board meetings if needed.

5. Form Amortizing the HCGIT Health Insurance

Motion: Katherine moved to sign the DLS form amortizing and health insurance claims from HCGIT.

Second: Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.

6. Town Coordinator Update:

Discussion:

- Erica gave permission to sign the letters and contracts Michele would be presenting so they can be sent out.
- Greenfield PILOT letter: **Motion:** Katherine moved to sign the Greenfield PILOT letter for \$25,535.26 in lieu of taxes to be paid for FY26. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.
- MassDOT grant contract needs to be signed and sent back for West Leyden Road construction. The amount has changed slightly it is now \$1,589,986.43. **Motion:** Katherine moved to approve and sign the MassDot grant for \$1,589,986.43. **Second:** Jeff **Roll Call Vote:** Erica-yes, Jeff-yes, Katherine -yes.
- Eloise Tuell has sent in her resume for the Town Clerk position. Board suggested she observe George and observe and speak to Sarah Anson-Brown of her experience learning the town clerk position.
Action: Michele to repost the position on our website and send it to town clerk association again.
- MIIA Insurance for next year is approximately \$51,556.00 We received almost \$6,000 in credits.
- Suntrak letter need to be signed asking that Treasurer, Town Coordinator, Bill Brooks be added and Dvae Brooks be removed from the account.
- Regional Digital Equity Grant has more money for one-on-one trainings with Karin Parks.

7. Select Board Updates

- Katherine had a conversation with Sarah Anson Brown about also being Leyden's Town Clerk. Donna had told us we cannot combine the two positions, but Katherine was wondering if Sarah wanted to be a separate hire in Leyden for more hours but she has enough hours in Bernardston.
- Katherine reported that the FRCOG Regional Planning Advisory Committee wants to know if towns would like truck exclusion and weight limit routes in towns. Katherine also stated Leyden needs to decide whether to have a coordinator do the BESS permits if we receive any or have the state do for us.
- There was a training in Deerfield for poll workers this week and several people attended from Leyden. They reported that the town clerk position has to be filled by August 1st.
- Jeff reported there is a PVRSD strategic planning meeting next week.

8. Public Comments

None

9. Agenda Planning

- Continue appointments
- Schedule staff evaluations
- Seniors cyber grant

Next Meeting: June 15

Meeting Adjournment

Motion: Jeff moved to adjourn at 7:20 pm

2nd Katherine Vote: Unanimous

Submitted By: Michele Giarusso