

Minutes of the Board of Selectmen Meeting

This meeting was called to order on Tuesday, June 20, 2023 at 6:00PM at the North Brookfield Police Department. Jason Petraitis and John Tripp present.

Approval of Warrants: Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the following warrants: Payroll #26 \$539,838.47, School # 1065 \$86,589.61, General # 1066 \$308,925.82, General # 1067 (school windows) \$20,448.45, and CDNG/NB21 # 1068 \$12,752.53. So voted.

Financial:

Reserve Fund Request: Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve a reserve fund transfer to Council on Aging Purchase of Service in the amount of \$447.13 to cover negative balance. So voted.

Transfer Requests: Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the following transfer requests: \$971.58 from Election & Census Salary to Board of Selectmen Town Counsel, \$758.42 from Park & Rec: Playground Supplies to Board of Selectmen General Insurance, \$2,000.00 from Park & Rec: Purchase of Service to Board of Selectmen General Insurance, \$2,000.00 from Accountant: Single Audit to Board of Selectmen Town Counsel, \$2,570.00 from Board of Selectmen Rail Trail to Board of Selectmen Telephone Expense, \$775.00 from Election and Census Registrars Salary to Board of Selectmen Town Counsel, \$1,300.00 from Accountant: Single Audit to Board of Selectmen Town Offices Expense, \$160.00 from Board of Selectmen Town House to Board of Selectmen Town Counsel, \$8.22 from Board of Selectmen Supplies to Board of Selectmen Town Counsel, \$12.32 from Board of Selectmen Town House Oil to Board of Selectmen Town Counsel, \$800.00 from Street Lighting to Board of Selectmen Town Counsel, \$553.37 from Rail Trail to Town Counsel, \$505.78 from Town House Oil Heat to Town House Repairs, and \$284.00 from Town House Purchase of Service to BOS Purchase of service. So voted. Note: many of these transfers were due to excessive Town Counsel Fees, addition of vehicles and deductibles for General Insurance, and the general increase in cost of paper, electricity and natural gas.

Old Business:

Town Administrator Search Committee: Mr. Petraitis explained that the first meeting of the Town Administrator Search Committee (TASC) will take place Monday, June 26 at 6:30PM in the Town Offices. We need an additional member; Kirk Burnham is interested. Kirk has been on the Cemetery Commission for many years and has been employed at a bank since he graduated high school. Kirk is A-political and as an elected board member, he would not be answering directly to the Town Administrator. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to appoint Kirk Burnham to the Town Administrator Search Committee. So voted. Mr. Tripp said he thinks Kirk will be a good fit.

ARPA Funds: Mr. Petraitis noted we are still waiting to hear the balance of ARPA funds; this will be taken up again in two weeks.

BSC Group/Complete Streets: Mr. Petraitis noted we are still waiting to hear back from Vibram about their proposed project, this will be taken up in two weeks.

Request for Resources: Film on Lake Lashaway-Mr. Petraitis noted the Board gave their initial approval two weeks ago, Chief Mark Smith has no concerns about this. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to give final approval and sign the request. So voted.

New Business:

Chris Dunphy from CMRPC was present. He stated they are doing a file cleanup and plan on closing out the FY19 grant, they need to get a few extensions and amendments executed quickly. He also noted they will be opening bids for the Senior Center roof tomorrow. Mr. Petraitis asked if we'd already agreed to all the amendments and extensions, Chris said some yes, but they couldn't locate the original, the Clark and Green amendment #3 is new, this will give them more money (\$6,626.00 additional) as they did testing on the Senior Center roof and prepared bid documents, this is all grant funds. Chris said he would be the primary contact for these grants moving forward. Mr. Tripp asked if the other extensions were for housing rehab projects. Chris said FY19 grant was for Housing Rehab and the West Side Infrastructure Study. FY20 is ongoing and will need an extension through the state and through CMRPC. Mr. Tripp asked how many people bid on the roof. Chris said 12 contractors took the documents, only 3 were at the on-site walk thru, but it should be a relatively simple job, he is only concerned about separating the asbestos membrane and how they'll deal with that. Mr. Petraitis asked if the invoice included here is the first bill for the Mt. Pleasant St project, Chris confirmed that. The design by Haley Ward is comprehensive but the construction will be phased and there will be a trench patch until the next round of funding is available. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve and sign the following contract amendments/extensions and one invoice: FY20 Clark & Green Amendment 1, FY 20 Clark and Green Amendment 2, FY20 Grant extension request to state, FY21 Town/CMRPC extension, FY19 Town/CMRPC amendments 2-6 and FY 21 Hayley Ward invoice for Mt. Pleasant St. So moved. Chris noted that we had to sit out a year of funding because we hadn't spent down the previous grant in time, but we will be eligible to apply again in March 2024. Chris took all the original signed documents and will scan and email them to Ashley.

May Fire Report: Mr. Tripp read the Fire Report for May. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to accept the report.

Town Offices Lease: Mr. Petraitis explained we rent the Town Offices from Duncan Block Realty for a term of 3 years. The only change from the previous 3-year lease was an increase of \$3,000.00 for a total of \$35,239.44/year. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to sign the lease. So voted.

Ambulance Service Contract: Mr. Petraitis talked about the ambulance service, the price has increased by \$20,000.00 and they have an addendum to cover the cost of mutual aid from East Brookfield, Brookfield, and West Brookfield. The total contract amount is \$138,000.00/year. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to sign the contract. So voted.

Public Comment:

Joanne Carey announced she would be holding a peaceful patriotic standout against child-grooming, beginning at the little park at 11:30am on Saturday, walking to Grove Street across from the common. She reiterated this will be peaceful and patriotic, and said that a society that cannot protect it's children as no future.

Announcements:

Coalition for a Health North Brookfield will offer childcare services during the Board of Selectmen Meetings. Nancy Waldron explained there is a community center at 173 Main Street that will be offering childcare services during televised Board of Selectmen meetings, beginning at 5:45PM and going until

7PM or 15 minutes after the meeting is over. Mr. Petraitis asked if they had all the credentials to do this. Nancy said yes, all volunteers are CORI checked. Mr. Tripp asked if the center was handicap accessible, Nancy said no, the entire building is not. Mr. Tripp asked how they can have a center with limited access, they aren't grandfathered in. Nancy said they're just renting the space. Jillian Philips said the DDC has plans to make that block ADA compliant. Mr. Petraitis said that plan is down the road. He also noted the ADA compliance is up to the landlord, not the renters. Nancy said they can't really do anything, they're just renting, but the Town could complain or get involved to make them compliant. Tina Floria asked if they are licensed for childcare through the state. Jillian said they don't need to be, childcare services at schools/after school programs do not need to be licensed. Tina said that's different because they're in an educational setting.

Mr. Tripp said the Board is going to start going through the storage units, if you haven't paid and we don't know who you are please contact the Board of Selectmen office to make arrangements for removal of your property or to pay the balance. Letters will go out to those we know/have record of.

Mr. Tripp thanked Brandon Avery for mowing the little park.

Mr. Tripp said the Rail Trail needs some work, he's going to get volunteers to help clean up the edges and spread some gravel.

Mr. Tripp said there are two parties this weekend, one on the Common and one at Common Ground, he hopes everyone has fun and all goes well.

Mr. Tripp said Saturday July 1st we will have an Independence Celebration starting with a parade and then activities on the Common.

Housekeeping: The Board signed a few letters agreed upon at previous meetings-one letter to Bay Path Reg. Vocational Tech High School to ask for assistance with the Highway/Huck's building, and one to a delinquent storage unit renter.

At 6:32PM, there being no further business, Mr. Tripp moved, and Mr. Petraitis seconded, a motion to adjourn. So voted.

Respectfully Submitted,

Ashley Barre