

Minutes of the Board of Selectmen Meeting

This meeting of the Board of Selectmen was called to order at 6:00PM on Wednesday, July 5, 2023 at the North Brookfield Police Department. Jason Petraitis and John Tripp present.

Approval of Minutes: Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the following minutes: 6/20/23, 4/4/23, 4/4/23 exec, 4/6/23, 4/11/23. So voted

Approval of Warrants: Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the following warrants: FY24 Payroll # 1 \$812.52, General # 1000 \$812,578.86, FY23 Payroll # 27 \$306,760.16, School # 1070 \$230,164.84, and General # 1071 \$226,537.28. So voted.

Financial:

ARPA-Mr. Petraitis explained there will be four Dutch-style doors installed at the Town Offices, for those that have no window, for the protection and safety of the employees. A contractor will remanufacture the doors on site so the top will open, there will be a shelf, and the bottom can remain closed. The Board had approved ARPA funds up to \$10,000.00 for this. The price of the doors is \$800.00 each, for a total of \$3,200.00. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve spending \$3,200.00 of ARPA funds for the Dutch-style doors. Discussion: Mr. Tripp asked if the \$3,200.00 covers the installation of the doors, Mr. Petraitis said yes, includes the shelf and hardware as well. Mr. Tripp asked how many doors and for which offices? Mr. Petraitis said four, one each for the Board of Selectmen office, VSO/Building Inspector office, Accountant's office and Treasurer's office. All in favor: Yes. So voted.

Reserve Fund Request- Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve a Reserve Fund Request for \$7,436.00 to be transferred to Board of Selectmen General Insurance to cover deductibles for lawsuits. So voted.

Transfer Requests- Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the following transfer requests \$315.26 from Fire Dept: Fire Supplies to Fire Dept: Fire Gasoline, \$535.34 from Fire Dept: Fire Vehicle Repairs to Fire Dept: Fire Gasoline, \$530.37 from Fire Dept: Fire Oil Heat to Fire Dept: Fire Gasoline, \$152.64 from Fire Dept: Office Supplies to Fire Dept: Fire Electric, \$182.86 from Fire Dept: Fire General Repairs and Maintenance to Fire Dept: Purchase of Services, \$713.89 from Fire Dept: Air Tank Expense to Fire Dept: Purchase of Service, \$432.12 from Fire Dept: Fire Other Expenses to Fire Dept: Telephone, \$12.05 from Fire Dept: Uniforms to Fire Dept: Telephone, \$466.79 from Fire Dept: Fire Equipment to Fire Dept: Fire Station/Ambulance, and \$717.90 from Fire Dept: Forest Fire Supplies, to Fire Dept: Fire Station/Ambulance. So voted.

Mr. Petraitis jumped to Appointment on the Agenda: Mr. Petraitis explained there was a vacancy on the Cemetery Commission effective 6/30/23. Melissa Magario attended a meeting, the Chair and Vice Chair of the Cemetery Commission both recommended Melissa be appointed. Mr. Petraitis asked Melissa to tell the Board about herself. Melissa said she's live in Town for 17 years, she thinks she'll be a good fit on the Cemetery Commission because she loves cemeteries and restoring gravestones as well as taking photo's of them. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to appoint Melissa Magario to Cemetery Commission. So voted. Mr. Petraitis explained that Melissa's term would be up in May and she'd need to run for election in May 2024. Ashley also said Melissa will have to see Tara Hayes to get sworn in.

Parks and Recreation Proposed Guidelines and Policies-Brandon Avery said the Park and Rec Committee will meet in two weeks and would like to know what the Board thinks of their recommendations. Mr. Petraitis agreed to table this until 7/18.

Old Business:

BSC Group/Complete Streets- Mr. Petraitis read an email from Bill Paille at BSC listing the planned improvements to North Main Street sidewalks, crosswalks, and parking. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the list. Discussion: Mr. Tripp asked about Vibram's plan, Ashley confirmed they are still planning on upgrading the sidewalk on the corner of School St and North Main St. All in favor: Aye. So voted.

New Business:

Park and Rec done previously in meeting

Update to Request for Resources Form-Mr. Petraitis read through the form and explained the BOH and SCHOOL approval sections were removed because they have separate applications. Parks and Recreation initial and final approval was added, as well as a note about a fee for water use, electric use, and public safety. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the updated form. Discussion: Mr. Petraitis noted the cost of utilities/public safety would depend on the rate at the time of event. All in favor: Aye. So voted.

PVPC City/Owner Amendment #2-Mr. Petraitis said this amendment is for a house in Brookfield, the roof needs additional work not realized in first estimate, this will increase the cost by \$20,935.00. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to sign the amendment. So voted.

Senior Center Roof Bid Award-Mr. Petraitis read letter's from CMPRC and Clark and Green recommending that Damazio Builders be awarded the Senior Center Roof project. Damazio has great reviews and came in as lowest bidder. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to sign the award letter for Damazio Builders. So voted.

CMPRC Contract Amendment # 4- Mr. Petraitis explained this contract amendment extends our contract with CMPRC for FY20 to December 31, 2023. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to sign the amendment. So voted.

Public Comment:

Mr. Tripp thanked everyone that came out for, and helped put together, the 4th of July parade/event on the Common (held on Saturday, July 1). He also thanked Brandon for mowing the grass at the little park, and thanked him for benches at the Playground. Mr. Tripp said that next weekend he would start trimming on Rail Trail, meet behind Tasse's at 9:00am.

At 6:25PM, there being no further business, Mr. Tripp moved, and Mr. Petraitis seconded, a motion to adjourn. So voted.

Respectfully Submitted,

Ashley Barre