

SELECTMEN'S MEETING MINUTES

TUESDAY NOVEMBER 5, 2019 TOWN OFFICES

This meeting of the Board of Selectmen was called to order at 6:00PM. Dale Kiley, Jason Petraitis, John Tripp present.

Police Chief Mark Smith and Officer Chris Donais were present to discuss the operation of NBEMA. Mr. Kiley wants to bring the agency back under the umbrella of the police department. Chris is well qualified and educated, he is very motivated to bring NBEMA up to standards, he will make an excellent Director. Chris has experience in grant writing and has helped get grants for the Police Department.

Mr. Tripp said he wants to make sure someone is maintaining the equipment. Mr. Kiley wants Chris to choose his own Deputy Director and other staff. All on NBEMA are welcome to stay, but must know that Chris will now be in charge. Mr. Kiley said Doug Blood would be welcome to stay, if Chris wants him as Deputy Director that would be fine as Mr. Blood is an excellent resource.

The selectmen went over the history of NBEMA and what roll the agency plays in the Town, and what expectations they have for Chris. NBEMA should have regular meetings with minutes taken and turned into the Town Clerk. They should be turning in a yearly inventory list to the Accountant. If there is an incident they should be filing after incidents reports. NBEMA should stay in communication with the Selectmen about planned events (parades, ect) and if they have any needs. Chris, along with the Selectmen, will do an initial inventory when Chris takes over as Director. Ashley will ask Tom for the most recent inventory list for NBEMA.

Chief Mark Smith will get back to the BOS regarding when Chris's appointment will be made, Chris will also be promoted to Sergeant at the time, which is a big deal, especially in North Brookfield. Chief Smith wants to make sure he's got the appropriate badge and invite the members of the PD as well as Chris's family and friends. The event will happen at an on-camera BOS meeting.

Chief Smith mentioned he needs some money for a new computer at the Police Station, as they offer classes and need an upgrade for their multimedia room. Money can come from Holden Funds, Ashley will check into when and how much the Holden Funds will be available. Chief Smith said it's important that the PD is able to host these training courses because they get free spots for their members, which can be up to \$400 a person. Chief Smith said the NBPD has the best space for these courses.

APPROVAL of MINUTES: Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the minutes from 10/29 and 10/29 executive session. So voted.

SIGN DHCD contract: Mr. Petraitis moved, and Mr. Tripp seconded, a motion to sign the contract for DHCD. So voted. Mr. Kiley signed the contract.

SEWER/SYMBIONT Contract: Mr. Nyberg from Sewer gave the BOS the contract for battery storage at the Sewer property. The BoS would like to have a conference call with Chris, or rep, from Symbiont to go over the contract and ask questions. Ashley to contact Chris to schedule call for next off camera meeting.

CHARTER/SPECTRUM: The BoS have received a few complaints about Charter/Spectrum. A resident on Hillsville Road called to get cable and internet and was told it would cost them \$3000.00 for the hookup. The BOS need to talk to Charter as they have not followed through with their end of the contract.

SIGN USAGE POLICY: Tara Hayes went over the Sign Usage Policy, which she got from Holden, they have a similar sign to ours. The BOS changed a few points on the policy-The content section was changed to read "No objectionable content as determined by the Board of Selectmen." The fee for non-town official messages will be \$10. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve sign usage policy as amended. So voted.

CM GEEKS: Ashley met with Paul from CM GEEKS and received a quote for IT support. Ashley will ask Paul for a more complete quote that includes upgrading the computers in the Town Offices. We are lacking in cybersecurity and need to do a major upgrade before January 1st, as windows 7 will be null and void, and windows 10 will be our new operating system. Once we get the quote we will take it to Finance Committee for approval and hold a Special Town meeting. Our goal is to make the Town Offices more secure, but also more accessible to the community, with online forms and better online payment methods.

CORI CHECKS: Sue Lewandowski from NBHELPS and NBEMA emailed Ashley asking about insurance and CORI checks for the volunteers she works with. Mr. Kiley said if Sue gets us the volunteers information we can run the CORI checks for them.

There being no further business, at 6:58 Mr. Petraitis moved, and Mr. Tripp seconded, a motion to adjourn. So voted.

Respectfully Submitted,

Ashley Barre