

MINUTES OF SELECTMEN'S MEETING JULY 1, 2014

Chairman Smith called the meeting to order in the Senior Center at 6 PM with Mrs. Walter present, Mr. Hevy was not able to be present. Chairman Smith reminded those in attendance that the meeting would be both audio and video taped. In the absence of Administrative Assistant, Leslie Burton, the Mrs. Walter was asked to record the minutes.

Members of the Finance Committee were also present: Chet Lubelczk, Chairman, Frank Hubacz, and Robert Locatelli.

I. APPROVAL OF MINUTES OF JUNE 24, 2014

A motion was made by Chairman Smith and Seconded by Mrs. Walter to approve the open meeting minutes of June 24, 2014. So voted.
(Attachment I)

APPROVAL OF EXECUTIVE SESSION MINUTES OF JUNE 24, 2014

A motion was made by Chairman Smith and seconded by Mrs. Walter to approve executive session minutes of June 24, 2014. So voted.
(Attachment II)

IA. APPROVAL OF SCHOOL WARRANT #1066 FOR \$114,972.76 APPROVAL OF GENERAL WARRANT #1067 FOR \$139.19 APPROVAL OF GENERAL WARRANT #1068 FOR \$110,816.66 APPROVAL OF PAYROLL WARRANT #27 FOR \$253,995.82

Chairman Smith moved and Mrs. Walter seconded a motion to approve the FY 2014 Warrants as read. So voted.

APPROVAL OF GENERAL WARRANT #1000 FOR \$523,991.78

Chairman Smith moved and Mrs. Walter seconded a motion to approve the FY 2015 Warrant as read. So voted.

Before continuing with the agenda, Chairman Smith reported that he had received another check from an anonymous donor for \$365.00, a dollar per day donation. Each year this individual has sent a check to Chairman Smith made out to the Town of North Brookfield as a token of appreciation from a grateful resident.

Chairman Smith requested that due to unforeseen circumstances the meeting begin with approval of four **Requests for Transfer of Appropriations** with Restrictions Attachments (III-VI) that had been received after the posting of the Warrant. Mrs. Walter agreed.

Each request was read, discussed and voted in the following order:

1. Request from the Town Clerk To Transfer \$349.60 from Town Clerk Salary to Election and Registrars Salary Account.

Chairman Smith moved and Mrs. Walter seconded a motion to approve this transfer. So voted.

2. Request from the Town Clerk To Transfer \$299.42 from Election and Census Salary to Assessors Other Expenses.

Chairman Smith moved and Mrs. Walter seconded a motion to approve this transfer. So voted.

3. Request from the Cemetery Commission To Transfer \$308.07 from Commissioners Salary to Cemetery Salary Account.

Chairman Smith moved and Mrs. Walter seconded a motion to approve this transfer. So voted.

4. Request from the Police to Transfer \$1050.00 from Police Training Expense; and \$1615.00 from Police Overtime Account (total \$2665.00) To Police Purchase of Service Account.

Chairman Smith moved and Mrs. Walter seconded a motion to approve this transfer. So voted.

Chairman Chet Lublelczk and members of the Finance Committee were present to approve and sign the Transfers for the Finance Committee.

Chairman Smith stated that he would submit the transfer requests to the Town Accountant in the morning.

II. OLD BUSINESS

A. DIESEL FUEL BIDS

A letter from Peterson Oil Service (Attachment VII) was read offering a lease on a 1000 gallon tank to replace the existing 500 gallon tank, if the Town would extend the supply agreement to three years.

It was determined that it may be necessary to re-bid the diesel fuel with the extended term and specifications for the tank option to allow other bidders the opportunity to make a similar offer. This agenda item was deferred until the bidding is resolved.

B. SOLAR PPA

(Attachment VIII) This item was deferred to the end of the meeting at the request of Mrs. Walter to expedite completion of the short business on the agenda.

C. VACANCIES ON TOWN BOARDS

Chairman Smith read a list of vacancies (Attachment IX) on Town Boards and Committees. He spoke of the importance of filling the vacancies on the Finance Committee emphasizing the importance of its role in managing the difficult issues of town finances. He also stated that a background in accounting was not necessary. If you would like to discuss being a member of the Committee, please contact the Selectmen's office for more information. Mrs. Walter spoke of the importance of the Capital Improvement Planning Committee in managing the timing of the expenditure of capital for future projects and equipment.

Mrs. Walter commented to Finance Committee Chairman, Lubelczk that it was her understanding that there was a Finance Committee Meeting with the Selectmen on July 16 and that she would like the Capital Improvement Planning Committee to be included at that meeting to make recommendations regarding projects for FY15. There was agreement that a joint meeting between the Committees would be held on July 16 at the Senior Center at 6:00 PM.

III. NEW BUSINESS

A. TRANSFER REQUESTS

At the discretion of the Chairman this item was moved to the top of the agenda after the approval of minutes and the Warrants.

B. LETTER FROM COMCAST CORPORATION

Chairman Smith reviewed a letter from COMCAST (Attachment X) regarding an agreement with Charter Communications by which Charter, following an internal restructuring will transfer several of its cable franchises to Comcast Corporation. This transfer will include the North Brookfield Franchise. The purpose of the letter was notice to the Town as the franchise authority of a Charter Communications franchise that this action was being taken and that the Town must determine whether its consent is required for this action to take place. Additional information was provided by COMCAST to assist in this decision; however, it was the consensus of the Selectmen that there were too many unanswered questions to determine whether or not to sign the "Consent to Assignment and Change of Control form provided by COMCAST". Chairman Smith mentioned that the Town has 120 days to respond and that he would like to talk to colleagues in other Charter communities to see how they are planning to respond. The matter will be discussed at a future meeting of the Board.

C. REQUEST FOR INFORMATION FROM QUABOAG HILLS CHAMBER OF COMMERCE

Mrs. Walter read a letter from Leonard Weake, President of Quaboag Hills Chamber of Commerce (Attachment XI). The Chamber represents the business community of the 15 towns in the Quaboag Hills Region. The letter stated that the Chamber has established an Economic Development Committee with a goal of creating a Regional Business Plan. They are looking for input from their communities and enclosed a questionnaire to assist with providing feedback to them. The letter stated that they had already met with business leaders from the restaurant, retail, and manufacturing sectors and are now reaching out to the Communities. Mrs. Walter stated that this was an exciting opportunity that she would like to pursue for the Town given the lack of economic development at present in North Brookfield. A page from the questionnaire appeared to be missing. Mrs. Walter will follow up and report back on the missing page.

D. LETTER FROM WORCESTER COUNTY SELECTMEN'S ASSOCIATION

Chairman Smith asked if Mrs. Walter was familiar with the Worcester County Selectmen's Association. She stated that she was and that the Selectmen used to belong to it, and felt that attending the meetings is very helpful. They offer training annually for newly elected Selectboard members and publish a Handbook for Selectmen, which is currently under

revision and will be available sometime this summer. Chairman Smith called for a motion to join the Worcester County Selectmen's Association for one year to determine the benefit of membership. Mrs. Walter moved and Chairman Smith seconded the motion. So voted. The letter is Attachment (XII).

IV. ANNOUNCEMENTS

A. ZBA HEARING NOTICE

Mrs. Water stated the importance of attending hearings as an abutter or as a citizen interested in learning more about zoning and land use restrictions.

Mrs. Walter read a Hearing Notice (Attachment XIII)) from the Zoning Board of Appeals regarding a non-conforming front setback change for a porch replacement at 30 Barnes Road.

B. DOG LICENSES

Chairman Smith read the 2014 Dog License announcement which provided complete information on how to obtain dog licenses. The \$5.00 late fee now applies. (Attachment XIV)

Chairman Smith opened a discussion on Future agenda items. Mrs. Walter stated that she had a list, but first mentioned an item from the June 24th meeting (Attachment X), which was deferred for some research to resolve the purpose of the letter. The Letter was from Central Massachusetts Regional Planning and mentioned support for the Hampshire COG Community Choice Aggregation Project. Mrs. Walter stated that she had spoken to Janet Pierce, CMRPC Regional Services Director who advised that since NorthBrookfield was already a participant in the Hampshire COG project that no action was required on the letter.

Fuss and O'Neill contract Mrs. Walter asked that the Fuss and O'Neill contract (final version A), be signed due to July milestones for the project. Since the contract has been vetted and changes required by Town Counsel incorporated Chairman Smith moved and Mrs. Walter seconded a motion to sign the contract. So voted. Mrs. Walter further acknowledged Anne Gobi for her efforts and support of the grant application and the project.

V. FUTURE AGENDA ITEMS

- . COMCAST Letter
- . Budget FY 14 and FY15
- . Solterra PPA (Attachment VIII)

Mrs. Walter gave a brief overview of the project and explained how the net metering program works and that there is no cost to the Town in participating in the program. In reviewing the changes made to the Power Purchasing Agreement (PPA) by Town Counsel it appeared that there may be a misunderstanding on the part of Town Counsel of the role of the Town in the Spencer Abbey projects. It was agreed that Mrs. Walter will speak with the project representative, Steve Plonsker to better understand the intent of the PPA from their perspective. Following this clarification Mrs. Walter suggested a meeting/conference call between the Selectmen and the Town Attorney to obtain answers to questions relative to the changes made. Mrs. Walter will determine the deadline for the signing of the document. Mrs. Walter will also try to get a list of Towns or other entities that may be participating in the project.

- . Eagle Scout Project at Doane's Pond
- . Town Park Project(s) – Joe Holway

Research jurisdiction of Town Park Committee prior to meeting

Mrs. Walter continued with a list of incomplet/in process agenda items

- . Letter to resident – response to complaint

Chairman Smith reported that the letter has been sent.

- . Follow-up meeting with the Board of Health and Conservation Commission relative to Beaver problems at the Landfill and on Brickyard Road; Selectmen to be advised of time and date of a second inspection of the affected areas by the Board of Health.
- . Paving of Murphy Road – Decision not finalized based on a public hearing and recommendations of the Highway Superintendent
- . Cemetery Truck

- . Tree Warden unsafe tree notice RE; resident owned trees that need to be removed.

Mrs. Walter moved and Chairman Smith seconded a motion to adjourn at 7:03PM. So voted.

Respectfully submitted as edited by the Chairman

Mary Walter

AGENDA ITEMS LISTED ARE THOSE REASONABLY ANTICIPATED BY THE CHAIR TO BE DISCUSSED AT THE MEETING. NOT ALL ITEMS MAY BE DISCUSSED, AND OTHER ITEMS NOT LISTED MAY BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.