

MINUTES OF SELECTMEN'S MEETING OCTOBER 21, 2014

Chairman Smith called the meeting to order in the Senior Center at 6 PM with Mrs. Walter present. Mr. Hevy joined the meeting at 6:10 PM.

Also present at the meeting were Steven St. Jean, Claudette Marshall and Charles Marshall.

Mr. Smith reminded those in attendance that the meeting would be both audio and video taped.

I. APPROVAL OF MINUTES

- a. Approval of minutes of October 6, 2014

Mr. Hevy was not present for the approval of the minutes.

Mrs. Walter moved and Chairman Smith seconded a motion to approve the minutes. So voted.

- b. Approval of minutes of October 7, 2014

Mrs. Walter moved and Chairman Smith seconded a motion to approve the minutes pending review by Mr. Hevy at the end of the meeting So voted.

- c. Approval of minutes of October 14, 2014

Mrs. Walter moved and Chairman Smith seconded a motion to approve the minutes. So voted.

II. APPROVAL OF WARRANTS

Mr. Hevy was not present for the approval of the warrants.

- a. Approval of School Warrant #1020 for \$48,790.32
- b. Approval of General Warrant #1021 for \$144,736.92
- c. Approval of Payroll Warrant #8 for \$290,021.77

Mrs. Walter moved and Chairman Smith seconded a motion to approve the warrants. So voted.

III. PUBLIC PARTICIPATION

Public has a brief opportunity to discuss items on the agenda through the Chair

Chairman Smith announced the public participation policy.

IV. FINANCIAL REPORT

a. FY15 Budget Update (Attachment #1)

Chairman Smith summarized the activities and actions taken in the past week regarding the FY15 budget. During the review of the budget numbers as they related to the Cherry Sheet, Chapter 70 funding, estimated revenues and expenses there was an error in the calculation of the interest on the School Debt, which created another shortfall totaling \$45,000.00. Increasing the withdrawal of funds from the stabilization account to \$190,000.00. It was further explained to the public audience that every possible means of cutting costs had been exhausted after an additional meeting with the Finance Committee. It was determined that there was no way to substantively reduce the deficit any further. Chairman Smith explained three reasons for the size of the deficit 1) bad winter (\$140,000.00) which was double the amount of past years; 2) 36 choice out students that were new unexpected and unaccounted for (\$60,000); and a decrease in Chapter 70 funding that was part of the Final State Budget Cherry Sheet

b. 10/24 STM motions (Attachment #2)

The Selectmen read through the motions and explained them as they related to the original articles. Mrs. Walter raised questions regarding the wording of motions 3 and 4, as there was more than one action being taken within the motions. After discussion the Board agreed to attempt to split the motions so that each item would be voted separately, pending the approval of Town Counsel.

Mrs. Walter that she was satisfied that all of the data presented confirmed the conclusions that have been presented during the frequent updates to the public.

There being no further discussion. Mrs. Walter moved and Mr. Hevy seconded a motion to approve the STM Motions for October 24, 2014 pending review of splitting the form of motions 3 and 4 by Town Counsel.

V. OLD BUSINESS

a. DISCUSSION

i. Town House Update

The Board discussed appointment of a committee to assist with the determination of potential projects to spend the \$1,000,000.00 State Budget earmark presented to the Town by Senator Brewer on August 13, 2014. Chairman Smith explained that a committee was necessary to assist the Board in obtaining recommendations on how best to spend the money as it is designated for Capital Improvements to the building. Chairman Smith began the discussion questioning confusion around calling the Committee a variety of names such as "Steering Committee". In a previous meeting the terms "Building Committee" and "Renovation Committee" were also used. After a brief discussion based on the purpose of the Committee, Chairman Smith stated that he had had a conversation with James Caldwell on this title for the committee and that he agreed that it was the appropriate purpose.

Mrs. Walter moved and Mr. Hevy seconded a motion to call the Committee the TH Advisory Committee which is charged with coming up with a series of recommendations regarding Capital Improvements to the Town House to minimize any further damage to the structure. The Committee and the Capital Improvements recommended by its members would be considered Phase I of the Town House restoration project. So voted unanimously.

At the previous meeting the Board agreed to determine the number of members of the Committee and to accept input on additional members based on requests of those present at the meeting on October 14, 2014. After reading Mr. Caldwell's e-mail (Attachment #3) selection of members for the Committee: James Caldwell, Tom Skowron, Richard Dwelly, and Jason Petraitis with an explanation of their expertise. Chairman Smith stated that he had compiled a list of names, but that he did not want to add them at this time. Mr. Hevy also stated that he did not have any additional names to add to the list provided by James Caldwell. Mrs. Walter stated that she had three names that she wanted to add for consideration; Peter Shipman for his MCPPO procurement certification and recent experience with the School windows project; Larry Underwood who submitted an email requesting to be on the Committee for his knowledge of repairing and restoring old buildings and his materials expertise and knowledge of materials costs as a long time employee of Howe Lumber; and Trish Miller with her experience with the Library Project, the Town house project, her procurement knowledge, and her knowledge of the requirements and necessary communication with the Massachusetts

Historic Commission through her work with the Friends of the Town House on the Bell Tower Project. Following a brief discussion it was agreed that a Town House Advisory Committee of seven members would be appointed with Selectmen being the ex-officio liaison for the Board of Selectmen.

Mrs. Walter moved and Mr. Hevy seconded a motion to form a Town House Advisory Committee with seven members and Selectmen Hevy as a non-voting liaison.

Mrs. Walter moved and Mr. Hevy seconded the appointment of seven members appointed were: James Caldwell, Tom Skowron, Richard Dwelly, Jason Petraitis, Peter Shipman, Larry Underwood and Trish Miller. The charge of the Committee is to come up with a series of recommendations for repairs to the Town House which will minimize any further damage to the structure. The Committee will have to abide by defined guidelines of Open Meeting Law. So voted unanimously.

Mr. Hevy asked what happens if someone decides not to accept a position on the Committee. It was agreed that the Committee could make a recommendation to the Board in that case.

The Administrative Assistant will notify the committee of their appointments.

ii. FY16 budget policy and guidelines

It was agreed that this item would be discussed at next week's meeting.

iii. Information from Fire Department re: letter to Governor (Attachment #4)

A list of substantive reasons for obtaining the \$2,000,000.00 set aside in a State Bond Bill signed by Governor Patrick on August 5 was reviewed and will be used to support a letter to the Governor asking for release of the funding as advised by Senator Brewer's office. It was agreed that the list provided would be in its entirety used as an attachment to the letter. Mrs. Walter and Mr. Smith suggested that additional information on Mutual Aid examples and other accomplishments such as the Training Tower and its use be included.

It was agreed to work on the letter for the next meeting. Chairman Smith suggested that he and Mr. Hevy should meet to work on the letter.

b. VOTE - None

c. PENDING INFORMATION

- i. Tucker Road beaver issues – Hearing required for residents
- ii. Brickyard Road beaver issues – in process
- iii. Murphy Road beaver issues – will be part of the Bridge project
- iv. Murphy Road Bridge Project – on schedule, but still no reimbursement on invoices or extension of the contract
- v. Solterra Agreement – no comments
- vi. NBDDP – no comments
- vii. CDBG Infrastructure Study – Hearing held. Public reminded to submit flooding problems to Pioneer Valley Planning Commission
- viii. Proposal from Two Way Radio Services – AA Transportation has not returned calls
- ix. Gilbert Street Stormwater issues
- x. Priority Development Area study – initiated with CMRPC on 10/24/14

VI. NEW BUSINESS

- Introduction

a. Appointment of part-time Police Officers – postponed by Chief Thomasian

b. Recommendations re: server at Town Offices (Attachment #5)

The recommendations were reviewed and will be further discussed upon receipt of a cost quote from Whalley computer. Mr. Marshall asked if he could submit a bid, as well. The Selectmen responded that this was possible. Mr. Hevy suggested getting another vendor's opinion on the issue.

c. Request from Mr. Hevy to reschedule 10/28 Selectmen's meeting

After a brief discussion Mrs. Walter moved and Mr. Hevy seconded a motion to meet on Wednesday, October 29th at the Senior Center at 6:00 PM.

d. Letter from Treasurer re: Medicare renewal (Attachment #6)

A letter from the Insurance Advisory Committee was read with a recommendation for continuing with BCBS as the provider of supplemental Health Insurance to Retirees with eight members continuing with Fallon of necessity. The additional cost is offset by savings on the BCBS plan.

Mrs. Walter moved and Mr. Hevy seconded a motion to approve the recommendations of the Town Treasurer and the IAC for supplemental medical Insurance for retirees. So voted unanimously.

VII. DEPARTMENT/COMMITTEE REPORTS

- a. Police – September (Attachment #7) Report read by Eric Hevy
- b. Fire – None
- c. Highway - None

VIII. ANNOUNCEMENTS

- a. Special Town Meeting reminder
- b. Absentee ballots now available for Nov 4th State Election (Attachment #8)
- c. North Brookfield Theater Guild is presenting “Oliver” (Attachment #9)
- d. Trick or Treat hours
- e. Bay Path Open House (Attachment #10)
- f. Historical Society presenting The Importance of Stories in Our Lives (Attachment #11)

The Board read all announcements alternating turns to read.

IX. FUTURE AGENDA ITEMS

- a. Finance Committee Recommendation Town Manager

Chairman Smith spoke with Mr. Duffey recommended by the Finance Committee to do a presentation on the concept of a Town Manager. He will get back to the Board with dates.

Mrs. Walter stated that the Collins Institute at UMASS Boston also supports Towns in determining the advantages of a Town Administrator and other ideas around cost savings. She mentioned that a representative was interested in doing a presentation to the Board.

- b. Police Chief Search Committee
- c. CDBG Infrastructure Study
- d. NBDDP
- e. Budget Workshop
- f. Highway Truck Proposal
- g. North Brookfield EMS (ALS) Contract Amendment
- h. Playground Issues

X. EXECUTIVE SESSION

None

There being no further business for the meeting Mrs. Walter moved and Mr. Hevy seconded a motion to adjourn. So voted unanimously at 7:59PM.

Respectfully submitted,

Mary Walter, Vice Chairman