

MINUTES OF SELECTMEN'S MEETING

JANUARY 3, 2017

Chairman Walter called the meeting to order at 6:05 PM in the School Committee meeting room with Mr. Hevy and Mr. Kiley also present.

I. APPROVAL OF MINUTES

- **December 27, 2016**
- **December 27, 2016 Executive Session**

Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve these minutes as written. So voted.

II. APPROVAL OF WARRANTS

There were no warrants.

III. FINANCIAL ITEMS

A. FY18 budgets

The selectmen reviewed the FY18 budget requests that have been submitted so far. Mrs. Walter noted that most departments have submitted, but some have not, such as Town Forest Park, NBEMA, Board of Health and Landfill, and the Playground. It was agreed that Town Accountant Nancy Nykiel should start “plugging in” the numbers to begin looking at the FY18 budget.

IV. OLD BUSINESS

A. Chris Dunphy re: Community Development Strategy

Chris Dunphy of Pioneer Valley Planning Commission was present to talk about the Town's Community Development Strategy. (Attachment #1) Mr. Dunphy first came to the Selectmen back on December 5th, and the public comment period has been open since then. Mr. Dunphy noted that the Community Development Strategy is required when the Town submits a Community Development Block Grant application, which the Town intends to do on March 10th. The CDS is good for a period of three years. The CDS outlines the priorities of the community, and incorporates other documents and the town's plans to move forward. Mr. Hevy moved, and Mr. Kiley seconded, a motion to adopt the FY17 Community Development Strategy for the purpose of submitting a 2017 CDBG application on March 10, pending minor edits. So voted.

Mr. Dunphy then showed the Selectmen a proposed budget for the grant application that shows a shortage of approximately \$64,000.00. (Attachment #2) Mr. Dunphy said that the Selectmen can agree to fund the difference using Chapter 90 funds. He noted that the application will receive extra points by including the town's commitment toward funding the shortfall. He noted that he will need a letter signed by both the Selectmen and the Highway Superintendent committing the funds.

Mr. Dunphy noted that the Town can also join a regional application, and proposed that North Brookfield join with Brookfield and Sturbridge in participating in a housing rehab program and a program called “Aging in Place” that will help senior stay in their homes.

Mr. Dunphy noted that if both grant applications are funded, North Brookfield would stand to receive just over \$1 million.

V. NEW BUSINESS

A. School Department request for Special Town Meeting

Mr. Hevy reviewed an e-mail from School Superintendent Marilyn Tencza asking for the Selectmen to schedule a Special Town Meeting for February 17th. (Attachment #3) Mr. Hevy moved, and Mr. Kiley seconded, a motion to set Friday, February 17th at 7 PM for a Special Town Meeting. So voted.

B. Resignation from Insurance Advisory Committee

Mrs. Walter read an e-mail from Donna Gauthier resigning from the Insurance Advisory Committee. (Attachment #4) Mr. Hevy moved, and Mr. Kiley seconded, a motion to accept the resignation. So voted.

C. Request for quorum change

The Selectmen reviewed an e-mail from Finance Committee chairman Sheila Orsi noting her difficulty in obtaining a quorum, and asking the Selectmen to change the definition of quorum for her group. (Attachment #5) The Selectmen noted that we need to try to recruit two new members for this committee. Leslie will put something on the Town's website asking for volunteers. Mr. Kiley said that he would like to do some research into this.

VI. ANNOUNCEMENTS

A. Charter lineup change

Mrs. Walter read an announcement from Charter Communications that they are making several changes in their channel lineup. (Attachment #6)

VII. PENDING/FUTURE AGENDA ITEMS

- **See attached list**

Mrs. Walter noted that the Selectmen need to schedule a meeting with the Friends of the Town House to discuss the lease. It was agreed to try for January 19th, with a snow date of January 26th.

VIII. PUBLIC PARTICIPATION

Paris Qualles of 30 Stoddard Road was present to let the Board know that he is having problems getting Charter internet installed at his property. He noted that he has spoken with Charter, who have agreed to run cable to his place for a fee, which he is willing to pay. On December 22nd he received an e-mail from Charter stating that the poles need to be "rebuilt." He noted that these same poles are currently carrying power and phone lines.

Mrs. Walter said that National Grid is currently replacing all of the poles in tow, and she will try to find out where Stoddard Road falls in that schedule.

IX. EXECUTIVE SESSION

At 7:05 PM Mr. Hevy moved, and Mr. Kiley seconded, a motion to enter executive session to conduct negotiations with non-union personnel. Roll call: Walter, yes; Hevy, yes; Kiley, yes. So voted. Mrs. Walter announced that the Board would exit Executive Session only to adjourn.

At 7:30 the Board came out of Executive Session. Mr. Hevy moved, and Mr. Kiley seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton
Administrative Assistant

PROJECT STATUS AND PENDING/FUTURE SELECTMEN'S AGENDA ITEMS

<u>PROJECT</u>	<u>STATUS</u>
NBDDP/Aztec	Planning Final Remediation
Solar contracts on Municipal Property	Negotiating leases
Purchase Orders	pending
Creation of Financial Advisory Committee	pending
Personnel policies	Sub-committee to start Jan 5
98 Shore Road	pending
Electric aggregation	pending
Community Compact projects	Final reports delivered
IT Grant	in progress
Town House restoration project	FOTH Capital Campaign launched 050917
Efficiency and Regionalization grant	due Feb 1 st
Bates Observatory	pending