

MINUTES OF SELECTMEN'S MEETING JANUARY 10, 2017

Chairman Walter called the meeting to order at 6 PM at the Elementary School with Mr. Hevy and Mr. Kiley also present.

I. APPROVAL OF MINUTES

- **January 3, 2017**
- **January 3, 2017 Executive Session**

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

II. APPROVAL OF WARRANTS

- **Water Warrant #1030 for \$14,114.70**
- **School Warrant #1031 for \$59,773.21**
- **General Warrant #1032 for \$214,448.98**
- **Payroll Warrant #14 for \$337,878.40**

Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve the aforementioned warrants. So voted.

III. FINANCIAL ITEMS

A. FY18 Budgets

The Selectmen reviewed several more budget requests from various departments, including the selectmen, the collector, the town park and the playground committee. Almost every budget has been submitted, with the exception of the Board of Health.

Mrs. Walter noted that Town Accountant Nancy Nykiel has sent out the balances for December to be reviewed.

Mr. Kiley said that he has started reviewing the budgets, and wondered if the police department has considered leasing a cruiser instead of purchasing one.

IV. OLD BUSINESS

A. Request for quorum change

Last week the Selectmen had reviewed a request from the Finance Committee to change their quorum requirements. (Attachment #1) Mr. Kiley reported that the state law regulating Finance Committees does not establish a minimum number for membership on the committee. The Town's bylaw can be changed to 5 members instead of 7, and that would lower the quorum. Mr. Kiley and Mr. Hevy both said that they have potential candidates for the Finance Committee.

V. NEW BUSINESS

A. Sign contract with auditor

The Selectmen reviewed a contract with Scanlon and Associates to provide auditing services for FY16, FY17, and FY18. (Attachment #2) Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve and sign the contract. So voted.

B. Police Chief monthly report

Police Chief Mark Smith was present to deliver his departmental report for the months of November and December. (Attachment #3) The Chief reported 17 incidents in November, and 30 in December. He also reported that the department now has two LoJack tracking units. Mr. Hevy moved, and Mr. Kiley seconded, a motion to accept the reports. So voted.

Mr. Kiley asked if there was an update from the Safety Committee on some issues that were referred by the Selectmen back in November? Chief Smith and Fire Chief Gannon noted that they had discussed the stop sign on Maple Street and agreed that it should be replaced. Also discussed was the street light on North Street. Chief Smith noted that the full committee plans to meet now that there are more members. He asked that formal requests from the Selectmen be received in writing.

Mr. Kiley asked about a tree that was removed on North Street. Mr. Hevy said that he spoke with Tree Warden Tony Holway, who said that he did not take it down, but thought maybe the electric company did. Mr. Kiley noted that the electric company does not have the authority to remove a town tree.

Chief Gannon said that he and Chief Smith and Highway Superintendent Gary Jean spoke about Tucker Road, they all agree that Tucker Road should be repaired and not closed permanently. Mrs. Walter noted that she got a notice from Fuss and O'Neill that they will look at some bridges this week for possible grant funds, including Tucker Road. Mr. Hevy stated that the Safety Committee has recommended that Tucker Road remain open, and the Selectmen need to make sure that it happens.

C. Fire Chief monthly report

Fire Chief presented his reports for November and December as well, and included his year-end totals. (Attachment #4) There were 179 total calls for the year. Chief Gannon showed a picture of the new fire truck that is being built, and explained that the progress can be followed on Ferrara's website. Chief Gannon noted that in 2013 the department did a portrait fundraiser that was very successful, and they hope to do it again in the spring when the new truck comes.

Chief Gannon also noted that when he attended an EMT/Paramedic class at the Police Station training room he saw the unbelievable number of toys and packages for the families in the Toys for Joy program. Chief Smith said that Brenda and Paul Dacey coordinated the entire program, and thanked everyone who donated as well.

Chief Gannon said that the entire police department, and especially some of the newer officers, are very helpful to the Fire Department, and he thanked Chief Smith and his officers.

On another noted, Chief Gannon noted that Deputy Chief Kevin Rockwood has resigned after 34 years on the department. The department will make a recommendation on his replacement soon.

Mr. Kiley noted that there were several chimney fires last year, and Chief Gannon attributed that to creosote buildup. The Chief noted that chimneys need to be cleaned each year, and also asked residents to make sure their house numbers are visible from the road.

Mr. Hevy moved, and Mr. Kiley seconded, a motion to accept the report. So voted.

D. Highway Superintendent monthly report

Mr. Hevy read the monthly report submitted by Highway Superintendent Gary Jean. (Attachment #5) Mr. Jean was ill and could not attend the meeting. Mr. Kiley said that he had some questions, and asked that Mr. Jean attend the next meeting.

VI. ANNOUNCEMENTS

A. Tyler Wolanin office hours

Mrs. Walter noted that Tyler Wolanin, District Aide to Senator Gobi, will be in North Brookfield on Tuesday, January 31st from 11 AM to noon at the Senior Center.

B. Hearts for Heat supper

Mr. Kiley read a notice from Hearts for Heat that they will be holding their annual Spaghetti Dinner on Saturday, January 28th from 5 PM to 7 PM in the elementary cafeteria. The cost is only \$8, with a family cap of \$25 for a family of 4 or more. The movie "Pete's Dragon" will be shown beginning at 3 PM.

VII. PENDING/FUTURE AGENDA ITEMS

Mrs. Walter noted that the soil remediation at the Aztec site needs to be completed by September 30th.

Mr. Hevy said that he would like to send a letter to Governor Baker about releasing funds for the Fire Department that were put into the state budget a few years ago.

It was agreed that we need to make a list of vacancies in town offices again.

VIII. PUBLIC PARTICIPATION

Mrs. Walter announced that the public has the opportunity to briefly comment through the Chairman, with a two-minute limit.

IX. EXECUTIVE SESSION

At 7:15 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 7:35 PM 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

PROJECT

NBDDP/Aztec
Solar contracts on Municipal Property
Purchase Orders
Creation of Financial Advisory Committee
Personnel policies
98 Shore Road
Electric aggregation
Community Compact projects
IT Grant
Town House restoration project

Efficiency and Regionalization grant
Bates Observatory

STATUS

Planning Final Remediation
Negotiating leases
pending
pending
Sub-committee to start Jan 5
pending
pending
Final reports delivered
in progress
FOTH Capital Campaign
launched 050916
due Feb 1st
pending