

MINUTES OF SELECTMEN'S MEETING AUGUST 22, 2017

Chairman Hevy called the meeting to order at 6 PM in the Senior Center with Mr. Kiley and Mr. Petraitis also present.

I. APPROVAL OF MINUTES

- **August 1, 2017** Mr. Kiley moved and Mr. Hevy seconded. So voted. Mr. Petraitis wasn't present so he abstained from the vote.
- **August 8, 2017** Mr. Kiley moved and Mr. Petraitis seconded. So voted.
- **August 15, 2017** Mr. Kiley moved and Mr. Hevy seconded. So voted. Mr. Petraitis wasn't present so he abstained from the vote.

II. APPROVAL OF WARRANTS

- **School Warrant #1006 for \$47,643.89**
- **General Warrant #1007 for \$177,581.93**
- **Payroll Warrant #4 for \$268,773.73**

Mr. Kiley moved, and Mr. Petraitis seconded, a motion to approve these warrants. So voted.

III. FINANCIAL ITEMS

A. Policies/Instructions for Reserve Fund and Transfer Request forms

Mr. Kiley explained the policies for reserve funds and transfer requests (see policy). He explained that this is a system of checks and balances and that the finance committee is a support for the Board of Selectmen. It was discussed sending the policy to the accountant to review. Discussion was also made regarding numbering policies.

B. Reduction in Bay Path assessment

Mr. Petraitis read a letter from Bay Path Vocational School announcing that North Brookfield's assessment has been reduced by a total of \$1,153.00. (Attachment #1)

IV. OLD BUSINESS

A. Street Lighting

There was no information on this item.

B. Thank you from Friends of the Town House

Mr. Kiley read the thank you letter from the Friends of the Town House and the Board took turns reading letters from the students that had visited the town house. (Attachment #2)

V. NEW BUSINESS

A. Resignation from CIP

This item was deferred.

C. July Highway Department report

Mr. Benoit was not present to give this report.

C. Notice of intent to retire

Mr. Hevy read the retirement letter from Thomas Miner. (Attachment #3) Mr. Kiley inquired about the meaning of part time. Mr. Kiley moved and Mr. Petraitis seconded acceptance of the letter. So voted.

D. Ryan Road pole petition at 6:30

Steve Soucy from National Grid and Paul Davis were present for the pole hearing for 8 Ryan Road. Mr. Davis read the pole petition. (Attachment #4) Mr. Kiley asked why there was a need for two poles. Mr. Davis responded that this was necessary to accommodate both utilities at this location. Mr. Hevy asked for the poles to be as far away from the street as possible. Mr. Davis explained that they try to maintain 4 to 5 feet from the road. Mr. Soucy stated that along the back roads stone walls prevent the poles from being any further from the road and the necessity to install a guy wire requires ground that can be penetrated for the purpose. The anchors need to be at least 5 to 6 feet out from the pole to be effective. Mr. Kiley moved and Mr. Petraitis seconded the approval of the petition for 8 Ryan Road. So voted.

As there were a few minutes to spare before the next pole hearing Mr. Hevy gave a brief explanation on the status of the remediation of the Aztec property. He explained that the foliage was being removed and that 18" of new fill needed to be brought in. The Board will need to be in contact with Mass Development for the remediation of the remainder of the site.

E. Stoddard Road pole petition at 6:45

Steve Soucy from National Grid was present for the pole hearing. Mr. Soucy read the petition for the new poles. (Attachment #5) He stated that there was a typo in the petition. It should read Northeast not Northwest. He explained that this pole hearing was to replace existing poles. Mr. Hevy asked if it was for maintenance and upgrading for clarification. Mr. Soucy stated that he had gone to the site with the Tree Warden to decide the best approach to running the new lines with as little tree removal as possible. Mr. Hevy asked if there would be any tree work. Mr. Soucy replied that there would be some. Mr. Hevy had spoken with the Tree Warden regarding police details. The concern is who is responsible for paying the detail bill. Mr. Soucy responded that it is a judgement call. He stated that existing lines are under contract. New lines would be the customer's responsibility. He stated that they know ahead of time because of the planning that happens before the work starts. Mr. Kiley moved and Mr. Petraitis seconded the acceptance of the pole petition. So voted.

VI. ANNOUNCEMENTS

There were no announcements.

VII. PENDING/FUTURE AGENDA ITEMS

See attached list.

VIII. PUBLIC PARTICIPATION

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

IX. EXECUTIVE SESSION

There was no Executive Session.

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

Respectfully,

Jason M. Petraitis
Clerk

PROJECT STATUS AND PENDING/FUTURE SELECTMEN'S AGENDA ITEMS **Updated 07/25/17**

PROJECT

NBDDP/Aztec

Solar contracts on Municipal Property

Purchase Orders

Personnel policies

Electric aggregation

Community Compact projects

Financial Forecasting

Capital Planning

CMRPC/Regional Shared Services

IT Grant

Town House restoration project

Bates Observatory

STATUS

In progress

Pending

Pending

In progress

Pending

Final report delivered

Final report due Aug 30

Final report delivered

Final report delivered

FOTH Capital Campaign

Use Renderings Complete

Pending