

## **MINUTES OF SELECTMEN'S MEETING DECEMBER 12, 2017**

Chairman Hevy called the meeting to order in the Senior Center at 6 PM with Mr. Kiley also present. Mr. Petraitis was not present.

### **I. APPROVAL OF MINUTES**

- **November 28, 2017**

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

### **II. APPROVAL OF WARRANTS**

- **School Warrant #1026 for \$51,536.86**
- **General Warrant #1027 for \$250,080.67**
- **Payroll Warrant #12 for \$396,043.71**

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

### **III. FINANCIAL ITEMS**

#### **A. FY19 Budget Timeline, Policy, and Guidelines**

Mr. Hevy noted that the Finance Committee is working on some changes to the FY19 budget documents, which the Selectmen will review with the FinCom at tomorrow's meeting.

#### **B. Reserve Fund transfer request**

Mr. Hevy read a letter from the School Department explaining the need for \$1,427.75 from the Reserve Fund to pay for the processing of Medicaid claims. (Attachment #1) Mr. Kiley moved, and Mr. Hevy seconded, a motion to approve the transfer and send it along to the Finance Committee for their approval. So voted.

### **IV. OLD BUSINESS**

#### **A. Request for bass tournament**

Mr. Hevy will address this item with the East Brookfield Board of Selectmen.

#### **B. BOH and Highway re: recycling center plowing**

Highway Superintendent Jason Benoit and Board of Health member Trevor Bruso were present to discuss snow plowing at the Recycling Center. Mr. Bruso complained that there is no solid plan in place for snow removal at the center. The Board of Health was asked to cut their budget last spring, and plowing was something that was cut. The Highway Department does not have the ability to keep the center open, especially on Saturdays. On a Wednesday the center closes if there is no school. The center needs to be plowed other days as well, sometimes Casella will come on a Monday to pick up the recyclables or construction demolition materials. Mr. Bruso said that the Board of Health did not create this situation, and is looking for suggestions on how to rectify it.

Mr. Benoit said that he has never received written notification that he was supposed to plow the center. Mr. Kiley noted that Mr. Benoit was told about it during budget talks last spring, so he cannot say that he did not know. Mr. Benoit said that it was not in writing. He said that he really does not want to plow the center, plowing roads is the priority. He was not aware that the center needs to be opened on other days as well, he just knew about Wednesdays and Saturdays.

Mr. Kiley questioned Mr. Bruso if the Board of Health kept the center plowed six days per week for only \$4,000? Mr. Bruso said that they did.

Mr. Kiley said that the Board of Health needs to develop a policy for when the center is closed, for instance if there is too much snow or if the temperature drops too low.

Mr. Kiley asked Mr. Benoit about the old water department truck? Mr. Benoit said that his mechanic is rebuilding the frame, and there is a small sander that could be put on the back. Perhaps a staffer at the center could use it, and the Highway Department could provide assistance when needed.

Mr. Hevy asked if the Cemetery Department truck could be used, perhaps the cemetery worker could be on call for the recycling center. In the interim the Highway Superintendent will do his best. The Board of Health will see if they have anywhere in their budget where they could find the money.

Mr. Kiley said that he would bring this up with the Finance Committee tomorrow night.

## **V. NEW BUSINESS**

### **A. Annual License renewals**

Mr. Kiley reviewed the list of licenses to be renewed. (Attachment #2) Mr. Kiley moved, and Mr. Hevy seconded, a motion to approve the renewal of these licenses. So voted.

### **C. Resignation from Senior Center**

Mr. Hevy read a letter from Diane Hopkins resigning as the Program Assistant at the Senior Center. (Attachment #3) Mr. Kiley moved, and Mr. Hevy seconded, a motion to accept the resignation and to send a letter of thanks. So voted.

### **C. Request from Senior Center Director**

Mr. Hevy read an e-mail from Senior Center Director Diane Hopkins asking to hire temporary Program Assistant Ashley Sturges on a permanent basis. (Attachment #4) Mr. Kiley moved, and Mr. Hevy seconded, a motion to point Mrs. Sturges permanently. So voted.

### **D. Application to serve on Town committee**

Mr. Hevy presented a draft application form for people who are interested in serving on a town committee. (Attachment #5) Mr. Kiley said that he liked it, and moved to approve the form and put it on the town's website. Mr. Hevy seconded, so voted.

## **VI. ANNOUNCEMENTS**

### **A. Tyler Wolanin office hours**

Mr. Kiley announced that Tyler Wolanin, district aide to Senator Gobi, will be in North Brookfield on Tuesday, December 19<sup>th</sup> from 11AM to noon.

### **B. ZBA hearing notice**

Mr. Hevy read a hearing notice from the Zoning Board of Appeals that they will hold a public hearing on Thursday, December 28<sup>th</sup> at 7 PM at the Police Station on the application of Nicholas Harvey to convert a one-family residence at 41 Grove Street into a two family dwelling.

### **C. Senior Center hours**

Mr. Hevy announced that the Senior Center will be closed from December 25<sup>th</sup> through December 29<sup>th</sup>.

## **VII. PENDING/FUTURE AGENDA ITEMS**

See attached list

Mr. Hevy noted that the stumps have been cleared at the former Aztec site; all that remains to be done is the paperwork and bills. There may be a possibility that the Town could obtain additional funds to finish the cleanup.

## **VIII. PUBLIC PARTICIPATION**

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

Resident Steve Fogarty asked if there is a timeline for turning the streetlights back on? Mr. Hevy noted that National Grid has started the process. The Selectmen will ask National Grid for more information on this.

## **IX. EXECUTIVE SESSION**

There was no Executive Session scheduled.

There being no further business, at 6:50 PM Mr. Kiley moved, and Mr. Hevy 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  
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 delivered  
Final report delivered  
Final report delivered  
FOTH Capital Campaign  
Pending