

MINUTES OF SELECTMEN'S MEETING FEBRUARY 20, 2018

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

I. APPROVAL OF MINUTES

- **February 6, 2018**
- **January 13, 2018 Executive Session**

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

II. APPROVAL OF WARRANTS

- **School Warrant #1038 for \$118,988.60**
- **General Warrant #1039 for \$118,579.55**
- **Payroll Warrant #17 for \$315,059.77**

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

III. FINANCIAL ITEMS

A. Request for information from Senator Gobi

Mr. Petraitis reviewed an e-mail from Tyler Wolanin, District Director for Senator Gobi, asking for information on capital project needs. (Attachment #1) It was agreed to submit information on a new fire station, the 23 replacement Scott Air packs, the drainage problem on Stoddard Court, and the replacement of the bridge on Tucker Cross Road.

B. Letter from Senator Gobi re: state budget

Mr. Petraitis read a letter from Senator Gobi regarding the timeline for the state budget process. (Attachment #2) There will be public budget hearings around the state during February and March.

IV. OLD BUSINESS

A. Credit Card policy

The Selectmen reviewed a draft credit card policy for Procurement Cards. (Attachment #3) Mr. Kiley explained that a procurement card has to be paid within 30 days, and the money needs to be in the departmental budget. Mr. Kiley moved, and Mr. Petraitis seconded, a motion to approve the policy. So voted.

V. NEW BUSINESS

A. January Police report

Police Chief Mark Smith was present to deliver his report for the month of January. (Attachment #4) The Chief reported 46 incidents and 6 arrest/summons for the month. Mr. Kiley moved, and Mr. Petraitis seconded, a motion to accept the report. So voted.

B. January Fire report

Fire Chief Joe Holway was present to give his departmental report for the month of January. He reviewed his budget and is on track with spending. The new forestry truck that was obtained from Grafton should be ready by the spring, as well as a new truck that was obtained from DCR.

Chief Holway reported that his department now has 43 members. Mr. Kiley moved, and Mr. Petraitis seconded, a motion to accept the report. So voted.

C. Appointments to Fire Building Committee

Chief Holway asked that former fire chief James Black and Assistant Chief Darin Anderson be added to the Fire Department Building Committee. Mr. Kiley moved, and Mr. Petraitis seconded, so voted.

Chief Holway also asked that Darin Anderson be promoted to Deputy Chief, and invited the Selectmen to attend a "pinning" ceremony on the first Monday of the month. Mr. Kiley moved, and Mr. Petraitis seconded, a motion to promote Chief Anderson. So voted.

D. Resignation from Finance Committee

Mr. Kiley read a letter from Peter Dupell resigning from the Finance Committee. (Attachment #5) Mr. Kiley moved, and Mr. Petraitis seconded, a motion to accept the resignation and send a letter of thanks. So voted.

E. Notice of intent to retire

Mr. Petraitis read a letter from Sewer Superintendent Adam Korabowski noting his intent to retire on March 1, 2019. (Attachment #6) Mr. Kiley moved, and Mr. Petraitis seconded, a motion to accept the letter. So voted.

F. John Alphin re: BOH

Board of Health Chairman John Alphin was present to complain that he is unable to get people to work at the transfer station because of the low pay, which is \$11 per hour. Mr. Alphin stated that his department takes in more money than it spends, but Mr. Kiley noted that figures from the Town Accountant do not bear that out. Mr. Alphin said that landfill expenses should be accounted for separately and not part of the transfer station expense. Mr. Alphin said that he would prefer to meet with the Finance Committee to discuss his issues.

Mr. Alphin asked for permission to send the solid waste contracts to town counsel at Board of Health expense. He does not think he should send out a three-year contract without going through legal counsel.

VI. ANNOUNCEMENTS

A. Dog licenses are now available

Mr. Kiley announced that dog licenses are now available from the Town Clerk. The cost is \$8 for dogs that are spayed or neutered, and \$12 for those that are not. There will be a \$5 late fee after June 1st, and a \$25 late fee after September 1st.

B. Town Election schedule

Mr. Petraitis reviewed the schedule for the May 7th Annual Town Election. Nomination papers must be returned by Monday, March 19th, and the last day to register to vote will be Tuesday, April 17th.

C. Tyler Wolanin February office hours

Mr. Hevy noted that Tyler Wolanin, District Aide to Senator Gobi, will hold office hours in North Brookfield on Tuesday, February 27th from 11 AM to noon at the Senior Center.

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

At 7:10 PM Mr. Kiley moved, and Mr. Petraitis seconded, a motion to enter Executive Session to conduct negotiations with non-union personnel. Roll call: Hevy, yes; Kiley, yes; Petraitis, yes. So voted. Mr. Hevy announced that the Board would exit Executive Session only to adjourn.

At 7:50 PM the Board came out of Executive Session. Mr. Kiley moved, and Mr. Petraitis 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

Done

Pending

Pending

In progress

Pending

Final report delivered

Final report delivered

Final report delivered

Final report delivered

FOTH Capital Campaign

Pending