

## **MINUTES OF SELECTMEN'S MEETING JUNE 12, 2018**

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

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

- **May 29, 2018**
- **May 29, 2018 Executive Session**

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

- **June 5, 2018**
- **June 5, 2018 Executive Session**

Approval of these minutes will be deferred until the next meeting.

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

- **Debt and Interest Warrant #1057 for \$83,294.33**
- **School Warrant #1058 for \$54,189.40**
- **General Warrant #1059 for \$174,944.25**
- **Payroll Warrant #25 for \$375,269.94**

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

### **III. FINANCIAL ITEMS**

Chris Dunphy of Pioneer Valley Planning Commission presented invoice #5 in the amount of \$7,764.36 for work performed on the North Common Street project. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the invoice. So voted.

Mr. Kiley noted that a spreadsheet showing the FY19 proposed town budget is now available on the town's website.

### **IV. OLD BUSINESS**

#### **A. Chris Dunphy re: North Common Street project**

Mr. Dunphy gave the Board an update on the status of the North Common Street project. (Attachment #1) He noted that there will be new water mains from Grove Street to Mt. Guyot, the sewer line will be replaced on the upper part of the street, and there will be new road surface, sidewalks and granite curbing installed. The contractor should be starting this week.

#### **B. Senior Center policy**

The Selectmen reviewed a draft policy for use of the Senior Center. (Attachment #2) Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the new policy. So voted.

### **C. Sick Leave buyback policy**

The Board reviewed a draft change to the Town's sick leave buyback policy. (Attachment #3) After reviewing the various ways the school department pays, Mr. Petraitis moved, and Mr. Tripp seconded, a motion to change the policy to 20% of up to 120 days after 10 years of service. So voted.

### **D. Littering bylaw**

Mr. Petraitis said that he wanted to talk about this issue because he has seen an increase in littering in North Brookfield. He said that the Town's current littering bylaw does not have any fines associated with it. Resident Sue Lyons explained a problem that she had with a person littering near her driveway, and said that in her opinion there should be a very steep fine. Board of Health member Trevor Bruso noted that it takes away from other town resources when the Highway Department has to pick up furniture or trash that gets dumped on town roads and the Board of Health must dispose of it at a cost to taxpayers.

## **V. NEW BUSINESS**

### **A. Award annual bids**

Highway Superintendent Jason Benoit reviewed a list of recommended bid awards for his department. (Attachment #4) Mr. Petraitis moved, and Mr. Tripp seconded, a motion to award the bids as recommended. So voted, with Mr. Kiley abstaining.

### **B. Highway monthly report**

Mr. Benoit read his departmental report for the month of May. (Attachment #5) He reported 15 days of equipment maintenance and repairs, and 17 days of road sweeping. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to accept the report. So voted.

### **C. Fire monthly report**

Fire Chief Joe Holway reported on his department's activities during May. He reported that there are currently 45 members on the roster, with an eventual goal of 50. There was one building fire in May, and three medical assists. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to accept the report. So voted.

### **D. Letter re: use of rail bed**

Mr. Kiley read a letter from Keith Davies of the Chicopee River Watershed. (Attachment #6) The letter asks to use railroad property in East Brookfield to access paddling trails on the East Brookfield River. Leslie will ask him to attend a future meeting to better explain the plans.

### **E. Resignation letter from Town Accountant**

Mr. Kiley read a letter from Town Accountant Nancy Nykiel noting her intention to retire as of September 21<sup>st</sup>. (Attachment #7)

#### **F. Complete Streets program**

Ray Hebert and Lou Rabito of Howard Stein Hudson came to speak with the Selectmen about the state's Complete Streets Program. Mr. Rabito distributed a fact sheet explaining the program, and how HSH can help. (Attachment #8) The first thing the Town would need to do is send a letter of intent and approve a policy. HSH would draft a plan, and the Town could be reimbursed for up to \$38,000.0 for the plan. The Selectmen thanked the men for coming in.

#### **G. One-day liquor license for Democratic Town Committee**

The Board reviewed an application from Ethan Melad of the Democratic Town Committee to be allowed to serve alcohol at a Community BBQ being held on June 30<sup>th</sup>. (Attachment #9) Mr. Melad completed all of the necessary forms, spoke with the Police Chief and included his insurance binder. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the application. So voted.

#### **H. Appointment to Board of Health**

Mr. Kiley reviewed an e-mail from Trevor Bruso of the Board of Health asking that Bob Locatelli be appointed to fill a vacancy on their board. (Attachment #10) Mr. Petraitis moved, and Mr. Tripp seconded, a motion to appoint Mr. Locatelli until the May 2019 Annual Town Election. So voted.

#### **I. Friends of the Town House**

Jim Buzzell, Chairman of the Friends of the Town House, was present to give an update on their activities of late, explaining that they have worked with a consultant to come up with a marketing plan for the building.

Mr. Kiley noted that the Selectmen are accepting donations from residents and businesses to go toward painting the building. Mr. Buzzell stated that the Friends will pay for an analysis of the paint in order to determine the original colors of the building. Mr. Buzzell presented a check for \$500 from John and Melinda Tripp to go towards the painting. Mr. Petraitis moved, and Mr. Kiley seconded, a motion to accept the donation. So voted, with Mr. Tripp abstaining.

### **VI. PUBLIC COMMENT PERIOD**

Mr. Kiley announced that the public has the opportunity to briefly comment through the chair.

### **VII. ANNOUNCEMENTS**

#### **A. Dog License reminder**

Mr. Tripp reminded residents that dog licenses are now overdue, with a \$5 late fee.

#### **B. Town Meeting reminder 06/22 7:30 PM**

Mr. Petraitis reminded residents that the Annual Town Meeting will be held on Friday, June 22<sup>nd</sup> at 7:30 PM in the Elementary School auditorium.

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

See attached list

## **IX. EXECUTIVE SESSION**

There was no Executive Session scheduled.

There being no further business, at 8:20 PM Mr. Petraitis moved, and Mr. Tripp seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton  
Administrative Assistant

## **PROJECT STATUS AND PENDING/FUTURE SELECTMEN'S AGENDA ITEMS**

### **PROJECT**

**Aztec/Mass Dev grant**  
**Solar contracts on Municipal Property**  
**Personnel policies**  
**Electric aggregation**  
**Town House restoration project**  
**Bates Observatory**  
**Cable license renewal**  
**Disabilities Commission**

### **STATUS**

**Pending**  
**Pending**  
**In progress**  
**Pending**  
**FOTH Capital Campaign**  
**Pending**  
**Pending**  
**Pending**