

## **MINUTES OF SELECTMEN'S MEETING DECEMBER 11, 2018**

Chairman Kiley called the meeting to order at 6:05 PM in the Senior Center with Mr. Tripp also present. Mr. Petraitis was not present.

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

- **November 27, 2018**
- **December 4, 2018**
- **December 4, 2018 Executive Session**

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

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

- **School Warrant #1028 for \$127,005.55**
- **General Warrant #1029 for \$267,288.64**
- **Payroll Warrant #12 for \$378,032.91**

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

### **III. FINANCIAL ITEMS**

#### **A. MIIA 2-year rate guarantee**

Mr. Kiley reviewed a letter from MIIA, the Town's insurance carrier, stating that they will guarantee a 0% rate increase if we agree to stay with them for the next two years. (Attachment #1) Mr. Tripp moved, and Mr. Kiley seconded, a motion to accept and sign the proposal. So voted.

#### **B. Fire Chief re: Reserve Fund request**

Fire Chief Joe Holway was present to ask the Selectmen to approve his request to ask the Finance Committee for a Reserve Fund transfer. (Attachment #2) The Chief is looking for \$1,555.39 in order to repair the intercom box on the Tower 1 truck. Mr. Tripp moved, and Mr. Kiley seconded, a motion to approve the request and forward it to the Finance Committee. So voted.

#### **C. FY19 tax rate has been approved**

Mr. Kiley announced that the FY19 tax rate has been set at \$16.98 per thousand.

#### **D. Sign budget guidelines letter**

The Selectmen reviewed and signed the final version of the FY20 budget guidelines letter that will be sent to all departments in January when proposed FY20 budgets are requested. (Attachment #3)

#### **IV. OLD BUSINESS**

##### **A. Request for streetlight/Safety Committee**

Mr. Kiley read a letter from Police Chief Mark Smith on behalf of the Safety Committee regarding their review of the safety concerns of a resident on Old East Brookfield Road who requested a streetlight at the end of his driveway. (Attachment #4) The Safety Committee noted that there are signs going in each direction indicating a “blind curve” and that the resident’s driveway is located at the top of a rise right before the curve. The Safety Committee recommended that the light be turned on.

Mr. Kiley said that every road coming into North Brookfield is dark and has bad curves. In his opinion Old East Brookfield Road is no worse than any other road. He would not support turning on the light.

Mr. Tripp stated that the resident also has the option of paying to have the light turned on.

Mr. Tripp moved, and Mr. Kiley seconded, a motion to send the resident a letter informing him of the option to turn on the light. So voted.

##### **B. Request for Change of Manager**

The Selectmen reviewed paperwork for a Change of Manager at the American Legion Post #41. (Attachment #5) The Selectmen had previously approved this change but it was rejected by the ABCC because the corporate officers for the Legion were not on file with the Secretary of State’s office. Mr. Tripp moved, and Mr. Kiley seconded, a motion to approve the change. So voted.

#### **V. NEW BUSINESS**

##### **A. Complete Streets policy**

Sheila Orsi of the Downtown Development Committee was present to ask the Selectmen to present a draft Complete Streets policy. (Attachment #6) The draft was prepared in conjunction with CMRPC. Having an approved policy will make it easier for the Town to receive certain state grants. Mr. Tripp moved, and Mr. Kiley seconded, a motion to approve the new policy. So voted.

##### **B. November Police report**

Mr. Tripp reviewed the police department report for the month of November. (Attachment #7) Chief Smith reported 49 incidents for the month. Mr. Tripp moved, and Mr. Kiley seconded, a motion to accept the report. So voted.

##### **C. November Fire report**

Mr. Tripp reviewed the fire department report for the month of November. (Attachment #8) Chief Holway reported 2 building fires for the month. Mr. Tripp moved, and Mr. Kiley seconded, a motion to accept the report. So voted.

#### **D. Annual license renewals**

Mr. Kiley read the list of licenses to be renewed for 2019. (Attachment #9) Mr. Tripp moved, and Mr. Kiley seconded, a motion to approve the licenses subject to payment of all charges due to the Town of North Brookfield. So voted.

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

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

Resident Brandon Avery asked if there were rules for the use of the rail trail? Mr. Kiley noted that the rail trail is not open yet, Mr. Tripp reiterated that it is currently closed.

Mr. Avery asked who is responsible for clearing snow from sidewalks? Mr. Kiley noted that according to state law residents must shovel the sidewalk in front of their home.

Mr. Avery asked if the Town is going to post signs advising of the new fines for littering? Mr. Kiley said that the Selectmen would speak with the Highway Superintendent about it.

#### **VII. ANNOUNCEMENTS**

##### **A. Planning Board hearing notice**

Mr. Tripp read a notice from the Planning Board regarding a public hearing to be held at the Senior Center at 7:15 PM on December 13<sup>th</sup> on the application of William and Donna Farmer for a solar facility at 50 Hillsville Road.

##### **B. Dog licenses are now available**

Mr. Kiley announced that the Town Clerk has 2019 dog licenses available now. The cost is \$8.00 for spayed or neutered dogs, and \$12 for dogs that are not.

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

See attached list

#### **IX. EXECUTIVE SESSION**

There was no Executive Session scheduled.

There being no further business, at 6:55 PM Mr. Tripp 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

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