

MINUTES OF SELECTMEN'S MEETING  
NOVEMBER 25, 2008

Chairman Foyle called the meeting to order in the Senior Center at 7:05 PM with all members present.

I. Mr. Petraitis moved, and Mrs. Walter seconded, a motion to approve the minutes of November 10<sup>th</sup> and 18<sup>th</sup> as written. So voted.

IA. Mr. Petraitis moved, and Mrs. Walter seconded, a motion to approve school warrant #1021 for \$117,084.86. So voted. Mr. Petraitis moved, and Mrs. Walter seconded, a motion to approve general warrant #1022 for \$327,915.06. So voted. Mr. Petraitis moved, and Mrs. Walter seconded, a motion to approve payroll warrant #11 for \$284,917.67. So voted.

II. OLD BUSINESS

A. Mr. Foyle and Mrs. Walter reviewed the surplus bids that were opened last week. (see attached) Mr. Petraitis moved, and Mrs. Walter seconded, a motion to award the bids as noted. So voted. The town received \$1,224.00 for these surplus items.

B. Mr. Petraitis read a letter from the Water Commissioners asking that the selectmen sign the contract with New Quality Fence. The contract was previously awarded by the selectmen, it only needed to be signed.

C. Mr. Foyle reviewed a letter to be sent to the School Committee asking for a formal recommendation on an "educational master plan" that was put forth by school committee member James Metcalf. The selectmen would like to know how the school committee feels about Mr. Metcalf's proposal. Mrs. Walter moved, and Mr. Petraitis seconded, a motion to sign the letter and send it along to the school committee for their action. So voted and signed.

D. Mrs. Walter noted that all departments received a memo from the Master Plan Implementation Committee asking them to review the Master Plan objectives for their department and report back to the MPIC. Mrs. Walter stated that she would take care of this for the selectmen.

III. NEW BUSINESS

A. Mr. Foyle reviewed a letter from the Board of Health asking that the selectmen appoint all three of the elected Board of Health members as special town employees in order to allow those members to conduct food, housing and Title 5 inspections. Mr. Foyle also read an e-mail from Town Counsel Brian Riley

in which Mr. Riley states that in his opinion the special town employee status is not necessary, since inspections are merely an extension of the duties of the Board of Health. Mrs. Walter moved, and Mr. Petraitis seconded, a motion to forward the e-mail to the Board of Health. So voted.

B. Mr. Foyle read a letter from Council on Aging Director Louise Bouchard asking for a one-day beer and wine permit for the council's annual Christmas party to be held on December 12<sup>th</sup>. Mr. Petraitis moved, and Mrs. Walter seconded, a motion to grant the permit. So voted.

C. At 7:15 PM Sheila Buzzell and Reedy Nealer of the North Brookfield Board of Assessors were present for the town's annual Tax Classification Hearing. This hearing is held to determine if the town should assess different tax rates for residential and commercial property, or to have one rate as has always been the practice. The assessors recommended staying with the single tax rate since over 92% of the town's properties are residential. Mrs. Walter moved, and Mr. Petraitis seconded, a motion to retain the single tax rate for the Fiscal Year 2009. So voted.

D. Gayle Magwood, vice president of the Massasoit Art Guild, was present with Carol Bentley of North Brookfield to present an original watercolor picture of the North Brookfield Town House that was done by Deborah Roberts Kirk. Ms. Kirk was also present. Mrs. Bentley wrote a grant application that had the local cultural council purchase the painting for the town. The selectmen accepted the painting on behalf of the town's residents, and promised that it would be displayed prominently in the new town offices.

E. Mr. Petraitis read an announcement from North Brookfield Decorates and the Friends of the Library that the annual Christmas tree lighting will take place in front of the library on Saturday, December 6<sup>th</sup> at 6:30 PM.

F. Eric Hevy, co-chair of the Police Building Committee stated that the project is almost at the 35% milestone, and the committee would like approval for the use of some of the EPA Cleanup grants that have been awarded for the NBDD site.

Mr. Foyle replied that he had conferred with Neil Thurber of Metcalf and Eddy, the Licensed Site Professional on the job, and they had defined approximately \$179,093.00 of expenses that would be eligible to be paid for by the grant. Mr. Foyle stated that the selectmen would like to see the overall debt for the town reduced by the grant amounts. If the Building Committee can use the saved money to raise the quality of construction that would save the town money in the long run, such as better roofing materials, the selectmen would support that.

Mrs. Walter asked for clarification of site costs vs. remediation costs, and how they would be determined. Architect Jeff McGilvary explained the difference. In

response to another question from Mrs. Walter, Mr. McGilvary explained that initial cost estimates are traditionally high because the estimators have only 35% of the information available. As the project progresses, and the estimators are given 65% or 90% of the final details, they are able to make much more accurate, and usually lower, cost projections.

Mrs. Walter moved, and Mr. Petraitis seconded, a motion to support the use of EPA funding to remediate the site as based on the November 25, 2008 cost estimate prepared by Neil Thurber. (see attached) So voted.

Mr. Foyle told Project Manager Tom Kondel that he and the committee must be vigilant of keeping the cost to the town under control and within the budget.

Mr. Kondel replied that nothing would make him and the committee happier than if there is money to return to the town at the end of the project.

G. A letter drafted by Bob Smith of the Finance Committee asking town departments to prepare for a possible reduction in state aid in this fiscal year was tabled until next week for further discussion.

H. Mr. Foyle stated that the selectmen would review departmental budget projections for the month of December later after they sign bills.

At 8:05 PM Mrs. Walter moved, and Mr. Petraitis seconded, a motion to go off-camera to sign bills. So voted.

The selectmen signed the bi-weekly bills and payrolls.

The selectmen reviewed and approved budget projections for the month of December. It was agreed that there needs to be a check-off list in order to see who is submitting the reports and who is not, and that the town departments need a timely response from the selectmen.

There being no further business, Mr. Petraitis moved, and Mrs. Walter seconded, a motion to adjourn at 8:55 PM. So voted.

Respectfully submitted,

Leslie Scott Burton  
Administrative Assistant