

MINUTES OF SELECTMEN'S MEETING
MAY 7, 2009

Mrs. Walter opened the meeting at 7 PM in the Senior Center with Mr. Petraitis and newly-elected selectman Robert Filipkowski present.

I. Mr. Petraitis moved, and Mrs. Walter seconded, a motion to reorganize the Board of Selectmen. So voted. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to nominate Mr. Petraitis as chairman. So voted, and Mr. Petraitis accepted.

Mr. Petraitis moved, and Mr. Filipkowski seconded, a motion to nominate Mrs. Walter as vice-chairman. So voted, and Mrs. Walter accepted.

Mrs. Walter moved, and Mr. Petraitis seconded, a motion to nominate Mr. Filipkowski as clerk. So voted, and Mr. Filipkowski accepted.

IA. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to approve the minutes of April 28, 2009 as amended. So voted.

II. OLD BUSINESS

A. Mr. Petraitis reminded residents that the Annual Town Meeting will be held tomorrow, May 8th, at the elementary school at 7:30 Pm.

III. NEW BUSINESS

A. Mr. Petraitis read an e-mail from James Foyle resigning from the North Brookfield Downtown Development Committee. Mr. Petraitis noted that in view of Mr. Foyle's work and invaluable knowledge of the NBDDC, he would like Mr. Foyle to reconsider his decision. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to ask Mr. Foyle to reconsider. So voted.

B. Mrs. Walter read a letter from Elaine Allen resigning from the Council on Aging. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to accept the resignation and to send a letter of thanks. So voted.

C. Mr. Filipkowski read a letter from John Farmer of Gilbert Street asking to be considered for appointment to fill the vacancy on the Sewer Commission. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to appoint Mr. Farmer. So voted.

D. Mr. Petraitis read a letter from the Water Commissioners asking that the Selectmen hire Lennard Engineering of Auburn as the Construction Engineer

for the Horse Pond Dam Repair Project for the price of \$99,590.00. Mrs. Walter so moved, and Mr. Filipkowski seconded, pending voter approval at the May 8th Annual Town Meeting. So voted. It was noted that at the town meeting the voters will be asked to appropriate the sum of \$105,000.00, in order to fund the cost of hiring Lennard, and to cover potential filing fees and licenses.

E. Mrs. Walter read a letter from Senior Center Director Louise Bouchard asking for a one-day liquor license for the annual Dinner Party on Friday, May 15th from 6 PM – 10 PM. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to approve the license. So voted.

F. Mr. Petraitis read a letter from Emergency Management Director Douglas Blood requesting a Common Victualler's permit for Memorial Day, May 25th. Mr. Petraitis noted that since two members of the selectmen are also members of NBEMA, the Board would invoke the rule of necessity in order to vote. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to approve the license. So voted.

G. Mr. Petraitis read a letter from Emergency Management Director Douglas Blood asking for funds from the Holden Hospital Fund. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to table the request until the selectmen have more information on how much is in the account and the prior distribution of those funds. So voted.

H. Mr. Petraitis reviewed transfer requests from the Town Collector and the Town Clerk. Mrs. Walter reported that sufficient funds are available for the transfers. A request from the collector for transfers into the collector's clerk account was approved, and two requests from the Town Clerk for transfers to pay salaries and expenses related to the recent town election were also approved.

I. The selectmen reviewed an anticipated spending report from the Water Department for the month of June. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to accept the report. So voted.

J. Mr. Filipkowski read an announcement from the Zoning Board of Appeals regarding a hearing to be held on Wednesday, May 27th at 7 PM. The hearing is on a request by Andrew and Edith Hubacz of 281 North Main Street for a special permit to construct a multi-family dwelling.

K. Dan Haynes, the town's auditor from the firm of Hirbour and Haynes, came in to speak to the selectmen about the recent audit of the town's FY 2008 records. Mr. Haynes reported in the Management Letter that there were no major issues this year. Mr. Hayes stated that, in his opinion, North Brookfield has one of the best financial teams in the area. He had several recommendations, including:

1. That the town collector pay the deputy collector fees through the town's warrant process, and close the collector's checking account.
2. That the town implement a standardized payroll voucher.
3. Mr. Haynes noted that in some cases departmental receipts are not being turned over in a timely manner, and recommended that department heads review and acknowledge the town policy on turnovers.

Mr. Haynes noted that the state recommends a stabilization fund of 5% - 10% of the town's annual budget, and noted that North Brookfield's \$1 million number is within that range. He also noted that the shortfall in revenue shown in the budget comparison is mostly due to a drop in interest on investments.

The Board thanked Mr. Haynes for coming in.

L. Richard Chabot, Chairman of the Board of Directors of the North Brookfield Emergency Squad came in to ask that the town extend its contract with the squad for another year. Mr. Chabot presented financial statements for the squad that show that the squad is beginning to make money, but is still carrying a very large debt load. Mr. Chabot also noted that they expect that the Town of New Braintree will be contributing financially this year. The Board thanked Mr. Chabot for the information.

M. The selectmen reviewed their schedule for May and June, and agreed to change two Thursday meetings, June 11th and 18th, back to Tuesday, June 9th and 16th.

N. Mrs. Walter suggested drawing names to choose which selectman will speak at the Memorial Day exercises, and Mr. Filipkowski was chosen.

O. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to rearrange the town hall and town offices accounts, which will more accurately reflect the actual expenses of each.

At 8 PM Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to enter executive session for the purpose of discussing collective bargaining strategy. Roll call: Petraitis, yes; Walter, yes; Filipkowski, yes. So voted. Mr. Petraitis announced that the Board would exit executive session only to adjourn.

At 8:30 PM the Board came out of executive session. Mrs. Walter moved, and Mr. Filipkowski seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton
Administrative Assistant