

## MINUTES OF SELECTMEN'S MEETING MAY 10, 2011

Mrs. Walter called the meeting to order in the Senior Center at 7 PM with Mr. Chabot and Mr. Petraitis also present.

Mrs. Walter announced that the meeting was being videotaped and audio taped.

Mr. Chabot moved, and Mr. Petraitis seconded, a motion to have Mrs. Walter remain as chairman, Mr. Petraitis serve as vice-chairman, and Mr. Chabot as clerk. So voted.

I. Mr. Chabot moved, and Mr. Petraitis seconded, a motion to approve the April 26, 2011 minutes, the April 26<sup>th</sup> Executive Session minutes, the May 4, 2011 minutes, and the May 4<sup>th</sup> Executive Session minutes. So voted.

IA. Mr. Chabot moved, and Mr. Petraitis seconded, a motion to approve School Warrant #1047 for \$45,176.60, General Warrant #1048 for \$87,907.58, General Warrant #1049 for \$4,764.62, School Gift Warrant for \$2,500.00, and Payroll Warrant #23 for \$264,298.46. So voted.

### II. OLD BUSINESS

A. Mr. Petraitis read a letter from Scott Charpentier of Lenard Engineering recommending that the Town accept the bid of David G. Roach and Sons of Ware for the Horse Pond Dam Project. (Attachment #1) Mrs. Walter noted that the amount of money approved by USDA for this project is \$1.24 million, of which 35% is a grant and 65% is a loan. She noted that she reviewed the project references of the bidders, and she believes that Roach does not have the necessary qualifications. She said that it wasn't until she read the qualifications of the fourth lowest bidder that she saw the necessary dam experience. She is concerned because this project involves the Town's water supply, which must be protected. She did note, however, that in order to use the fourth lowest bidder it would cost time and money because of potential protests by Roach and other bidders.

Mr. Petraitis noted that since Lenard did check out Roach's references, and because they believe Roach to be qualified, he believes that the Town should award the bid to Roach.

Mr. Chabot stated that Roach has worked on bridges over waterways, and he believes Roach is more than qualified.

Mrs. Walter noted that the Selectmen could award the bid contingent upon receiving a “green light” letter from bond counsel. Mr. Petraitis stated that the Selectmen should wait until next week to award the bid.

B. Mrs. Walter noted that the proposal from Whalley Computer for a blanket service contract is being reviewed by the Finance Committee. (Attachment #2)

C. The Selectmen reviewed a proposal from MIIA for the Town’s FY12 insurance. (Attachment #3) The proposal states that there will be a 9.7% increase. Leslie spoke with Mr. Chuck Winn of MIIA who stated that there is a 5% discount for paying the bill in full during July, and that the Town should be receiving a rewards check very soon for 2% or 3%. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to approve and sign the quote. So voted.

### III. NEW BUSINESS

A. Clarinda Higgins of the Brooks Pond Association (BPA) was present with Carl Neilsen of ESS Group engineers to discuss a grant to help improve the water quality at Brooks Pond. (Attachment #4) Mr. Neilson stated that he is a “lake manager” who helps with water quality issues like algae blooms or sediment infiltration. He noted that this “319 grant” from DEP is intended to address storm water runoff from the watershed area. In the case of Brooks Pond, runoff is coming off of Route 148 into North Brook, which flows into Brooks Pond. He spoke about the need to build trust with DEP to prove that the town and/or Brooks Pond Association can successfully manage the grant. Mr. Neilson stated that he would put together the application if the Town is interested. The application is due June 1<sup>st</sup>, and it requires a municipal sponsor to serve as an intermediary.

Mrs. Walter asked what it will cost to have Mr. Neilsen write the grant, and Mr. Neilson replied that there is no charge.

Mrs. Walter asked if there is a match required for the grant, and Mr. Neilsen stated that there is a 40% match required, but in-kind services can be used as the match. The time spent by Mr. Neilsen and the Brooks Pond Association to prepare the application and to conduct a public hearing can be included in the match, as well as educational outreach by the BPA. It is hoped that the North Brookfield Highway Department can also contribute their time and equipment as part of the match.

Mr. Neilsen went on to say that the grant deadline to file the grant application is June 1<sup>st</sup>, and the Town should hear back from EPA sometime in September or October. The funding should be available early in 2012, and construction should

begin in the spring or summer of 2012 depending upon how much time it takes for design and permitting. The grant can be extended to 2013 if needed.

Mrs. Walter asked how much money would the application be asking for, and Mr. Neilsen stated that it hasn't been determined yet, but he was anticipating somewhere around a \$200,000.00 application which would mean a grant for \$120,000.00 and a required match around \$80,000.00.

Mrs. Higgins noted that the BPA can also contribute to the in-kind match with educational and outreach services regarding water quality, by offering soil testing to abutters, and by holding meetings at the public beach to educate users about their impact on the water quality.

Ann Hicks of the Conservation Commission asked how bad is the current problem at Brooks Pond, and how much would this grant improve the water quality at the pond?

Mr. Neilsen stated that he hasn't done the numbers yet, but preliminary tests indicate that the phosphorus levels in the North Brook tributary are 3 – 4 times what is expected.

Mrs. Walter noted that the Highway Superintendent would be severely impacted by the in-kind work needed to construct and/or repair the roadside drainage. Highway Superintendent Gary Jean stated that he would like to look at the areas with the Conservation Commission to see what else can be done before committing to this grant.

Mr. Petraitis asked who or what else could be used to contribute the in-kind work if the Highway Department is not able to do so? Mr. Neilsen stated that a contractor could be hired to do the work if necessary. He stated that this was his purpose in attending the Selectmen's meeting; to gauge the town's ability to contribute.

Mrs. Walter asked if Brooks Pond is a great pond, or a private pond? Mrs. Higgins stated that although its area would qualify Brooks Pond as a great pond, it is private because there is a dam there. However the BPA does allow swimming, fishing, and kayaking by the public. Mr. Neilsen stated that the state wouldn't fund the grant for Brooks Pond if there were not public access.

It was agreed to let Mr. Jean and Mr. Neilsen have a discussion in an adjoining room before the Selectmen would make a recommendation.

B. The Selectmen reviewed a copy of the Town's Pre-Disaster Mitigation Plan (Attachment #5) as prepared by Central Massachusetts Regional Planning Commission. (CMRPC) Mrs. Walter noted that the Highway Department has already submitted their input to CMRPC.

C. Mr. Chabot reviewed the police report for the month of April as submitted by Chief Thomasian. (Attachment #6) The Chief reported 36 incidents for the month. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to accept the report. So voted.

D. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to set Friday, June 17<sup>th</sup> at 7 PM for a Special Town Meeting. Articles will be due by May 19<sup>th</sup>, and the Selectmen will review those articles on May 24<sup>th</sup>. The last day to register to vote at this meeting is Tuesday, June 7<sup>th</sup> from 9 AM to 8 PM in the Town Clerk's office.

E. The Selectmen reviewed an e-mail from Neil Thurber of AE COM asking questions about work to be done at the North Brookfield Downtown Development site. (Attachment #7) Mr. Thurber asked if the Selectmen wanted to try to save the larger trees on the property, which they agreed that they do; Mr. Thurber asked what type of fencing the Selectmen wanted, and they agreed to wait and see what was recommended when the time comes; and Mr. Thurber asked about notifying the neighbors when work is about to commence, and Mrs. Walter noted that the Assessors have prepared an abutters list. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to accept Mr. Thurber's proposal. So voted.

#### IV. ANNOUNCEMENTS

A. Mr. Chabot announced that the Town has collected \$3,255.00 for the Town Clock Gift Fund. (Attachment #8) Mr. Chabot noted that Jeff Samuelson picked up the second clock face this week. Two rolls of gold leaf are still needed at \$580 per roll. He asked that anyone who had a junk vehicle that needs to be towed, or wants to make a donation please call the Selectmen's office.

B. Mrs. Walter read a memo from the Water Department announcing that hydrant flushing would be conducted from April 25<sup>th</sup> to May 20<sup>th</sup> between the hours of 8 AM to 4 PM. (Attachment #9)

C. Mr. Petraitis read a memo from the Town Clerk that dog licenses are now due. There will be a late charge of \$5 after June 1<sup>st</sup>, and a late fee of \$25 after September 1<sup>st</sup>. (Attachment #10)

D. Mr. Petraitis announced that he will be hosting another fundraiser on May 20<sup>th</sup> for the Fisher House, an organization that houses the families of wounded soldiers. There will be a cookout at the Elementary School at 4:30, followed by raffles and a movie. The cost is \$5 per person.

## V. FUTURE AGENDA ITEMS

A. The annual appointments will be done on June 21<sup>st</sup>. Mrs. Walter asked that an e-mail be send to all town officials asking whether or not they wish to be re-appointed. Mrs. Walter noted that there are vacancies in some positions, and if any resident is interested in serving on a town committee they should contact the Selectmen's office. Mrs. Walter also thanked all of the Town's volunteers who give so generously of their time.

Mr. Chabot thanked everyone who worked at the Town's annual cleanup day on April 30<sup>th</sup>. He said that the Town looks really good. He also asked that residents try to remember to tie down their loads while transporting trash to the landfill so that the trash doesn't end up on the roads.

Mr. Carl Neilsen and Highway Superintendent Gary Jean rejoined the meeting. Mr. Neilsen reported that there is a possibility that he can move forward with the grant application, although the Highway Superintendent is not sure how much time and effort that he can commit to the cause. Mr. Neilsen stated that it would be helpful to have a letter of support from Mr. Jean. Mr. Jean noted that he isn't committing yet because he is unsure how much time and effort the grant will require, and his department is understaffed. Mr. Neilsen stated that he would get the information to Mr. Jean ASAP, so that Mr. Jean can decide if he wants an advisory or participatory role.

Mr. Petraitis moved, and Mr. Chabot seconded, a motion to participate in the 219 grant program for Brooks Pond. So voted.

At 8:05 PM Mr. Petraitis moved, and Mr. Chabot seconded, a motion to enter Executive Session to consider the purchase, exchange, lease or value of real estate because an open session may have a detrimental effect on the Town's negotiating position, and also to enter Executive Session to discuss strategy related to negotiations with non-union personnel. Roll call: Walter, yes; Petraitis, yes; Chabot, yes. So voted. Mrs. Walter announced that the Board would exit Executive Session only to adjourn.

At 9:00 PM the Board came out of Executive Session. Mr. Petraitis moved, and Mr. Chabot seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton  
Administrative Assistant