

## Minutes of the Board of Selectmen Meeting

This meeting was called to order at 6:00PM on Tuesday, September 27, 2022 at the North Brookfield Police Department. Jason Petraitis and John Tripp were present.

Approval of Minutes: Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the minutes from 8/30/22. So voted.

Approval of Warrants: Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the following warrants: Payroll # 7 for \$320,305.93, General # 1013 for \$460,792.00, and School # 1012 for \$118,520.93. So voted.

### Financial Items:

ARPA recommendations-Mr. Petraitis read a letter from the ARPA Committee with the following spending recommendations:

1. \$150,000.00 for complete visual inspection of gravity sewer system with report.
2. \$75,000.00 for sewer line repairs in the event of a failure.
3. \$381,585.00 for water main repair/replacement on Elm St between Edna Circle and Ward St and work on Chase Road.
4. \$2,500.00-\$10,000.00 for contract with Capital Strategic Solutions for help with ARPA spending and reporting

Discussion of item 1 & 2, Ethan Melad said ARPA committee voted unanimously to recommend this. The inspection would be of town-owned line only, lateral lines are the homeowner's responsibility. Mr. Petraitis noted that if the Sewer department sees something distressing in the laterals, they will make the homeowner aware. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve \$150,000.00 for inspection and report of sewer lines, and \$75,000.00 for potential sewer line repairs. So voted.

Discussion of item 3, Mr. Tripp noted that area of town is old, adding the line will help with repairs that require water main shut off. Ethan said it would allow the water department to complete repairs without shutting off the whole section. Mr. Petraitis said in the event we have another pandemic this will help if people are stuck home. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve \$381,585.00 for water main repair and replacement. So voted.

Discussion of item 4, Ethan said Capital Strategic Solutions is willing to assume liability and he has requested a contract. Ethan said the reporting and financial aspects are extremely convoluted with the ARPA funds, no one is available to help from the State/Federal level, and its impossible to figure out on our own. He said Shiela LeBlanc has been working very hard on the reporting, this contract will help us understand the criteria. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the contract with Capital Strategic Solutions, not to exceed \$10,000.00. So voted.

### Old Business:

Mr. Petraitis said that last week the Board voted on Chapter 90 requests, but the amounts were not accurate. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to rescind the approval vote from last week's meeting for Chapter 90 requests. So voted.

Chapter 90 request: Paving on Ayer St-\$14,340.68, Brown Rd-\$32,758.00, Kind Rd-\$145,881.75 and Mill Rd-\$171,669.63. Jason Benoit had to adjust the size and scope of the projects to fit in the Chapter 90 budget. Discussion: Mr. Tripp said the Highway Department is repairing culverts before paving, they will do one coat this year and a second coat next year. Mr. Petraitis said this is because over winter the pavement settles or heaves. Mr. Tripp also noted the culverts have been in place for years but many need cleaning or repair. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to approve the listed Chapter 90 projects. So voted.

New Business:

Permanent Borrowing-Mr. Tripp moved, and Mr. Petraitis seconded, the following motions for permanent borrowing:

#### VOTE OF THE BOARD OF SELECTMEN

I move: that the sale of the \$1,475,000 General Obligation Land Acquisition Bonds of the Town dated October 3, 2022 (the "Bonds"), to Fidelity Capital Markets, a Division of National Financial Services LLC at the price of \$1,550,689.45 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on March 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2024	\$110,000	5.00%	2030	\$105,000	5.00%
2025	105,000	5.00	2031	105,000	5.00
2026	105,000	5.00	2032	105,000	5.00
2027	105,000	5.00	2035	315,000	4.00
2028	105,000	5.00	2037	210,000	4.00
2029	105,000	5.00			

Further Voted: that the Bonds maturing on March 15, 2035 and March 15, 2037 (each a "Term Bond") shall be subject to mandatory redemption or mature as follows:

#### Term Bond due March 15, 2035

<u>Date</u>	<u>Principal Amount</u>
March 15, 2033	\$105,000
March 15, 2034	105,000
March 15, 2035*	105,000

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\*Final Maturity

Term Bond due March 15, 2037

<u>Date</u>	<u>Principal Amount</u>
March 15, 2036	\$105,000
March 15, 2037*	105,000

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\*Final Maturity

I further move: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated September 13, 2022, and a final Official Statement dated September 20, 2022 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

I further move: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

I further move: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

I further move: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws.

I further move: that any certificates or documents relating to the Bonds (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

I further move: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes. So voted.

Brandon Avery asked what this is referring too, Allyson Bulger, Treasurer, said it is for the purchase of Huck's.

## Appointments-

Officer Jeffery Martin to Animal Control Officer: Mr. Tripp moved, and Mr. Petraitis seconded, a motion to appoint Officer Jeffrey Martin as Animal Control Officer. So voted. Mr. Tripp said Officer Martin will do a fantastic job.

Joseph Trentacosta to Finance Committee, Alternate. Mr. Petraitis asked why Joseph wanted to be on Finance Committee, he said he's a licensed CPA, retired CFO, and has served on other town boards/committees. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to appoint Joseph Trentacosta as an alternate member of the Finance Committee. So voted.

Patrick Gustafson to Capital Improvement Planning Committee. Mr. Petraitis ask why Patrick wanted to join the committee, he said there's an open seat and it's an opportunity for him to serve the town. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to appoint Patrick Gustafson to Capital Improvement Planning Committee. So voted.

## 61A release-Right of First Refusal:

Mr. Petraitis read a letters from Conservation and Planning Board that both agreed to waive their right of first refusal on a parcel of land on Hillsville Road, lots 1-4. Mr. Tripp moved, and Mr. Petraitis seconded, a motion to release right of first refusal on this property. Discussion: Mr. Tripp explained that 61A is where land owners can pay reduced tax for certain reasons, to sell the property they need to pull the land out of that chapter and pay back taxes. The Town has the right to purchase the land but the town doesn't have money to keep it as open space. All in favor: Yes. So moved.

## Public Comment:

Bill King asked about the contract with Spectrum, Mr. Petraitis said LPAC is still working with them, nothing is signed yet. Bill said Spectrum has a monopoly and asked if we could require them to extend service area, Mr. Petraitis said we've tried. Ethan Melad said he's tried to reach out for a quote for service extension but hasn't heard anything back. Mr. Petraitis said he knows there's a lot of areas in Town that don't have the service, we came to an initial agreement with them but have yet to get any answers from them. ARPA funds could be used to pay for extension of service there is DSL in those areas but it's not great. Bill King asked how we get Spectrum to respond, Mr. Petraitis suggested contacting the State Representative and Senator.

Brandon Avery said there's been an issue with Boards/Committee not responding and asked if the Board of Selectmen can send them notice to respond. Mr. Petraitis said to go to the meetings. Brandon said some boards/committees don't have meetings. Mr. Petraitis asked Brandon to send us a letter with the specifics and we can make an inquiry.

Ethan Melad said that on 9/28 DDC will have a demonstration on Complete Streets to show the rest of project. Mr. Petraitis asked if it was the next two phases of the project. Ethan said the second phase is from Hannaford to the Library, the third will be other side of North Main Street from the Town House to Maple Street. Mr. Petraitis asked who is responsible for curb in front of North Brookfield Farms. Mr. Tripp said it was part of the Complete Streets project, Mr. Petraitis said that Bill Paille from BSC Group thought Algoo was responsible for it.

Brandon Avery announced that Friends of the Town House will host Oktober fest on 10/1 at Common Ground, the proceeds will go to the Town House, they are trying to match a \$35,000.00 grant.

Mr. Tripp thanked Tina Floria and her family for the donation of a new flag for the center of town and stated that Playground Committee bought one for the Common. He also thanked Still Hart's for the fundraiser for the Playground Committee. Mr. Tripp said the Master Plan is almost complete, they are working on final revisions for ADA and Open Space. Mr. Tripp thanked the committee for all their hard work. He noted that many towns pay about \$70,000.00 for a Master Plan, but the committee was able to keep it to \$25,000.00 thanks to their efforts.

Announcements:

Mr. Petraitis read a letter from the Water Department regarding the main flushing schedule 9/26-10/7, schedule is posted daily on the Water Department's facebook page.

Mr. Tripp also stated that he and his wife Mindy volunteered at the Senior Center, cooking dinner. He said it was great to see everyone and that the Senior Center does dinners Tuesday and Thursday nights, they have a great staff, great meals, and want to see more activity. Chief Mark Smith and Officer Jeffrey Martin have been over there a lot.

There being no further business, at 6:47PM Mr. Tripp moved, and Mr. Petraitis seconded, a motion to adjourn. So voted.

Respectfully Submitted,

Ashley Barre