

Minutes of the Board of Selectmen Meeting

This meeting of the Board of Selectmen was called to order at 10:30AM on Wednesday, March 1, 2023 in the Town Offices. Jason Petraitis, John Tripp, and Brooke Canada present.

Bill Paille from BSC Group was present

Mr. Petraitis confirmed with Bill that Task One of the contract for Complete Street work was completed and that BSC Group was paid \$10,800.00, and asked what we should have in hand for that task. Bill said task one was to research the property, hold a kickoff meeting, look at existing conditions, survey and site visits, and take photographs, utility and right of way research. Mr. Tripp asked if we had that, Bill said it was emailed to the Town.

Mr. Petraitis asked about Task One B-Bill said that was improvement options, using google maps getting an overall layout from Maple Street to South Main Street, and a conceptual design, they identified costs, shared at a public meeting and met with Gillette on issues. This was emailed to Sheila Orsi or Jason Benoit.

Mr. Petraitis asked about Task 2, Phase 1-Bill said that was the preferred design. Mr. Petraitis confirmed that was not part of Task One, Bill went through contract listing each task.

Bill said there was too much work to do on the Town House side of the street, they went for the other side and Sheila and Jason agreed. Came up with preferred side, and hard lines based on survey. Bill said they went after the complete streets money and submitted to DOT. Now we need to decided what to do.

Mr. Petraitis said that Task 2 would've require a new contract to be side. Bill said he was unaware of that, and thought the Town had allocated money for soup to nuts of the full contract. Mr. Petraitis asked how the work continued with no contract, Bill said he was working with Sheila and Jason and got the go ahead to move forward.

Mr. Petraitis said he wants to rectify and finish this issue and asked if Task 2A was done, Bill said yes, it was a survey. Mr. Petraitis asked Bill to share that with us, he said he would.

Mr. Petraitis asked what is left to do, Bill said there are two versions of the design, the Town wanted to pull back and do a modified version of the preliminary design. Bill said the design is not done, no conduit, load center, water utilities, and drainage, just a conceptual design was done.

Mr. Petraitis asked what the unpaid invoices are for, Bill said Task 2A and 2B. Bill said there's about \$8,000 worth of additional work to pay for. Mr. Petraitis asked how long to complete 2B and get us something. Bill said the Town needs to define what they want and it will be quick work.

Mr. Petraitis said the response time needs to improve, and the Board should be included on all correspondence, and when project is complete BSC Group can submit a final bill for the balance. Bill said he won't be billing the Town any more until design is complete. Bill said he would get everything done as quick as possible. Mrs. Canada questioned the timeline of the grant; Ashley said it has been extended.

Mr. Tripp asked why there were items in the design that the Board has requested be changed, Bill said once they realized there was no contract in place they stopped working. Mr. Tripp said the way School St was designed a trailer tractor wouldn't be able to make the turn from North Main Street. Bill said they

didn't modify School St because they didn't know what Vibram's plan was, but they can change the design as the Board requests. Mr. Tripp said to put arm lights, stubs for water and sewer, take out the bump outs, curb extensions, and don't take way parking.

Sheila Orsi said she was confused why the sidewalk planned for in front of the church was taken out. Mrs. Canada said she thought it was being kept but without the bump outs. Mr. Tripp said adding that sidewalk would make the road too narrow. Sheila said the reason for putting the sidewalk in was because the crosswalk in front of the library is not ADA compliant. Mr. Tripp said Highway would make 2 handicap parking spots in front of the library. Sheila wants to look at ways to keep the sidewalk, Mr. Tripp said a 6 foot wide sidewalk would take up too much room. Bill said they could maybe do a 5-foot sidewalk, but any smaller would be too tight.

Mr. Petraitis said we need to figure out the contract first, then meet and decide on the final design, and we should measure the sidewalk to get a visual. Mrs. Canada asked about getting rid of the parking on that side of the street and putting a sidewalk. Mr. Petraitis said we are already tight on parking. Mr. Tripp said Vibram employees should be parking in their own lot as opposed to on the street. Mr. Tripp did agree we should put up cones and walk the area.

Mrs. Canada moved, and Mr. Tripp seconded, a motion to sign the contract with BSC Group pending review by Town Counsel. Discussion: Mr. Tripp said he doesn't want to pay for anything before the design is complete. Mr. Petraitis said we should get contract signed, get all applicable information, Bill should provide everything that's been done for phase 2. Bill said he will email Ashley. All in favor: Mrs. Canada, yes; Mr. Petraitis, yes. Mr. Tripp abstained from voting.

Mrs. Canada asked if Article 8 on the March 10th STM was for the invoices due to BSC. Mr. Petraitis said yes, we need to secure the funds.

The Board agreed to meet with Bill Paille on Monday, March 6th at 1:00PM to measure and review the potential sidewalk across from the library. Bill said he could bring paint, Mr. Petraitis said he would ask Highway to measure and place cones.

Mrs. Canada asked about the lawsuit filed against the School and Town of North Brookfield, what are we allowed to say about it? Mr. Petraitis said he spoke with Town Counsel and he will explain the best he can at Town Meeting.

At 11:07am, there being no further business, Mrs. Canada moved, and Mr. Tripp seconded, a motion to adjourn. So voted.

Respectfully Submitted,

Ashley Barre