

## Minutes of the Board of Selectmen Meeting

This meeting of the Board of Selectmen was called to order at 6:03PM on Tuesday, August 17, 2021 at the North Brookfield Police Department. Dale Kiley, Jason Petraitis, John Tripp present.

Approval of Warrants: Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the following warrants: Payroll # 4 for \$301,176.87, School # 1003 for \$13,731.68, Fire Truck # 104 for \$85,197.89, General # 1005 for \$185,661.87, and CMPRC # 1006 for \$69,068.96. So voted.

Sign PVPV Housing Rehab Amendment: bid amounts came in higher than anticipated, added \$21,000 to project, all grant funds. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve signature on amendment. So voted.

CMRPC Memorandum of Understanding: Mr. Petraitis moved, and Mr. Tripp seconded, a motion to sign the Memorandum of Understanding between North Brookfield and CMRPC. So voted. This understanding will allow CMRPC to prepare and submit the grant application.

June/July Fire Reports: Mr. Petraitis read the Fire reports from June and July. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to accept the reports. So voted.

Letter from COA: The Board received a letter from the Council on Aging stating that they've voted to appoint Michelle Thayer as Interim Director of the Council on Aging. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to appoint Michelle Thayer as Interim Director of the Council on Aging, retroactive to July 21 through September 20. So voted.

Sign Special Election Warrant: Mr. Kiley reminded everyone there will be a Special Election on Tuesday, September 7<sup>th</sup> at the Senior Center. Mr. Kiley read the ballot question: **Shall the Town of North Brookfield be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to acquire the fee and/or other property interests in a certain parcel of property containing 3.71 acres, more or less, located at 63-65 Donovan Road, further identified as Parcels 38-56-63, and 38-56-65, Assessors' Map 38, for general municipal purposes?** Mr. Petraitis moved, and Mr. Tripp seconded, a motion to sign the warrant. So voted.

MassDOT Contract: The contract for MassDot/Complete Streets grant for \$400,000 to repair sidewalks on North Main Street was submitted for signature. There was concern about the Town's portion of funding, but Ashley said there was a discussion with Jason Benoit about how to bring the costs down, and the chances of getting extensions to the contract. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to sign the contract. So voted.

CDBG Public Hearing: At 6:15PM Mr. Kiley opened the Public Hearing for the next phase of CDBG grant applications. Ian McElwee from CMPRC was present to discuss the project, and passed out handouts. Ian spoke about program-covers social services, housing rehab, infrastructure and other needs. The FY 21 grant applications are due September 10<sup>th</sup>. Phase 1 will be Mount Pleasant Street, developed from a plan from Lenard Engineering (a study was done during a previous CDBG grant round). The grant will cover the design, construction, and grant administration, of replacing the water mains, hydrants, and connections on Mount Pleasant St, which is the most expensive part of the project. Phase 2 will be done in a future grant which will finish the road and deal with water drainage issues. Maximum grant amount is \$800,000. This is a single project application but can look at adding some more items when costs

come in, if lower than expected. This will cover the entirety of Mount Pleasant St, which has already income qualified and will benefit the Housing Authority. The amount of the project is about \$720,000, with administration fees it will be about \$785,000, everything comes out of grant, there is no required match from the Town.

North Brookfield still has to meet a threshold of 70% from the FY 19 CDBG grant, we are currently around 61%, and Ian is hoping we'll meet this by the end of the month, just waiting on some additional invoices from the housing rehab portion of the grant. If we do not meet this threshold, we can submit a waiver and explanation that with COVID the estimates came in higher, supplies took longer, and many residents did not want contractors in their house. If the state does not accept the waiver, we can return the funds to the state. Mr. Tripp asked for details on the 70%, Ian explained the program and that he feels we will either meet the threshold, or the state will accept the waiver. The state has already decreased the threshold to 70% from 80% because they understand COVID created many delays. The Senior Center repairs were discussed, that will be done in the Spring of 2022 if all goes well. Tim Canada mentioned that roofers will most likely be looking for work over the Winter, as there is a problem with supply and demand for materials.

Brandon Avery had a question about cost sharing with the Water Department. Ian said he hadn't thought of that and works under the assumption that all funds for the project will come out of grant money, but will look into the matter for future grants. Mr. Kiley explained that the Water Department is an enterprise fund and budgets for improvements. Ian said he may revisit the issue once we get into the design phase of the project.

Tim Canada was concerned about having a good enough contingency and Ian explained that a 25% contingency is in place with the original budget of \$720,000.

Mr. Petraitis moved, and Mr. Tripp seconded, a motion to support and approve the submission of the FY21 CDBG application including the activities as presented today (with allowance for minor budget or program adjustments), and to authorize the Chair and CFO to sign all documents required for application. So voted. At 6:38PM Mr. Kiley closed the hearing.

Part time officer wage increase: Chief Mark Smith did some research on surrounding PT officer starting wages and found North Brookfield was the lowest in the area. Chief Smith budgeted for increases for his part time officers and that was approved by Finance Committee. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve Chief Smith's request to increase wages. So voted.

Public Comment:

Brandon Avery asked about the September 7<sup>th</sup> special election, are there funds to rehab the building included in that? Mr. Kiley said no, just to purchase the property.

Tim Canada said the school sent out a survey, and he saw the Town Clerk has sent one out about the Beach. He asked everyone to fill them out, they are quick surveys, and allow you to comment at the bottom. This is a great chance to have your voice heard in the community.

Mr. Kiley announced the Special Election is on September 7<sup>th</sup> and last day to register to vote is August 18<sup>th</sup>.

There being no further business, at 6:38PM Mr. Petraitis moved, and Mr. Tripp seconded, a motion to adjourn. So voted.

Respectfully Submitted,

Ashley Barre