

## Minutes of the Board of Selectmen Meeting

This meeting was called to order at 6:00PM on Tuesday, September 28, 2021 at the North Brookfield Police Department. Dale Kiley, Jason Petraitis, and John Tripp present.

Approval of Warrants: Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the following warrants: Payroll # 7 for \$342,086.64, School # 1014 for \$101,358.02, and General # 1015 for \$441,861.14. So voted. Mr. Kiley noted that we should be getting our Free Cash Certification soon.

### Old Business: Police Boat

Mr. Kiley spoke about setting an STM to enter into a lease for a police boat. Mr. Tripp questioned tabling the boat to see how the budget turns out. Mr. Kiley said that Chief Smith has the money in his budget for the lease. Mr. Tripp asked if that was Green Gold money, Mr. Kiley said yes. Mr. Tripp said Green Gold hasn't paid us for the fire truck yet, we shouldn't spend money we don't have. Mr. Kiley said the GG money is divided into 3 accounts: Fire, Police and Leases, and Chief Smith can use police money. Money has been coming in, GG is catching up. Mr. Tripp suggested we talk to GG to make sure we're on the same page and wondered how long the Host Community Agreement lasts. Mr. Kiley said 5 years from when they stated selling, we're only 1.5 years in. Mr. Tripp said the Town needs money, if GG doesn't pay what do we do with the boat lease? Mr. Kiley said we need more info from GG, they should be paying us 3% of their gross sales, but how do we know what their sales are? He thinks the Cannabis Control Commission should have that information. Mr. Tripp asked to wait until Spring to discuss the boat and mentioned the Fire Department has a boat that's used twice a year, can they share? Mr. Kiley said this boat will be for patrols, can't use the Fire boat for that, it's a different application. Mr. Tripp suggested the Police Department do some fundraising. Mr. Kiley noted that the Town has to authorize the BOS to enter into a lease agreement, we could set a date for 3 weeks if we were so inclined. Jason Benoit, Highway Superintendent, said the Highway department has been asking for needed equipment for years, he's not against the police getting a boat, but agrees we should wait until Spring. Mr. Kiley said the money for the boat would not be coming out of the general fund. Mr. Tripp said he's asked GG for money for special projects in Town and he never got it, we shouldn't count on them to fund it. He said if we can find out from GG what they're planning to pay us, he would reconsider the boat. Mr. Petraitis agreed that it was best to wait on the boat.

### Downtown Development Committee and BSC Group:

Sheila Orsi (DDC) and Bill Paille (BSC Group) were present to discuss the Complete Streets grant. Bill said we still need to do the engineering. Complete Streets is 100% reimbursable and covers construction and police details. North Brookfield was awarded \$400,000. BSC Group will put together construction documents, put it out to bid, and get hopefully get a contract by February. Once contract is signed the Town will takeover the project. The grant doesn't have a set deadline, but the quicker the money is spent the quicker we can apply for more grants.

This project will be East Side of Main Street from the intersection at South Main to Maple. We don't have enough funds to do both sides of the street. We will be resetting curbs, closing gaps, redoing sidewalks, decorative lighting, and pedestrian ramps. BSC Group should have everything done by Feb, construction to start in May and be finish in the Fall. There was a discussion on payments. Bill said either the state gives you the money and you pay contractor, or you submit invoices to state and they pay

contractor. Mr. Tripp asked if engineering is included. Sheila said we've paid BSC Group \$10,000 but we still owe them about \$40,000 to get the rest of the engineering done. Bill said the \$400,000 is for construction, not engineering. Mr. Tripp asked if we pay after we see the final plans. Bill said BSC wasn't sure of the award amount, now that we know they will define scope and design based on that. There was discussion about decorative lighting and the utility poles. If we decide against decorative lighting, we can use that money for other things within the grant.

Jason Benoit asked about hidden costs. Bill talked about water main and connections on East side of street. Now would be a good time to upgrade, don't want to rip up brand new sidewalks in 2 years. Bill tried to account for everything in the design, will get live prices on everything when we're ready to put out to bid. We can change the scope of the project if necessary. There are other grant opportunities we can apply for and piggy back on this grant. Bill said we should schedule a survey ASAP to get preliminary designs ready, he will present to the BOS and public to get Town's input.

Mr. Tripp asked if BSC Group needed the \$40,000 now. Bill said they will work with the Town; they can wait till the next Fiscal Year if necessary. Mr. Kiley said we can money in Capital Stabilization, we don't want to lose \$400,000 because we can't come up with \$40,000. Bill said the Town won't lose it; you can extend the grant. Mr. Kiley said if we extend it, we won't be able to apply for other grants. Sheila agreed, the quicker we spend the money, the quicker can do start the next phase.

FY19 CDBG Contract extension: CMRPC is requesting the Board to sign a letter asking for an extension on the FY19 CDBG grant to March 30, 2022 due to the pandemic. There is still money to be spent from this grant. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the extension request. So voted.

Request for Resources: Katie Griffin submitted a request to do Trunk or Treat on the Common. The plan is the similar to previous years. Mr. Tripp said he told Katie to have someone cone off the parking area a couple days early. Residents use those spaces for parking, but they are supposed to be for people using the Common. They've been asked to park elsewhere. Mr. Kiley said the Police can enforce it and said to have Katie talk to Chief Smith, he can put up temporary no parking signs. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the request for resources. So voted.

Printer Lease: Mr. Kiley said that Ashley has been working on getting bids for a new printer lease. Mr. Kiley read through the bids and said Xerox had a better bid that Ricoh. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the Xerox bid. So voted.

#### Public Comment:

A resident submitted an application to serve on the Conservation Commission. He has attended several meetings. Mr. Kiley said it would be taken up in 2 weeks at the next BOS meeting.

#### Announcements:

Mr. Petraitis read an announcement from the Water Department regarding water main flushing. Please see the Water Dept's Facebook page for the daily schedule, or call with questions.

Mr. Kiley read a letter from a resident on Old East Brookfield Road, commending Jamie Flamand, Water Superintendent, on his excellent handling of a project near their home. They said Jamie explained everything and using a work around was able to keep water flowing at their home. They expressed their gratitude to Jamie for keeping them up to date and for his professionalism in handling the project. Mr. Kiley said it was good to hear and enjoys getting letters like this, it's good to be recognized for hard work.

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

Respectfully Submitted,

Ashley Barre