

## Minutes of the Board of Selectmen Meeting

This meeting of the Board of Selectmen was called to order at 6:00pm on Tuesday, March 17, 2020 at the Senior Center. Dale Kiley, Jason Petraitis and John Tripp all present.

Approval of Minutes: Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the minutes from 3/10. So voted.

Approval of Warrants: Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the following warrants: Payroll warrant # 19 for \$330,304.13, debt warrant # 1044 for \$1,775,743.25, School Warrant # 1045 for \$95, 627.86 and General Warrant # 1046 for \$147,420.96. So voted.

Financial Items: Mr. Kiley announced that all articles for the April 7 STM should be in. Due to the Covid-19 outbreak we may need to reschedule the meeting. Legislation has been filed to give Town Moderators authority to suspend the Annual Town Meeting, we may have the ability to postpone until after the June 30<sup>th</sup> deadline.

Reserve Fund request: Fin Comm approved a request from the BOS to transfer funds from the reserve account to pay for tree removal at the Town Park (behind Town sign) and on Water department property (trees fell onto home and property of resident). (\$2500.00 and \$2,800.00 were the costs). The Board signed the request.

### New Business:

- a. CMRPC review of Complete Streets project list: Sheila Orsi video conferenced into the meeting to discuss the list of projects planned for the Complete streets grant program. Gemma from CMRPC was supposed to join via video but was unable to. The list is in the Selectmen's office. Sheila explained the grant process and approval and asked the Board to approve the list provided. Not all projects will be completed now, they will be parceled out depending on grant amount, at no cost to the Town. The most important projects are to make the streets and sidewalks safer and more convenient to the townspeople, especially to make them ADA compliant. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the list and move forward with submitting application. So voted.
- b. 61 A release is moved to next week.
- c. Diane Nichols-COA Director-Closing Senior Center. Diane had requested to hire a new assistant but has decided to put it on hold until the COVID-19 outbreak dies down. Diane submitted a proposed action plan to the board regarding closure of the Senior Center. Mr. Petraitis read the plan aloud. Mr. Kiley agreed it was a good plan. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the plan. So voted.
- d. Fire Report-February: Mr. Petraitis read the Fire report for February. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to accept the report. So voted.
- e. Town Offices: Mr. Kiley discussed the fears amongst Town Office employees, especially those living with elderly or compromised family. Tara Hayes, Town Clerk, submitted a plan for closure. Mr. Kiley read the plan and agreed. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to close municipal buildings in North Brookfield to the public, allowing only employees in, or public by appointment only, until April 6<sup>th</sup>, or further notice. So voted.

- a. Mr. Kiley also mentioned that he was asked by the Treasurer and Finance Committee, to declare a State of Emergency in North Brookfield, as many other towns have done. This would enable us to recover losses incurred during this time. This decision is for fiscal purposes, and shouldn't affect the daily lives of residents. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to declare a state of emergency in North Brookfield.

There was some discussion to committee meetings, with Governor Charlie Baker's order of gatherings consisting of less than 25 people, we may have to postpone, or find other ways to hold meetings. Mr. Tripp asked about the Planning Board meeting, it was still scheduled to be held, but as it is a public hearing, Mr. Kiley stated it would be problematic to hold a public hearing at a time like this, people may want to go but can't.

- f. Police Admin: John met with a potential candidate for administrator to the Police Department. He said she was willing to work part time and does not require health benefits. Mr. Kiley asked Ashley to speak with Mark, ask him to meet with the candidate if he's interested.
- g. Amendment to CDBG rehab property: An emergency rehab property in Town had a change in the estimated cost. PVPC asked the Board to sign an amendment to the contract. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve the amendment. So voted.
- h. STM April 7<sup>th</sup> discussed at top of meeting.

Public Comment: none

Announcements:

Mr. Kiley announced that the bridge on Mad Brook Road is now closed as ordered by massDOT. Jason Benoit thought he could make it a one lane bridge, but upon further inspection, decided the bridge was unsafe. Signs are posted.

Bates Observatory: as discussed in past weeks, the Bates Observatory is in poor condition. The board is looking into taking the top half of the building down the dental work and putting roof on in. Mr. Petraitis is getting in contact with contractors, and is asking for 3 bids to do the work. The building inspector will need to get inside the building to make sure the bottom half is structurally sound. Mr. Kiley explained some of the history of Bates Observatory and the efforts put in to save it, however, the Town voted not to add money to the budget so it was left to deteriorate.

Parking: The new lot on North Common Street is for Common/Playground use ONLY. This lot is not meant to serve as overnight parking, or parking for residents. Mr. Petraitis moved, and Mr. Tripp seconded, a motion designating this lot to be used solely for the Playground/Common area. So voted. Ashley will ask Mark to ask the police to enforce this.

Mr. Petraitis also discussed getting Town Office employee parking back on School St. Mr. Kiley is going to look into it. We can order signs to indicate office hours and "Employee Parking" only.

At 7:05PM, there being no further business, Mr. Petraitis moved, and Mr. Tripp seconded, a motion to adjourn. So voted.

Respectfully Submitted,  
Ashley Barre