

MINUTES OF SELECTMEN'S MEETING  
JULY 2, 2019

Chairmen Kiley called the meeting to order at 6:04 in the Town Offices with Mr. Petraitis and Mr. Tripp present.

- I. Approval of Minutes – June 25, 2019 – Mr. Petraitis moved and Mr. Tripp seconded a motion to approve these minutes as written. So voted.
- II. Approval of Warrants-None
- III. Financial Items-
  - a. Transfer request-BOH submitted transfer request but did not attach appropriate documents so it will be reviewed at the next BoS meeting
  - b. SPED Stabilization-The school committee produced a memorandum and billing for a total of \$ 14,020.64. Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve. So voted.
  - c. Transfers-The following transfer requests were submitted and approved.
    - i. Police from Shift differential to Part time \$481.60
    - ii. Police from Career incentive to Part time \$78.00
    - iii. Police from Police salary to part time \$ 141.00
    - iv. Police from Bulletproof vest to part time \$650.00
    - v. Police from Dues and membership to part time \$236.00
    - vi. Police from ACO Salary to part time \$276.00
    - vii. Police from Vehicle repairs to part time \$360.00
    - viii. Police from ACO expense to gasoline \$500.00
    - ix. Police from Office supplies to gasoline \$143.05
    - x. Police from Other supplies and expense to gasoline \$9.34
    - xi. Police from Equipment repair to purchase of services \$350.00
    - xii. Highway from Hwy Police Off. Detail to Hwy Road Materials \$1600.00
    - xiii. Highway from Highway: Other expenses to Highway Clerk Salary \$205.22
    - xiv. COA from COA Program Asst. Salary to COA Purchase of Services \$1740.50
    - xv. NBFD from Weekend Salary to Fire Salary \$650.00
  - d. Reserve Fund request-from Reserve Fund to Fire Salary \$650.00

Mr. Petraitis moved, and Mr. Tripp seconded, a motion to approve each transfer request. So voted.

- IV. Old Business
  - a. Right of first refusal for property at 54 New Braintree Road-Pending correction on dates from the Conservation Committee approval letter, Mr. Petraitis moved, and Mr. Tripp seconded, a motion to waive the town's right of refusal. So voted.

- b. Fire Chief Holway and the Fire Department Building Committee met with the BoS to discuss the new Fire Department Building and other items.

Joe questioned the BoS about transferring funds between line items vs. transferring salary items. Joe, Dale, and Tom (town accountant) will clarify the process to ensure all is legal.

Joe stated that the Fire Department Building Committee (FDBC) received responses from 7 companies, 6 with actual proposals, the committee interviewed 3 companies and were most impressed with Tecton, the same firm that designed the Police Department. Tecton told the committee that the \$40,000 in available funds would get them actual plans, the other companies could not make any confirmations on this. Tecton knows North Brookfield and has the same vision as the committee, and the police said they enjoyed working with them for the new building.

FDBC to negotiate contract with Tecton, BoS will review and sign if all looks good.

Tecton will then help with PR campaign and getting the residents involved and excited about project. Joe was most impressed because Tecton had done their homework and came to interview with sketches, they'd done over 35 Fire Stations in the area and know the NFPA and OSHA regulations.

There is a small area of asbestos that still needs to be mediated along the stonewall.

Mr. Tripp asked about timing for the project, we could start as early as Spring 2020.

Tecton can also help with grants and funding from the state, as well as Anne Gobi and Donnie Berthiaume to help.

Mr. Petraitis moved, and John Tripp seconded, a motion to approve the Fire Department Building Committee's choice of architecture firm. So voted.

Chief Holway also discussed using the siren for severe weather. They'll need to contact National Grid to get a meter installed, and 4 batteries, which is about \$500.00, plus the monthly cost of meter and electricity used.

Chief Holway also discussed a new lease for 12 sets of turnout gear which will be discussed at the next BoS meeting.

#### V. New Business –

- a. Highway department submitted a request to extend their bid for Road materials for another year, which was a clause in their contract. Dale Kiley abstained from voting. Mr. Petraitis moved, and Mr. Tripp seconded a motion to approve the bid extension. So voted.  
Highway also submitted a Diesel Fuel Bid. Mr. Petraitis moved and Mr. Tripp seconded a motion to approve the bid. So voted.
- b. Appointments for Committee members expiring will be done at the next meeting pending Ashley getting in contact those needing reappointment.
- c. Letter from Red Cross will be on next agenda
- d. National Grid petition-hearing to be set

- e. Letter from CMRPC was approved pending change to job title: should read "Interim Administrative Assistant" not "Interim Town Administrator": Ashley will update letter and send back to Ian at CMRPC.

VI. Public Comment Period-None

VII. Announcements-moved to next week's meeting

Police Department submitted their signed Union Contract. Mr. Petraitis moved, and Mr. Tripp seconded a motion to approve contract. So voted.

Discussion about weight meter for all departments to use with code for mailings. Ashley will look into this.

There being no further business, Mr. Petraitis moved, and Mr. Tripp seconded, a motion to adjourn the meeting at 7:33PM. So voted.

Respectfully Submitted,

Ashley Earnest  
Interim Administrative Assistant