

MINUTES OF SELECTMEN'S MEETING JUNE 17, 2014

Chairman Smith called the meeting to order in the Senior Center at 6 PM with Mrs. Walter and Mr. Hevy also present. Mr. Smith reminded those in attendance that the meeting would be both audio and video taped.

I. APPROVAL OF MINUTES OF JUNE 10, 2014 APPROVAL OF EXECUTIVE SESSION MINUTES OF JUNE 10, 2014 APPROVAL OF MINUTES OF JUNE 11, 2014

Mrs. Walter moved, and Mr. Hevy seconded, a motion to approve the aforementioned minutes. So voted.

IA. APPROVAL OF SCHOOL WARRANT #1064 for \$85,723.90 APPROVAL OF GENERAL WARRANT #1065 for \$123,922.67 APPROVAL OF PAYROLL WARRANT #26 FOR \$530,615.38

Mrs. Walter moved, and Mr. Hevy seconded, a motion to approve the aforementioned warrants. So voted.

II. OLD BUSINESS

A. SIGN CONTRACT WITH FAY, SPOFFORD AND THORNDIKE

Mr. Smith signed a contract with Fay, Spofford and Thorndike for engineering services related to the East Side Neighborhood Infrastructure Planning project being done with Community Development Block Grant funds. (Available in the Selectmen's office) The contract had previously been approved by the Board.

B. AWARD FUEL BIDS

Mr. Smith noted that the Selectmen opened the fuel bids two weeks ago, and referred them to Highway Superintendent Gary Jean for his recommendations. Because there is some question as to the low bidder, Mr. Smith suggested that awarding of the bids be deferred.

C. ACCOUNTANT/AUDITOR JOB DESCRIPTION

Mr. Smith reviewed a job description for the Town Accountant and the laws relating to a Town Auditor. (Attachment #1) Mrs. Walter explained that we need to combine the two into one job description for an accountant/auditor. She noted that this is simply acknowledging the things that the accountant has been doing anyway. We will work on creating a new job description using this information.

D. SCHEDULING OF MEETING RE:BEAVER ISSUES

Mr. Smith reviewed an e-mail from the Board of Health setting a meeting for Monday, June 23rd at 5:50 PM at the landfill to discuss beaver problems. (Attachment #2) The Board of Health, the Conservation Commission, the Board of Selectmen and Highway Superintendent Gary Jean will all be attendance, along with beaver expert Malcolm Speicher. In addition, Mr. Smith would like the Selectmen to attend the Board of Health meeting on Wednesday, June 25th at 6 PM to discuss whatever comes out of this walkthrough. Leslie will post both meetings.

Mrs. Walter presented information on guidelines for dealing with beaver issues from the state's wildlife division. They publish a booklet titled "Citizens Guide to Addressing Beaver Conflicts." She noted that there is a difference between who has responsibility for a dam and who has responsibility for the beavers.

III. NEW BUSINESS

A. RETIREMENT LETTER FROM POLICE CHIEF

Mr. Hevy reviewed a letter from Police Chief Aram Thomasian, Jr. announcing his intent to retire on June 30, 2015 after 32 years on the force. (Attachment #3) Mrs. Walter moved, and Mr. Hevy seconded, a motion to accept the notice and send a letter of thanks. So voted.

B. LETTER RE: HOLDEN HOSPITAL FUNDS

Mrs. Walter reviewed a letter from UMassMemorial regarding the town's annual disbursement from the Holden Hospital Fund. (Attachment #4) This year's amount is \$11,499.99. Mrs. Walter moved, and Mr. Hevy seconded, a motion to accept the disbursement. So voted.

C. LETTER FROM WATER DEPARTMENT RE: FISHING DECK

Mr. Hevy reviewed a letter from the Water Commissioners regarding a request from Chris Tillotson to build a fishing deck at Doane Pond. (Attachment #5) Mr. Tillotson wants to build this handicapped accessible structure as his Eagle Scout project. The Board of Water Commissioners informed Mr. Tillotson that he needs to speak with the Board of Selectmen about this, as well as the Conservation Commission and the Building Inspector. It will be a lot of work and a lot of people need to be involved. Mr. Hevy stated that he has spoken with Mr. Tillotson, who has a presentation for the Selectmen when he comes. It was agreed to ask Mr. Tillotson to attend a Selectmen's meeting within the next week or two.

D. MEMO FROM JOE HOLWAY RE: HIGHWAY DEPARTMENT

Mr. Smith reviewed an e-mail from Joe Holway thanking the Highway Department for their assistance recently. (Attachment #6) Mr. Smith offered the Board's thanks to Gary, Todd and Wayne for helping out the Housing Authority on this project.

E. MAY POLICE REPORT

Mr. Hevy reviewed the police report for the month of May as submitted by Chief Thomasian. (Attachment #7) The Chief reported 20 incidents and 13 arrest/summons for the month. Mrs. Walter moved, and Mr. Hevy seconded, a motion to accept the report. So voted.

F. SIGN LEASE FOR TOWN OFFICES

It was agreed to defer this item until after Friday night's town meeting.

G. NBEMS CONTRACT

It was agreed to defer this item until after Friday night's town meeting.

H. REQUEST FOR MEETING WITH STATE RE: FUNDING

Mrs. Walter reviewed a letter from Spencer Town Administrator Adam Gaudette inviting the selectmen to attend a regional forum to discuss the negative impact of state funding cuts on municipal services. (Attachment #8) Mrs. Walter noted that Frank Hubacz from the Finance Committee brought this item to the Board's attention last week. Mrs. Walter noted that the North Brookfield Selectmen have a lot to bring to the table for discussion on this issue. Mr. Hevy suggested that the Selectmen sit down with the Finance Committee and School Committee before attending the meeting. It was agreed to let Mr. Gaudette know that the North Brookfield Selectmen are interested in participating in this discussion.

I. ANNUAL APPOINTMENTS

Janine Drake was present to ask the Selectmen to appoint her to the Conservation Commission effective July 1st. She explained that she has lived in North Brookfield for 8 years and is very interested in saving wildlife and preserving open space. She wants to learn the laws applicable to the Conservation Commission. Mrs. Walter moved, and Mr. Hevy seconded, a motion to appoint Ms. Drake to the Conservation Commission through 2017. So voted.

The Selectmen reviewed the list of town officials to be appointed for the new fiscal year beginning July 1st. (Attachment #9) The Selectmen reviewed the list, and had a few questions to be answered. Mrs. Walter moved, and Mr. Hevy seconded, a motion to appoint the list as read, pending clarification. So voted.

IV. ANNOUNCEMENTS

A. FRIDAY TOWN MEETINGS REMINDER

Mr. Smith announced that there will be two town meetings Friday evening beginning at 7 PM at the Elementary School. He urged all residents to attend.

B. ZBA HEARING NOTICE

Mrs. Walter reviewed a hearing notice from the Zoning Board of Appeals regarding a hearing on July 7th on the application of Leonard Poulin of 30 Barnes Road for a variance on the front set-back requirements. Mrs. Walter emphasized to residents that when you receive notice of a hearing pay attention; too often we receive complaints after a hearing is over and a variance is granted.

C. DOG LICENSES

Mr. Hevy reminded residents that dog licenses are now due, along with a \$5 late fee. The late fee will increase to \$25 after September 1st.

V. FUTURE AGENDA ITEMS

A. MEETING WITH CONCOM AND BOH RE: BEAVER ISSUES

B. FOLLOW-UP MEETING RE: BEAVERS ON WEDNESDAY WITH BOARD OF HEALTH

C. EXECUTIVE SESSION NEXT WEEK TO DISCUSS CONTRACT AND JOB DESCRIPTION WITH NANCY NYKIEL

D. PROJECT UPDATES

There being no further business, at 7:45 PM Mrs. Walter moved, and Mr. Hevy seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton
Administrative Assistant