

MINUTES OF SELECTMEN'S MEETING JUNE 18, 2013

Chairman Walter called the meeting to order at 7:05 PM in the Senior Center with Mr. Smith and Mr. Chabot also present. She reminded those in attendance that the meeting was being both audio and video taped.

I. APPROVAL OF MINUTES OF JUNE 4, 2013 APPROVAL OF EXECUTIVE SESSION MINUTES OF JUNE 4, 2013

Mrs. Walter asked that approval of the aforementioned minutes be deferred to another time.

IA. APPROVAL OF SCHOOL WARRANT #1068 FOR \$46,845.31 APPROVAL OF GENERAL WARRANT #1069 FOR \$72,285.35 APPROVAL OF PAYROLL WARRANT #26 FOR \$607,344.32

Mr. Smith moved, and Mr. Chabot seconded, a motion to approve the aforementioned warrants. So voted.

II. OLD BUSINESS

A. AWARD FUEL BIDS

Mr. Chabot reviewed a letter from Highway Superintendent Gary Jean (Attachment #1) regarding the gasoline and diesel bids that were opened at the last Selectmen's meeting. Mr. Jean recommends awarding the gasoline to Peterson Oil Service of Worcester for a .1145 markup, and the diesel fuel bid to R. J. McDonald of Barre for a markup of .1144. Mr. Chabot moved, and Mr. Smith seconded, a motion to approve the recommendations of Mr. Jean in awarding the bids. So voted.

B. ERIC HEVY RE: FY14 BUDGET RECOMMENDATIONS

Eric Hevy, Chairman of the Finance Committee, was present to update the Selectmen on his committee's FY14 budget recommendations. Mr. Hevy reported that this has been a very challenging budget to balance, with an approximately \$439,000.00 deficit. He presented a brief explanation of the recommendations (Attachment #2) which details cuts amounting to \$169,000.00. The rest of the budget will be balanced with a combination of Free Cash and Stabilization.

Mrs. Walter noted that the Selectmen were present during the budget discussions, and agreed that it was a difficult budget to balance. She said that the Selectmen appreciate the time and effort of the Finance Committee in creating this budget. Mr. Smith noted that he is sympathetic to what the Finance Committee has gone through this year. He said that the Finance Committee has done a good job with such difficult circumstances.

C. FINANCIAL MANAGEMENT REVIEW RECOMMENDATIONS

Mrs. Walter noted that she would like the Selectmen to undertake the implementation of some of the recommendations of the Financial Management Review done by the Department of Revenue in 2007. (Available in the Selectmen's office) Mrs. Walter said that she would like to start with three topics; a study to consider the consolidation of IT services, a study of the state's Group Insurance Commission (GIC), and the implementation of personnel policies and job descriptions. Mr. Smith and Mr. Chabot agreed.

III. NEW BUSINESS

A. TYLER NICKERSON RECOGNITION

Mrs. Walter noted that North Brookfield resident Tyler Nickerson produced a documentary called "Ward Hollow" to commemorate the town's 200th Anniversary. The Selectmen presented Mr. Nickerson with a certificate recognizing his efforts in producing the film. Mr. Nickerson explained that he started doing this as a required community service project, but it became much more. When he started the documentary he thought that North Brookfield had very little to offer, but he now believes that North Brookfield has changed for the better. Mrs. Walter noted that everyone who saw the documentary learned a lot about North Brookfield. Mr. Smith noted that copies of the film are available for purchase at the Town Clerk's office and through the Historical Society. Proceeds will benefit the Town House and the Historical Society.

B. RYAN LUNDERGAN RE: HAZARD MITIGATION GRANT

Ryan Lundergan of Central Massachusetts Regional Planning Commission (CMRPC) was present to update the Selectmen on the availability of Hazard Mitigation Grant funds. These funds could be used to address the flooding problems in certain parts of town. Mr. Lundergan noted that North Brookfield's Pre-Disaster Mitigation Plan has already been completed and approved by FEMA. That plan identifies the areas of town that are prone to flooding or other disasters.

Mrs. Walter noted that intention of these grants is to avoid disasters when at all possible either thru roadway or drainage improvements. The grant requires a 25% match, but the match can be in-kind services or Community Development Block Grant (CDBG) funds. The Town has applied for a CDBG grant that includes funds that could be used in conjunction with the Hazard Mitigation funds.

Mr. Lundergan noted that there is no up-front cost to the Town for CMRPC to write the grant. The due date for the grant application is August 30th. At the Special Town

Meeting on Friday night the Selectmen are requesting \$12,000.00 to pay for engineering for the project, which is needed to write the grant application.

C. REQUEST FOR COMMON VICTUALLER'S PERMIT

Mrs. Walter read a letter from Dierdre Kenney asking for a Common Victualler's license for her mobile food truck. (Attachment #3) Ms. Kenney stated that she wants to be able to set up her truck if there are any special events in Town. She already has her business license and her permits from the Board of Health. Mr. Smith moved, and Mr. Chabot seconded, a motion to approve the license for Ms. Kenney. So voted.

D. REQUEST FOR ONE-DAY ALCOHOL LICENSE

Mrs. Walter reviewed a letter from Senior Center Director Carol Wheeler asking for a one-day liquor license for the Senior Center's Anniversary Dinner Dance to be held on June 28th. (Attachment #4) Mr. Smith moved, and Mr. Chabot seconded, a motion to approve the request. So voted.

E. ROAD MATERIALS BIDS

The Selectmen opened various road materials bids from Bond Construction, F. T. Smith Sand and Gravel, Massachusetts Broken Stone, EJP, Bartlett Consolidated, WinWater, and All States Asphalt. Mr. Chabot moved, and Mr. Smith seconded, a motion to take the bids under advisement to be reviewed by Highway Superintendent Gary Jean. So voted.

F. SOLTERRA MOU

Mrs. Walter explained that she, various department heads, and Attorney Rick Holland have been reviewing three proposals for electric net-metering for the past few months. (Available in the Selectmen's office) It has been determined that a proposal from Solterra, LLC, who is building a large solar facility at St. Joseph's Abbey in Spencer, is the best for North Brookfield. This proposal will give North Brookfield credits at a discount of 30%. There is no investment of Town money, and we will be receiving credits on our electric bills. Attorney Holland has put a lot of clauses into the agreement to protect the town. Mr. Chabot moved, and Mr. Smith seconded, a motion to approve and sign the MOU. So voted.

G. MAY POLICE REPORT

Mr. Smith reviewed the police report for the month of May as submitted by Chief Aram Thomasian, Jr. (Attachment #5) The Chief reported 30 incidents and 19 arrest/summons for the month. Mr. Smith moved, and Mr. Chabot seconded, a motion to accept the report. So voted.

H. TRANSFER REQUESTS

The Selectmen reviewed three requests for the transfer of funds. The first was from the Council on Aging requesting a transfer of \$39.00 from the Tri Valley Account to the COA Supplies Account, the second was to transfer \$77.99 from the Town House Purchase of Services Account to the Selectmen's Office Supplies Account, and the last one was to transfer \$88.65 from the Telephone Expense Account to the Selectmen's Advertising Account. Mr. Smith moved, and Mr. Chabot seconded, a motion to approve the requests. So voted.

I. FY14 HOLDEN HOSPITAL FUNDS

Mr. Chabot read a letter from UMass Memorial Healthcare informing Treasurer Anne Jannette that this year's distribution of Wachusett Area Emergency Services Fund will be made on or before July 1st. (Attachment #6) The letter states that North Brookfield's portion this year will be \$10,828.00. Mrs. Walter noted that last year all of the money went to the North Brookfield Emergency Squad, and this year she would like to consider using the money to purchase Fire Department gear. It was agreed to discuss this again at a later date.

J. DISCUSSION RE: ANNUAL APPOINTMENTS

The Selectmen reviewed a draft listing of officials to be appointed for FY2014. (Available in the Selectmen's office) As there were still a few people who had not responded as to whether or not they wish to be appointed, and there were some questions, it was agreed to do the appointments at the Selectmen's meeting on June 24th.

K. DISCUSSION RE: JUNE 24TH MEETING

It was agreed to hold a meeting on June 24th at 10 AM in the Selectmen's office, because the Senior Center is being used for an election on Tuesday June 25th.

IV. ANNOUNCEMENTS

A. SPECIAL STATE ELECTION TO BE HELD AT SENIOR CENTER NEXT TUESDAY, JUNE 25TH FROM 7 AM TO 8 PM TO ELECT A NEW SENATOR

Mr. Chabot announced this special election.

B. THERE WILL BE A SPECIAL TOWN MEETING ON FRIDAY, JUNE 21ST AT 7 PM AT THE ELEMENTARY SCHOOL, FOLLOWED BY THE ANNUAL TOWN MEETING AT 7:30

Mrs. Walter announced the town meetings.

C. RURAL 11 COMMUNITY HEARING JUNE 26TH

Mr. Smith read an announcement from CMRPC that there will be a public hearing on Wednesday, June 26th at the New Braintree Town Hall on the Rural 11 project.

D. LIBRARY EVENTS

Mr. Chabot announced that the Haston Library will be holding its Annual Book Sale on Saturday, June 22nd at 9 AM. Also, the library has discount passes available for the Pawtucket Red Sox.

E. DOG LICENSES ARE NOW OVERDUE

Mrs. Walter noted that there is now a \$5 late fee on dog licenses, and after September 1st there will be a \$25 late fee.

F. FAMILY FUN DAY ON THE COMMON, JUNE 29TH NOON TO 8 PM. THERE WILL BE A CHICKEN BBQ, RAFFLES, ENTERTAINMENT, AND MORE

Mr. Chabot announced this.

G. NBEMS SUBSCRIPTION DRIVE

Mr. Smith announced that the North Brookfield Emergency Squad is holding their annual subscription drive. He encouraged residents to support the squad.

V. FUTURE AGENDA ITEMS

A. GIC

B. PURCHASE ORDERS

There being no further business, at 8:45 PM Mr. Smith moved, and Mr. Chabot seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton
Administrative Assistant