

MINUTES OF SELECTMEN'S MEETING NOVEMBER 20, 2012

Chairman Petraitis called the meeting to order in the Senior Center at 7 PM with Mrs. Walter and Mr. Chabot also present. The Board offered their best wishes to Telegram and Gazette reporter Brad Miner, who is retiring this week.

I. APPROVAL OF MINUTES OF OCTOBER 23, 2012

Mrs. Walter asked that the October 23rd minutes be amended to reflect that Mr. Chabot had stated that the Town has a "world-class" Finance Committee, and that Dan Haynes had praised their ability to reduce expenses to meet revenues. Mrs. Walter moved, and Mr. Chabot seconded, a motion to approve the minutes as amended. So voted.

APPROVAL OF EXECUTIVE SESSION MINUTES OF OCTOBER 23, 2012

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

APPROVAL OF MINUTES OF OCTOBER 31, 2012

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

APPROVAL OF MINUTES OF NOVEMBER 5, 2012

Mrs. Walter asked that these minutes be amended to reflect the title of the account as Police Vehicle (refurbish). Mrs. Walter moved, and Mr. Chabot seconded, a motion to approve the aforementioned minutes as amended. So voted.

APPROVAL OF EXECUTIVE SESSION MINUTES OF NOVEMBER 5, 2012

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

APPROVAL OF MINUTES OF NOVEMBER 13, 2012

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

APPROVAL OF MINUTES OF NOVEMBER 16, 2012

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

**IA. APPROVAL OF SCHOOL WARRANT #1027 FOR \$266,237.77
APPROVAL OF GENERAL WARRANT #1028 FOR \$67,741.23
APPROVAL OF PAYROLL WARRANT #11 FOR \$310,508.46**

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

IB. PUBLIC COMMENT PERIOD

There was no one present for the Public Comment Period.

III. NEW BUSINESS

A. COMMUNITY DEVELOPMENT STRATEGY HEARING

Andrew Loew of Pioneer Valley Planning Commission was present to host a public hearing on the Town's 2013 Community Development Strategy. This is being done in anticipation of the Town applying for a Community Development Block Grant.

Mr. Loew presented a draft of the Community Development Strategy. (Attachment #1)
Mr. Loew noted that this is an updated version of the Town's 2010 strategy.

Mrs. Walter asked if there were any changes made from the draft she had submitted yesterday, and Mr. Loew noted that he merged the two sections on Open Space into one. Mrs. Walter noted that she will review the document and submit any edits to Mr. Loew.

Mr. Loew noted that the most important part of the document is the final page that lists the Town's priority projects and strategies. These include housing improvements such as rehabilitation loans or grants for low- and moderate-income persons, and infrastructure improvements, including studies of the drainage, drinking water and pedestrian circulation systems in neighborhoods near the town center.

Mrs. Walter moved, and Mr. Chabot seconded, a motion to endorse the 2013 Community Development Strategy as presented, with the provision that the Open Space section of the document be edited if necessary. So voted.

B. REQUEST FOR ALCOHOL LICENSE AT JIM'S PIZZA @ 7:15

At 7:15 PM Mr. Petraitis opened the public hearing on the application of Diamanto Kapoukranidis dba Jim's Pizza for a license to serve beer and wine at 231 North Main Street. None of the abutters were present. Mrs. Walter moved, and Mr. Chabot seconded, a motion to approve the license pending ABCC approval. So voted.

II. OLD BUSINESS

A. REQUEST FROM WATER DEPARTMENT FOR FEMA FUNDS

Mr. Petraitis reviewed a letter from the Board of Water Commissioners asking that \$8,069.33 in FEMA funds for the October 29, 2011 snowstorm be restored to the Water Department budget. (Attachment #2) Mrs. Walter moved, and Mr. Chabot seconded, a motion to approve the request contingent upon the Town Accountant receiving reimbursement for the tree removal project. So voted. Steve Jones, Water Department Superintendent, noted that the tree removal project has not yet been submitted, but will be submitted separately.

B. FRIENDS OF TOWN HOUSE RE: RECENT COMMUNITY SPIRIT AWARD

Trish Miller of the Friends of the North Brookfield Town House group was present to talk to the Selectmen about a recent ceremony honoring the Friends with a Community Spirit Award from Preservation Massachusetts. The Friends were instrumental in getting the Town House placed on the 2012 list of the state's most endangered buildings. According to Mrs. Miller, since 1993 140 buildings have been placed on the list, and only 12 have been lost. The Friends are very pleased to see the Town House placed on that list.

Mrs. Miller noted that the Friends group is a 501(c) non-profit organization, which makes donations tax-deductible. She noted that the architectural plans are 90% complete, and are awaiting approval from Mass Historic. Mrs. Walter noted that we are waiting for a budget, and asked if the Selectmen could put a deadline on obtaining the budget? Mr. Petraitis noted that since Mr. Samuelson just got the final information from the insurance company last Thursday, Mr. Samuelson should be allowed a couple of weeks for his part.

Mr. Chabot offered the Board's congratulations to Mrs. Miller and the Friends group, noting that it was really nice to be there to see the Town House and the Friends be honored.

C. REQUEST FOR APPROVAL FROM TOWN ACCOUNTANT

Mr. Petraitis reviewed a letter from Town Accountant Nancy Nykiel (Attachment #3) asking for the Board's approval of a letter to be sent out with FY14 budget requests. Mrs. Walter moved, and Mr. Chabot seconded, a motion to approve the letter. So voted.

III. NEW BUSINESS

C. RESIGNATION OF GLENN GERARDI

Mr. Petraitis read a letter from Glenn Gerardi resigning from his position as Outreach Coordinator at the Senior Center. (Attachment #4) Mrs. Walter moved, and Mr. Chabot seconded, a motion to accept the resignation with regret, and to send a letter of thanks. So voted.

D. CIC GRANT FOR STORMWATER MANAGEMENT

Mr. Petraitis reviewed an e-mail from Spencer Town Administrator Adam Gaudette (Attachment #5) asking if North Brookfield would be interested in participating in a storm water management program. The program, already in place for several of the larger towns in the area, is grant funded through a Community Innovation Challenge Grant. The group is going to apply for a second round of grant funding in order to add more towns. There is no cost to the town to sign onto this latest grant application, and the Selectmen noted that North Brookfield does have some issues with storm water. Mrs. Walter moved, and Mr. Chabot seconded, a motion to approve and sign the grant application. So voted.

E. CIC GRANT FOR SOFTWARE UPGRADE

Mr. Petraitis read an e-mail from the Town of Royalston (Attachment #6) asking if North Brookfield would be interested in participating in a grant application to improve software for the assessing and collection of taxes. Mrs. Walter noted that there is a cost associated with this software. Mr. Chabot moved, and Mrs. Walter seconded, a motion not to participate in this opportunity at this time. So voted.

IV. ANNOUNCEMENTS

A. THERE WILL BE A SPECIAL TOWN MEETING ON FRIDAY, NOVEMBER 30TH AT 7 PM IN THE ELEMENTARY SCHOOL AUDITORIUM

Mr. Petraitis reminded residents of the Special Town Meeting next week.

B. TREE LIGHTING SATURDAY, DECEMBER 1ST

Mr. Petraitis read an announcement from the North Brookfield Decorates committee about the annual tree lighting ceremony to be held Saturday, December 1st at 6 PM. (Attachment #7)

C. BAY PATH HOUSE BUILDING PROJECT

Mr. Petraitis read an announcement from Bay Path Regional Vocational Technical School (Attachment #8) that applications are being accepted from anyone interested in having a house built by the students. The deadline for application is January 7th.

D. TOYS FOR JOY

Mr. Petraitis announced that applications are available for the Toys for Joy program at the Police Department. Applications are due by December 6th.

V. FUTURE AGENDA ITEMS

Mrs. Walter noted that some departments will deliver project updates over the next couple of meetings.

Mr. Chabot noted that the VFW will be donating a new flag for the Town House some time next week. He will let everyone know when this will happen.

Mrs. Walter noted that Dick Fiske will be hosting an event this Saturday, November 24th, for victims of Sandy from noon to 8 PM. The time was misstated in the NB Cares newsletter.

At 7:40 PM Mrs. Walter moved, and Mr. Chabot seconded, a motion to enter Executive Session to conduct negotiations with non-union personnel. Roll call: Petraitis, yes; Walter, yes; Chabot, yes. So voted. Mr. Petraitis announced that the Board would exit Executive Session only to adjourn.

At 7:55 PM the Board came out of Executive Session. Mr. Chabot moved, and Mrs. Walter seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton
Administrative Assistant