

## **MINUTES OF SELECTMEN'S MEETING JULY 16, 2012**

Chairman Petraitis called the meeting to order in the Senior Center at 7:15 PM with Mr. Chabot and Mrs. Walter also present.

### **I. APPROVAL OF MINUTES OF JULY 2, 2012**

Mrs. Walter moved, and Mr. Chabot seconded, a motion to approve the minutes of July 2, 2012 as written. So voted.

#### **IA. APPROVAL OF GENERAL WARRANT #1002 FOR \$53,267.84 APPROVAL OF GENERAL WARRANT #1003 FOR \$49,683.05 APPROVAL OF GENERAL WARRANT #1004 FOR \$143,155.22 APPROVAL OF PAYROLL WARRANT #1 FOR \$198,654.51**

Mrs. Walter moved, and Mr. Chabot seconded, a motion to approve the aforementioned FY13 warrants. So voted.

#### **APPROVAL OF FY12 GENERAL WARRANT #1071 FOR \$105,344.48 APPROVAL OF FY12 GENERAL WARRANT #1072 FOR \$65,500.36**

Mrs. Walter moved, and Mr. Chabot seconded, a motion to approve the aforementioned FY12 warrants. So voted.

### **IB. PUBLIC COMMENT PERIOD**

There was no one present for the Public Comment Period.

## **II. OLD BUSINESS**

### **A. FY12 TRANSFER REQUESTS**

The Selectmen reviewed six requests for the transfer of funds for FY12. (Attachment #1) Those transfers were:

1. A transfer of \$5,000.00 from the Board of Health Purchase of Services Account to the Board of Health Landfill Account.
2. A transfer of \$2,164.47 from the Selectmen's General Insurance Account to the Selectmen's Town Counsel Account.
3. A transfer of \$51.86 from the COA Activity Program Account to the COA Director Salary Account.
4. A transfer of \$372.60 from the Selectmen's General Insurance Account to the Collector's Postage Machine Account.
5. A transfer of \$1,695.01 from the Treasurer's Group Insurance Account to the Highway Vehicle Supply Account.

6. A transfer of \$168.82 from the ZBA, Highway, and Group Insurance Accounts to the ZBA Clerk, Snow and Ice, and Veteran's Benefits Accounts.

## **B. HOLDEN HOSPITAL FUND DISTRIBUTION**

Mr. Petraitis read a letter from Roland Marinello of UMass Memorial Medical Center informing the Town that this year's distribution from the Holden Hospital Fund will be \$11,043.00 to be distributed after July 1<sup>st</sup>. (Attachment #2)

Mr. Chabot stated that he would like to hold back 10% - 15% of that money before giving the rest to various town departments. Mrs. Walter moved, and Mr. Chabot seconded, a motion to retain 15%, which comes to \$1,656.00; give approximately 75%, or \$7,040.00, to the EMS; 15%, or \$1,408.00, to the Police Department; and 10%, or \$939.00, to the Fire Department. So voted.

## **C. LETTER FROM COLER AND COLANTONIO**

Mr. Chabot reviewed a letter from Paul Geurtin of Coler and Colantonio (Attachment #3) in which Mr. Geurtin offers to work on an application to the TIP program for upgrading East Brookfield Road. The Town would have to pay for the engineering to be done.

Mrs. Walter noted that the TIP program is very slow; it could be several years before the project would be funded. East Brookfield Road is in poor condition and needs to be done soon. Mrs. Walter said that she and Highway Superintendent Gary Jean met with Ryan Lundergan of CMRPC, who has agreed to write an application for a STRAP grant for East Brookfield Road at no cost to the Town. Mr. Lundergan feels that the application would have a good chance of being awarded.

Mr. Petraitis stated that he does not want to disregard the TIP program, but it requires up-front funds from the Town that we do not have right now. He agreed that East Brookfield Road should be done sooner rather than later.

Mrs. Walter noted that Mr. Jean has a plan to pave East Brookfield Road using Chapter 90 funds next year if necessary.

Mr. Chabot moved, and Mrs. Walter seconded, a motion to decline Mr. Geurtin's offer at this time. So voted.

## **D. REQUEST FROM JIM FOYLE RE: ELECTRIC OUTLET NEAR WAR MONUMENT**

Mr. Petraitis explained that Mr. Foyle has requested an electrical outlet near the Civil War Monument by the Congregational Church to be used during the Memorial Day ceremonies. Mrs. Walter reported that she and Mr. Foyle spoke to Troy Brown about this problem, and that Mr. Brown has some ideas on how to fix the situation and is working with the Congregational Church on the issue.

## **E. JOB DESCRIPTIONS**

Mrs. Walter reported that the Regional Selectmen's group has received draft job descriptions of the common jobs shared by most of the four towns. The towns then gave Attorney Dolan any other unique jobs that they may have in their own town. Mrs. Walter noted that the job descriptions are clear and concise. After all of the job descriptions are finished Attorney Dolan is going to work on policies for the four towns.

Mrs. Walter reviewed a draft work at home policy. (Attachment #4) The Selectmen agreed to discuss this issue again at the next meeting.

## **III. NEW BUSINESS**

### **A. VOTE AUTHORIZING REFINANCING OF SEWER DEBT**

Treasurer Ann Jannette was present to ask the Selectmen to approve the refinancing and consolidation of three sewer loans.

Mrs. Walter moved, and Mr. Chabot seconded, a motion that in order to reduce interest costs, the Treasurer is authorized to issue refunding bonds, at one time or from time to time, pursuant to Chapter 44, Section 21A of the General Laws, or pursuant to any other enabling authority, to refund the outstanding balance of the Town's (i) \$2,500,000 Sewer Bond dated February 16, 1995, (ii) \$841,000 Sewer Bond dated August 3, 1995, and (iii) \$900,000 Sewer Bond dated December 18, 2007 (collectively, the "Refunded Bonds") and that the proceeds of any refunding bonds issued pursuant to this vote shall be used to pay the principal of and interest on the Refunded Bonds and costs of issuance of the refunding bonds.

And further moved that the sale of the \$2,765,000 General Obligation Refunding Bonds of the Town dated July 20, 2012 (the "Bonds"), to Robert W. Baird & Co., Inc. at the price of \$2,792,475.45 is hereby approved and confirmed. The Bonds shall be payable on August 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2012	\$185,000	2.00%	2020	130,000	3.00%
2013	145,000	2.00	2021	130,000	3.00
2014	140,000	2.00	2022	130,000	3.00
2015	140,000	2.00	2024	250,000	2.30
2016	135,000	2.00	2026	250,000	2.50
2017	135,000	2.00	2028	250,000	2.625
2018	135,000	2.00	2030	245,000	3.00
2019	135,000	3.00	2032	230,000	3.00

Further that the Bonds maturing on August 1, 2024, August 1, 2026, August

1, 2028, August 1, 2030 and August 1, 2032 (each a “Term Bond”) shall be subject to mandatory redemption or mature as follows:

Term Bond due August 1, 2024

<u>Year</u>	<u>Amount</u>
2023	\$125,000
2024*	125,000

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\*Final Maturity

Term Bond due August 1, 2026

<u>Year</u>	<u>Amount</u>
2025	\$125,000
2026*	125,000

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\*Final Maturity

Term Bond due August 1, 2028

<u>Year</u>	<u>Amount</u>
2027	\$125,000
2028*	125,000

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\*Final Maturity

Term Bond due August 1, 2030

<u>Year</u>	<u>Amount</u>
2029	\$125,000
2030*	120,000

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\*Final Maturity

Term Bond due August 1, 2032

<u>Year</u>	<u>Amount</u>
2031	\$115,000
2032*	115,000

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\*Final Maturity

Further that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated July 3, 2012, and a final Official Statement dated July 12, 2012 (the “Official Statement”), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and any tax-exempt bonds and notes as the Town may issue from time to time.

Further that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

So voted.

Mr. Chabot noted that Mrs. Jannette did a great job with this refinancing, and it will save money for the sewer users. Mrs. Walter moved, and Mr. Chabot seconded, a motion to recommend to the Sewer Commissioners that the savings be used to reduce user rates. So voted.

#### **B. SIGN WARRANT FOR SEPTEMBER 6<sup>TH</sup> STATE PRIMARY**

Mr. Petraitis reviewed the warrant for the September 6<sup>th</sup> State Primary. (Attachment #5) Mrs. Walter moved, and Mr. Chabot seconded, a motion to sign and post the warrant. So voted.

#### **C. E-MAIL FROM KEN ELSTEIN RE: AGGREGATION HEARING**

Mr. Chabot read an e-mail from Ken Elstein (Attachment #6) of the Hampshire Council of Governments informing the Town that the state Department of Energy Resources has approved Hampshire Council of Government's Electrical Aggregation program, and that there will be a public hearing in Boston on Wednesday, August 1<sup>st</sup>. Mr. Elstein asked that officials from each of the 28 participating towns attend the public hearing. Mrs. Walter asked that if any resident is interested in attending the hearing to represent North Brookfield, please contact the Selectmen's office.

#### **IV. ANNOUNCEMENTS**

##### **A. ZBA HEARING NOTICE**

Mr. Petraitis read a notice from the Zoning Board of Appeals that they will be holding a public hearing on the application of Dan Kittredge of 24 Hillsville Road for a variance on the front setback requirements to construct a porch. The hearing will be held on Wednesday, July 25<sup>th</sup> at 6:30 PM in the Haston Library.

##### **B. PILGRIM BAPTIST CHURCH COUNTRY FAIR**

Mrs. Walter announced that the Pilgrim Baptist Church will be holding a Country Fair on Saturday, July 21<sup>st</sup> at 10 AM. There will be games, prizes, pony rides and snacks.

Also, Pilgrim Baptist Church will be holding a Vacation Bible School from July 23<sup>rd</sup> to July 27<sup>th</sup>.

##### **C. 200<sup>TH</sup> ANNIVERSARY PARADE AUGUST 18<sup>TH</sup>**

Mr. Chabot announced that on August 28<sup>th</sup> in honor of the town's 200<sup>th</sup> Anniversary, there will be a parade from the school down Main Street to Gilbert Street starting at 11 AM. The parade will be followed by live music, hayrides, food and drink, games and historical tours in the center of town.

#### **V. FUTURE AGENDA ITEMS**

##### **A. MEETING WITH NBEMS JULY 30<sup>TH</sup>**

Mr. Petraitis noted that the Selectmen will begin their monthly meetings with the ambulance squad on July 30<sup>th</sup>.

Mrs. Walter reminded everyone that the work at home policy will be discussed again on July 30<sup>th</sup>.

Mr. Petraitis asked that sometime after the Selectmen's summer meeting schedule has ended, and regular weekly meetings resume, he would like to ask the Finance Committee to attend a meeting to discuss options for the fall town meeting vote to take funds from the Stabilization Account. He noted that there are ramifications for the Town whichever way the vote goes. Mrs. Walter agreed, stating that the Selectmen and the Finance Committee need to be prepared for every possible scenario.

Mr. Chabot asked about plans to sell the old fire truck. Mrs. Walter asked about listing the truck on Municibid again, and Mr. Chabot suggested E-Bay. Mr. Chabot noted that Steven Woods, a car dealer in town, sells a lot of vehicles on E-Bay, and perhaps he would be willing to assist the town with this.

At 8:05 PM Mrs. Walter moved, and Mr. Chabot seconded, a motion to enter Executive Session to discuss strategy related to negotiations with non-union personnel, because an open session may have a detrimental effect on the Town's negotiating position. Roll call: Petraitis, yes; Walter, yes; Chabot, yes. So voted. Mr. Petraitis announced that the Board would exit Executive Session only to adjourn.

At 9:10 PM the Board came out of Executive Session. Mrs. Walter moved, and Mr. Chabot seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton  
Administrative Assistant