

MINUTES OF SELECTMEN'S MEETING JULY 12, 2016

Chairman Walter called the meeting to order in the Senior Center at 6 PM with Mr. Hevy and Mr. Kiley also present. She noted that the meeting was being both audio and video taped.

I. APPROVAL OF MINUTES

- **April 27, 2016 #2**

Mr. Hevy moved, and Mr. Kiley seconded, a motion to defer approval of these minutes to the next meeting. So voted.

- **June 13, 2016**

Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve these minutes. So voted.

- **June 16, 2016**

Mr. Hevy moved, and Mr. Kiley seconded, a motion to defer approval of these minutes to the next meeting. So voted.

- **June 28, 2016**
- **July 5, 2016**
- **July 5, 2016 Exec Session**

Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve these minutes as written. So voted.

II. APPROVAL OF WARRANTS

FY 2016

- **School Warrant #1062 for \$43,639.57**
- **General Warrant #1063 for \$120,008.83**
- **Payroll Warrant #27 for \$131,475.74**

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

FY2017

- **School Warrant #1000 for \$40,967.40**
- **General Warrant #1001 for \$704,278.49**
- **Sewer and Water Warrant #1002 for \$412,349.26**
- **Payroll Warrant #1 for \$88,691.80**

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

III. PUBLIC PARTICIPATION

- **The public has the opportunity to briefly comment on agenda items through the Chairman**

Mrs. Walter reminded those in attendance that they would have the opportunity to comment on any of the evening's agenda items.

IV. FINANCIAL REPORTS

A. Requests to transfer funds

The Selectmen reviewed a request from the Board of Health to transfer the sum of \$1,344.85 from the BOH Clerk Salary Account to the Landfill Contracts Account. Mr. Hevy moved, and Mrs. Walter seconded, a motion to approve and sign the transfer. So voted, with Mr. Kiley not voting.

The Selectmen reviewed a request from the Water Department to transfer the sum of \$134.41 from the Water Vehicle Expense Account to the Water Clerk Salary Account. Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve and sign the transfer. So voted.

The Selectmen reviewed a request from the Water Department to transfer the sum of \$2,116.00 from the Water Vehicle Expense Account to the Water System Improvement Account. Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve and sign the transfer. So voted.

The Selectmen reviewed a request from the Selectmen's office to transfer the sum of \$1,693.12 from the Telephone Expense Account and the Town House Oil Account to the Street Lighting Account. Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve and sign the transfer. So voted. (Attachments #1 – 4)

B. Update from Senator Gobi re: local aid

Mr. Hevy reviewed a letter from Senator Ann Gobi informing the Board that the Town will receive \$766,149.00 in Unrestricted General Government Aid and \$4,236,418.00 in Chapter 70 funding for FY17. (Attachment #5)

V. OLD BUSINESS

A. Status of the solar project lease

Mrs. Walter noted that the solar lease has gone from the town's legal counsel to Melink's legal counsel. The Selectmen are planning a conference call later in Executive Session to discuss the lease with the consultant.

B. Discuss appointment of Highway Superintendent Search Committee

Mrs. Walter noted that the Highway Superintendent has submitted a new letter stating that he will not be retiring until February, which gives the Selectmen a little more time to find a replacement. Mrs. Walter read a letter from Brian and Tara Hayes volunteering for the committee, and also one from Fred Smith. (Attachments #6 and #7)

The Selectmen had previously received a letter from Paul Benoit of Birch Hill Road, and Karen Hubacz Kiley had also expressed an interest. It was agreed to discuss this again at the next meeting.

VI. NEW BUSINESS

A. Police Chief Mark Smith

- **Police monthly report**

Police Chief Mark Smith reviewed his monthly report for the month of May 2016. (Attachment #8) The Chief reported 25 incidents and 17 arrest/summons for the month. Mr. Hevy moved, and Mr. Kiley seconded, a motion to accept the report. So voted.

Chief Smith reviewed his monthly report for the month of June 2016. (Attachment #9) The Chief reported 34 incidents and 22 arrest/summons for the month. Mr. Hevy moved, and Mr. Kiley seconded, a motion to accept the report. So voted.

- **Appointment of three part-time officers**

Chief Smith introduced two new part-time officers, Erik Bishop of Holden and Sarah Dwyer of Spencer. Both candidates come highly recommended. Mr. Hevy moved, and Mr. Kiley seconded, a motion to appoint both candidates. So voted.

A third candidate, Matthew Niles of Ludlow could not be present because of a mandatory training for his paramedic job. Mr. Hevy moved, and Mr. Kiley seconded, a motion to appoint Mr. Niles subject to his attendance at a future meeting to introduce himself. So voted.

B. CMRPC request for alternate

Mrs. Walter reviewed a letter from CMRPC asking for the Selectmen to appoint an alternate to the commission. (Attachment #10) She explained that the Planning Board appoints the Town's delegate, and the Selectmen must appoint the alternate. She is willing to continue as the alternate for FY17. Mr. Hevy moved, and Mr. Kiley seconded, a motion to appoint Mrs. Walter as the Town's alternate to CMRPC. So voted.

C. CMEMS request for representative

The Selectmen reviewed a letter from the Central Massachusetts EMS Corporation asking for the Selectmen to appoint a representative. (Attachment#11) Mr. Hevy said that he would like to volunteer. Mr. Kiley moved, and Mrs. Walter seconded, a motion to appoint Mr. Hevy. So voted.

D. Donation to General Fund

Mrs. Walter read a letter from an anonymous donor who, for the past several years, has donated \$365 per year to the Town. (Attachment #12) Mr. Hevy moved, and Mr. Kiley seconded, a motion to accept the donation for the Town's general fund. So voted.

E. Sign warrant for 2016 State Primary

Mrs. Walter reviewed the warrant for the September 2016 State Primary. (Attachment #13) Mr. Hevy moved, and Mr. Kiley seconded, a motion to sign and post the warrant. So voted.

F. Call for Special Town Meeting for July 29, 2016 relative to the MSBA requirements for a Feasibility Study on the elementary school roof

Mrs. Walter reviewed a letter from School Superintendent Marilyn Tencza asking the Selectmen to call a Special Town Meeting in order to meet an MSBA deadline to approve funding for a feasibility study on replacing the elementary school roof. (Attachment #14) Mr. Hevy moved, and Mr. Kiley seconded, a motion to sign and post the warrant. So voted.

G. Accept funds for surplus Highway truck

Mr. Hevy reviewed a letter from the New Braintree Board of Selectmen asking to purchase North Brookfield's old manhole cleaner truck. (Attachment #15) They have sent a check for \$1,000.00. Mr. Hevy moved, and Mr. Kiley seconded, a motion to accept the check. So voted.

H. Highway maintenance schedule

Mr. Hevy reviewed a list of Highway Department maintenance items that the Superintendent plans to accomplish this year. (Attachment #16) Mr. Hevy reported that he has asked the Public Safety Committee to look at the issues on Tucker Road and make a recommendation by the end of July. Mrs. Walter said that she went to Tucker Road to look at the problems. The neighbor who has complained wants the upper part of the road to be paved.

VI. ANNOUNCEMENTS

A. Reminder, Dog Licenses now due. After June 1st there is a \$5 late fee per

household. Late fee will be \$25 after September 1st

Mrs. Walter reminded residents that dog licenses are now overdue.

B. Volunteers needed for Highway Superintendent search committee

Mrs. Walter reminded residents that the Selectmen are still looking for volunteers to serve on the Highway Superintendent Search Committee. The Selectmen hope to make those appointments at the next meeting.

C. Planning Board hearing notice

Mr. Kiley read a notice from the Planning Board that they will be holding a public hearing on Wednesday, July 20th on the application of ZPT Energy Solutions to build a photovoltaic array on West Brookfield Road.

D. Tyler Wolanin office hours

Mrs. Walter announced that Senator Gobi's Legislative Aide, Tyler Wolanin, will hold office hours in North Brookfield on Tuesday, July 26th from 11 AM to noon at the Senior Center.

VII. PENDING/FUTURE AGENDA ITEMS

- See attached list

IX. EXECUTIVE SESSION

At 7:30 PM Mr. Hevy moved, and Mr. Kiley seconded, a motion to enter Executive Session to discuss strategy related to negotiations with non-union personnel, and also to consider the lease of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. Roll call: Walter, yes; Hevy, yes; Kiley, yes. So voted. Mrs. Walter announced that the Board would exit Executive Session only to adjourn.

At 8:25 PM the Board came out of Executive Session. Mr. Hevy moved, and Mr. Kiley seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton
Administrative Assistant

PROJECT STATUS AND PENDING/FUTURE SELECTMEN'S AGENDA ITEMS

PROJECT

NBDDP/Aztec
Solar contracts on Municipal Property
Purchase Orders
Creation of Financial Advisory Committee
Personnel policies
Cemetery Road / Bell Street Paving Project
Analysis of Bids on health insurance
98 Shore Road
Electric aggregation
Community Compact projects
IT Grant
Fire Truck Grant
Website project
Town House restoration project
Lashaway/ Great Pond designation
Requests for AEDs

STATUS

BOS - Planning final remediation
BOS – with legal counsel
IT/Accounting Software/Access
Awaiting Comm Compact Recs
Discuss HR Committee
Highway
Finance Committee
No action taken for sale or lease
Final vote pending
Waiting for final reports
Awarded
Bids due August 1st
Website in production phase
FOTH Capital Campaign launched 050916
Awaiting DEP response
Pending