**MINUTES OF SELECTMEN’S MEETING**

**SEPTEMBER 6, 2016**

Chairman Walter called the meeting to order in the Senior Center at 6:00 PM with Mr. Hevy and Mr. Kiley also present.

1. **APPROVAL OF MINUTES**

* **June 16, 2016**
* **August 16, 2016**
* **August 23, 2016**
* **August 23, 2016 Executive Session**
* **August 26, 2016**

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

* **August 31, 2016**

It was agreed to defer approval of these minutes to the next meeting.

* **Move all Executive Session minutes related to negotiations of Police Contract into open domain**

Mr. Hevy moved, and Mr. Kiley seconded, a motion to move all minutes related to the negotiation of the police union contract into the open domain. So voted.

1. **APPROVAL OF WARRANTS**

* **School Warrant #1009 for $168,945.80**
* **General Warrant #1010 for $190,686.47**
* **Debt Warrant #1011 for $559,265.55**
* **Payroll Warrant #5 for $283,522.64**

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

**III. PUBLIC PARTICIPATION**

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

Mr. Edward Hubacz of 38 Mad Brook Road was present to complain to the Selectmen than his road never had a final “top coat” applied. According to Mr. Hubacz the road is deteriorating, and he would like the Highway Department to have the road paved as soon as possible.

Mr. Kiley asked why the Highway Superintendent does not submit monthly reports. He was informed that in the past there were quarterly reports submitted. Mr. Kiley said that he would like to see monthly reports required for the Highway Department and other town departments.

**IV. FINANCIAL REPORTS**

* **Budget update**

The Selectmen reviewed a memo from the Town Accountant that updated FY17 Cherry Sheet numbers from the state. The memo shows that the FY17 budget deficit is now $312,304.00.

* **FY18 Budget Guidelines**

The Selectmen reviewed the FY17 Budget Policy, Timeline, and Guidelines. The Selectmen should start working on the budget policy for FY18. The Selectmen will talk about this again at the next meeting.

**V. OLD BUSINESS**

**A. Discuss meeting with EB Selectmen**

Mrs. Walter and Mr. Kiley recently attended a meeting in East Brookfield with the Board of Selectmen. Mr. Kiley explained that the two boards spoke about exploring ways for the towns to collaborate. The first area discussed was the town beach, and there were also discussions on extending the North Brookfield sewer line into East Brookfield along Lake Lashaway, and also about collaboration between the Senior Centers.

**VI. NEW BUSINESS**

**A. Ross Hubacz and Kate Marquis re: Town Forest event**

Kate Marquis from DCR and Ross Hubacz of Hull Forest Products were present to let everyone know that there will be a Town Forest Conference at the North Brookfield Elementary School on Sunday, September 25th. According to Ms. Marquis there will be many people from across the state in attendance. There will be several speakers and a shuttle bus to the Town Forest on West Brookfield Road where Mr. Hubacz will lead walking tours. The public is welcome to attend

**B. Police Chief w/ monthly report**

This item was deferred until the next meeting.

**VII. ANNOUNCEMENTS**

**A. Reminder, the State Primary will be held Thursday from 7 AM to 8 PM**

Mr. Hevy read this announcement

**B. Voter registration hours**

Mr. Hevy announced that the last day to register to vote in the November 8th Presidential Election in Wednesday, October 19th in the Town Clerk’s office.

**C. Volunteers still needed for Commission on Disability**

Mrs. Walter noted that there may be someone who wants to volunteer for this committee, but there is still one more person at a minimum needed.

**D. Quabaug 100th Anniversary**

Mr. Kiley announced that everyone in town is invited to attend the 100th anniversary celebration of the Quabaug Corporation on Friday, September 16th from 10AM to 1 PM.

Mr. Hevy reminded the Board that they need to discuss plans to replace the Town Collector when she retires in February. Mrs. Walter said that she will set up a meeting with the Collector, Treasurer, and Accountant.

**VIII. PENDING/FUTURE AGENDA ITEMS**

* **See attached list**

**IX. EXECUTIVE SESSION**

At 7:05 PM Mr. Hevy moved, and Mr. Kiley seconded, a motion to enter Executive Session to discuss the purchase, exchange, lease or value of real estate. Roll call: Walter, yes; Hevy, yes; Kiley, yes. So voted. Mrs. Walter announced that the Board would exit Executive Session only to adjourn.

At 7:50 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 STATUS**

**NBDDP/Aztec BOS - Planning final remediation Solar contracts on Municipal Property BOS – with legal counsel**

**Purchase Orders IT/Accounting Software/Access**

**Creation of Financial Advisory Committee Awaiting Comm Compact Recs**

**Personnel policies Discuss HR Committee**

**Cemetery Road / Bell Street Paving Project Highway**

**Analysis of Bids on health insurance Finance Committee**

**98 Shore Road BOS for discussion**

**Electric aggregation Final vote pending**

**Community Compact projects Awaiting final reports**

**Town House restoration project FOTH Capital Campaign launched 050916**

**Lashaway/ Great Pond designation Awaiting DEP response**

**Requests for AEDs Pending**