

MINUTES OF SELECTMEN'S MEETING SEPTEMBER 27, 2016

Mrs. Walter called the meeting to order at 6:05 PM in the Senior Center with Mr. Hevy and Mr. Kiley also present.

I. APPROVAL OF MINUTES

- **September 20, 2016**

Mr. Kiley read these minutes. Mr. Hevy moved, and Mr. Kiley seconded, a motion to accept the minutes as read. So voted.

II. APPROVAL OF WARRANTS

There were no warrants.

III. PUBLIC PARTICIPATION

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

Mrs. Walter noted that anyone in attendance could comment on any of the evening's agenda items.

IV. FINANCIAL REPORTS

A. FY18 Budget Policy and Calendar

Mrs. Walter noted that the Selectmen are meeting with the Finance Committee tomorrow night, and will review the draft budget calendar with them. Mr. Hevy stated that he would like the FinCom's feedback on the policy and guidelines as well.

V. OLD BUSINESS

A. Requests for AED

The Selectmen reviewed information from CMRPC on their bulk pricing for AEDs. CMRPC has a price for one with text and voice prompts of \$2,355.76. The Board of Health had obtained an AED in March for \$1,654.00. Mr. Hevy said that he will speak with Mr. Kiritsy of NBEMS for a recommendation on what type of AED to purchase.

VI. NEW BUSINESS

A. Request for appointment to Planning Board

Mr. Hevy reviewed a letter from the Planning Board asking that James Grace be appointed to fill the vacancy left by the relocation of Steve Cummings. (Attachment #1) Mrs. Walter noted that the appointment would only be until the next election. Mr. Grace was present, and said that he briefly served on the Planning Board in the 1990s, and feels that he would be an asset to the Board. Mr. Hevy moved, and Mr. Kiley seconded, a motion to appoint Mr. Grace to the Planning Board until the May 2017 election. So voted.

B. Water Department request for appointment

Water Superintendent Rich Kennan and Water Commissioner Jim Kularski were present to ask the Selectmen to appoint Kelly Valeri as their new Administrative

Assistant. (Attachment #2) Since Ms. Valeri was not present, Mr. Kiley asked that the men tell the Board about her. Mr. Kularski said that Ms. Valeri is from town, and was chosen from six finalists. Mr. Hevy moved, and Mr. Kiley seconded, a motion to appoint Ms. Valeri as the Water Department Administrative Assistant. So voted.

C. Review/sign Special Permit Application

The Selectmen reviewed special permit applications from Melink Solar, LLC for the four solar projects being proposed for town property. (Attachment#3) Mr. Hevy moved, and Mr. Kiley seconded, to sign the applications as the owners of the property. So voted.

D. CIP and financial forecasting follow up

The Selectmen discussed an e-mail from Monica Lamboy of the Collins Center asking when the Selectmen would like to hold an open meeting for town officials and residents regarding the financial forecasting project that the Collins Center recently did for the town. (Attachment #4) Ms. Lamboy had offered October 17, 18, 19, 24, or 27 as potential dates. The Selectmen agreed that a Monday or Thursday would be preferred. Leslie will get back to Ms. Lamboy to tell her that the Selectmen have decided on October 17, 24, or 17 as the best dates.

VII. ANNOUNCEMENTS

A. Voter registration hours for Presidential election

Mr. Hevy announced that the last day to register to vote at the November 8th presidential election will be Wednesday, October 19th in the Town Clerk's office.

B. Early voting hours for Presidential election

Mrs. Walter reviewed a memo from the Town Clerk that there will be early voting for the November 8th election in the Clerk's office on October 25, 27, 28, 29, and November 1, 3, and 4.

C. Planning Board hearing notice

Mr. Kiley read a notice from the Planning Board that they will hold a public hearing on Wednesday, October 19th in the Senior Center on the application of Healthwise Foundation, LLC for a marijuana dispensary/cultivation facility at 60 Prospect Street.

D. Cultural Council applications due Oct 17

Mrs. Walter noted that the North Brookfield Cultural Council is seeking proposals for community oriented arts, humanities, and science programs by October 17th.

E. Hydrant flushing

Mr. Hevy reviewed a memo informing residents that the Water Department will be flushing hydrants in town beginning October 4th and continuing until October 21st. The daily schedule will be posted on the department's Facebook page.

VIII. PENDING/FUTURE AGENDA ITEMS

See attached list.

IX. EXECUTIVE SESSION

At 7:45 PM Mr. Hevy moved, and Mr. Kiley seconded, a motion to enter Executive Session to discuss complaints against a public officer or employee. Roll call: Walter, yes; Hevy, yes; Kiley, yes. So voted. Mrs. Walter noted that the Board would exit Executive Session only to adjourn.

At 7:45 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
Town House restoration project
launched 050916

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
BOS for discussion
Final vote pending
Held preliminary meeting, awaiting
final reports
Awarded, planning in progress
FOTH Capital Campaign

Fundraising implementation and
lease agreement in progress
Awaiting DEP response
Penden