

MINUTES OF SELECTMEN'S MEETING OCTOBER 4, 2016

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

I. APPROVAL OF MINUTES

- **September 27, 2016**
- **September 27, 2016 Executive Session**

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

- **September 28, 2016**

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

II. APPROVAL OF WARRANTS

- **School Warrant #1015 for \$109,296.73**
- **General Warrant #1016 for \$206,295.38**
- **Debt Warrant #1017 for \$272,706.25**
- **Payroll Warrant #7 for \$286,463.66**

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 noted that anyone in attendance would have the opportunity to comment on any of the agenda items.

IV. FINANCIAL REPORTS

A. FY18 Budget Policy and Calendar

It was agreed to defer discussion of the FY18 Budget Policy and Guidelines and Calendar to the next meeting.

Mrs. Walter reviewed the summary sheets for all town budgets to be sure that there are no budgets that are running short. So far everything looks ok.

B. Open meeting October 24th re: Financial Forecasting

The Selectmen reviewed an e-mail from Monica Lamboy confirming October 24th at 7 PM will be when she and her team from UMass Boston will deliver their final report on the Town's capital planning and long-range forecasting project. Leslie will send out a reminder to all town officials.

V. OLD BUSINESS

A. Update on AED purchase

EMS Director Pat Kiritsy has provided two estimates for AEDs. One estimate from Physio-Control was for \$1,695.00 and the estimate from Zoll was for \$1,699.00. According to Mr. Kiritsy both machines are good, but the Zoll unit is not compatible with the current EMS models. Mr. Hevy moved, and Mr. Kiley seconded, a motion to purchase two AEDs for the library and the recycling center. So voted.

B. Letter re: Lashaway/Great Pond

Mr. Kiley read a letter from DEP stating that Lake Lashaway does not meet the criteria for a Great Pond. This letter was in response to a request from East Brookfield resident George Pisarczyk.

C. Town House lease

Mrs. Walter asked if Mr. Hevy and Mr. Kiley have had a chance to review a draft lease for the Town House. Mr. Kiley said that he has, and he believes that the draft lease has enough information to begin working on a lease between the Town and the Friends of the Town House. The Selectmen will discuss this again.

VI. NEW BUSINESS

A. Request for appointment of new committee

There was no one present for this item.

B. Approve and sign PILOT agreement for 107 New Braintree Road

Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve and sign a PILOT agreement with the owners and developers of a solar project located at 107 New Braintree Road. So voted.

C. Designation of CPO

Mrs. Walter reviewed an e-mail from the Office of the Inspector General asking for an update on the Town's Chief Procurement Official. Mr. Hevy moved, and Mr. Kiley seconded, a motion to confirm that the Chairman of the Board of Selectmen is the Town's CPO. So voted.

D. Trick or Treat hours

Mr. Hevy read an e-mail from Police Chief Mark Smith announcing that Trick or Treat will be held on Monday, October 31st from 5:30 to 7:00 PM. Mrs. Walter read an announcement from the PTO that the kick-off parade and games will begin at 4:30 PM. There will be a movie on the Common beginning at 6:45 PM.

VII. ANNOUNCEMENTS

A. Voter registration hours for Presidential election

Mrs. Walter 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

Mr. Kiley 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. Hevy 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.

F. Veteran's Day breakfast

Mrs. Walter announced that the North Brookfield PTO is sponsoring a free Veteran's Day breakfast at the elementary school on November 10th. All veterans and their families are welcome to attend.

G. Town House restoration events

Mr. Kiley read a memo from the Friends of the Town House that they will be sponsoring an informational session at the Haston Library and tours of the building on Saturday, October 15th and Sunday, October 16th. Light refreshments will be served. The Selectmen then reviewed an e-mail from Trish Miller outlining their plans for setting up the building tour.

In addition, Mrs. Walter noted that the Friends will be sponsoring a fundraiser at Bemis Farms Nursery in Spencer on September 24, 25, and October 1, 2, 8, and 9 from 11 AM to 3 PM. The scarecrow building workshop will earn the Friends \$15 for each participant.

VIII. PENDING/FUTURE AGENDA ITEMS

See attached list

IX. EXECUTIVE SESSION

There was no Executive Session.

There being no further business, at 7:15 PM 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

Requests for AEDs
Town House lease

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
Awaiting final reports/meeting
Awarded, planning in progress
FOTH Capital Campaign

Fundraising implementation and
lease agreement in progress
Pending
Pending