

## **MINUTES OF SELECTMEN'S MEETING OCTOBER 11, 2016**

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

### **I. APPROVAL OF MINUTES**

- **September 28, 2016**

Approval of these minutes will be deferred until the next meeting.

- **October 4, 2016**

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

- **October 5, 2016**

Approval of these minutes will be deferred until the next meeting.

### **II. APPROVAL OF WARRANTS**

There were no warrants.

### **III. PUBLIC PARTICIPATION**

Mrs. Walter announced that the public has the opportunity to briefly comment on agenda items through the Chairman

### **IV. FINANCIAL REPORTS**

#### **A. FY18 Budget Policy and Calendar**

The Selectmen reviewed a draft budget policy for the FY18 budget. Mrs. Walter pointed out a new item that has the Selectmen providing the Finance Committee with a proposed budget by February 15<sup>th</sup>. This would be comparable to the governor's January budget that includes every item that would ideally be included in the next year's budget. She suggested that the various department heads could meet one-on-one with a member of the Selectboard as part of the process. Mr. Hevy moved, and Mrs. Walter seconded, a motion to approve the draft policy. So voted.

The Board then reviewed the budget timeline and calendar, and after adding delivery of a draft budget to the Finance Committee by February 15<sup>th</sup> it will be finalized next time.

#### **B. Free Cash certification**

Mr. Hevy read a memo from the Department of Revenue notifying the Town that Free Cash has been certified at \$301,862.00.

#### **C. Review articles for Nov 4<sup>th</sup> STM**

The Selectmen reviewed articles that had been submitted for the November 4<sup>th</sup> Special Town Meeting. The deadline for articles is tomorrow, and the warrant will be signed at next week's meeting.

#### **D. Open meeting October 24<sup>th</sup> re: Financial Forecasting**

Mrs. Walter reminded everyone that there will be a public meeting on Monday, October 24<sup>th</sup> at the Elementary School, when people from the Collins Center at UMass Boston will present their findings on their study of the Town's Capital Planning and Financial Forecasting project.

#### **V. OLD BUSINESS**

There was no Old Business.

#### **VI. NEW BUSINESS**

There was no New Business.

#### **VII. ANNOUNCEMENTS**

##### **A. Trick or Treat hours**

Mr. Hevy announced that Trick or Treat will be held on Monday, October 31<sup>st</sup> from 5:30 to 7:00 PM. There will be a parade beginning at 4:30 at the Town Common, and a movie beginning at 6:45 PM.

##### **B. Voter registration hours for Presidential election**

Mrs. Walter reminded residents that the last day to register to vote at the November 8<sup>th</sup> Presidential Election will be Wednesday, October 19<sup>th</sup> in the Town Clerk's office.

##### **C. Early voting hours for Presidential election**

Mrs. Walter announced that there will be early voting in the Town Clerk's office on October 25, 27, 28, 29 and November 1, 3, and 4.

##### **D. Planning Board hearing notice**

Mr. Hevy read a public hearing notice from the Planning Board that they will meet on October 19<sup>th</sup> on the application of Healthwise Foundation, Inc. for a marijuana dispensary/cultivation facility at 60 Prospect Street.

##### **E. Cultural Council applications due Oct 17**

Mrs. Walter announced that the Cultural Council is accepting applications until October 17<sup>th</sup> for community oriented arts, humanities and science programs that support cultural activities for the community.

##### **F. Hydrant flushing**

Mr. Hevy read a memo from the Water Department that they will be flushing hydrants from October 4<sup>th</sup> through October 21<sup>st</sup>.

##### **G. Veteran's Day breakfast**

Mrs. Walter announced that the North Brookfield PTO is sponsoring a breakfast for all veterans and their families on November 10<sup>th</sup> from 8:30 to 9:30 AM.

#### **H. Town House restoration events**

Mr. Hevy announced that the Friends of the Town House will be sponsoring tours of the building on Saturday October 15<sup>th</sup> and Sunday, October 16<sup>th</sup>. The program will begin with a presentation at the Haston Library, and then small groups will walk down to the Town House for a tour.

#### **I. Flu Clinic**

Mr. Hevy announced that the Board of Health will be sponsoring a Flu Clinic at the Senior Center on Friday, October 21<sup>st</sup> from 10 AM to noon.

#### **J. Tyler Wolanin office hours**

Mrs. Walter announced that Tyler Wolanin, District Aide to Senator Anne Gobi, will be holding office hours in North Brookfield on Tuesday, October 25<sup>th</sup> from 11 AM to noon in the Senior Center.

### **VIII. PENDING/FUTURE AGENDA ITEMS**

The Board reviewed the attached list.

### **IX. EXECUTIVE SESSION**

There was no Executive Session scheduled.

There being no further business, at 7:15 PM Mr. Hevy moved, and Mrs. Walter 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

#### **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

**Community Compact projects**  
**IT Grant**  
**Town House restoration project**  
launched 050916

**Requests for AEDs**  
**Town House lease**

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

**Fundraising implementation and**  
**lease agreement in progress**  
**Pending**  
**Pending**