

## **MINUTES OF SELECTMEN'S MEETING JANUARY 31, 2017**

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

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

- **January 24, 2017**
- **January 24, 2017 Executive Session**

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

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

There were no Warrants.

### **III. FINANCIAL ITEMS**

#### **A. Review of FY18 Budgets**

Mrs. Walter noted that the Board of Health still has not submitted a budget. Mr. Kiley said that when he looked at the budgets he funded the Board of Health to their historical spending levels. Mr. Hevy said that he would like to meet as a Board to go over the budgets. Next Wednesday or Thursday was suggested; Mr. Hevy will let everyone know what works for him. Mrs. Walter said that the accountant will be running the projected budget using the Governor's Cherry Sheet figures.

### **IV. OLD BUSINESS**

#### **A. Possible Special Election**

Mrs. Walter noted that if there is a special election scheduled to vote on the School roof project, we will need approximately \$4,500.00 to pay for it. We could ask the Finance Committee for a Reserve Fund transfer. Mrs. Walter said that she personally feels that this vote should wait until the annual town election on May 1<sup>st</sup>. Mr. Kiley said that he agrees. There will be a conference call with representatives from MSBA tomorrow at 1:30 PM.

#### **B. Sign STM warrant**

The Selectmen reviewed the warrant for the February 17<sup>th</sup> Special Town Meeting. (Attachment #1) Mr. Hevy moved, and Mr. Kiley seconded, a motion to sign and post the warrant. So voted.

### **V. NEW BUSINESS**

#### **A. Sign contract amendment for Stantec**

Mrs. Walter reviewed a contract amendment for the town's 2015 CDBG project between the town and Stantec Consulting Services. (Attachment #2) The amendment gives Stantec an additional \$3,000.00 to produce color draft plans and a narrative of the North Common Street Improvements Project. The funds are available elsewhere in the grant. Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve and sign the amendment. So voted.

## **B. Potential for collaboration**

Mrs. Walter noted that the town had been thinking about applying for Community Compact funds to do a feasibility study on forming a Council of Governments type of structure with the towns of North Brookfield, East Brookfield and West Brookfield. In doing research, it was discovered that the Community Compact funds can't be used for feasibility studies. Mrs. Walter said that the ideas are good, and perhaps we can find a way to do some collaboration through intermunicipal agreements.

## **VI. ANNOUNCEMENTS**

### **A. Election update**

Mr. Hevy reviewed the offices up for election and the incumbents for the May 1<sup>st</sup> Annual Town Election. (Attachment #3) The last day to return nomination papers is Monday, March 13<sup>th</sup>, and the last day to register to vote is Tuesday, April 11<sup>th</sup>.

### **B. Public Hearing February 7<sup>th</sup> re: FY17CDBG application**

Mrs. Walter reviewed the notice of a public hearing to be held next Tuesday, February 7<sup>th</sup> during the Selectmen's meeting on the intention of the Town to apply for a new Community Development Block Grant. (Attachment #4) The grant funds would be used to continue work on the design and engineering of the North Common Street infrastructure project.

### **C. Vacancies on Town Boards**

Mr. Kiley reviewed the list of vacancies on town boards, including the Finance Committee, Bates Observatory Committee, and the Commission on Disabilities. (Attachment #5)

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

- **See attached list**

Mrs. Walter asked if each Selectboard member could oversee one or more of these projects.

## **VIII. PUBLIC PARTICIPATION**

Mrs. Walter announced that the public has the opportunity to briefly comment through the Chairman, with a two-minute limit.

## **IX. EXECUTIVE SESSION**

At 6:50 PM Mr. Hevy moved, and Mr. Kiley seconded, a motion to enter Executive Session to conduct negotiations with non-union personnel. Roll call: Walter, yes; Hevy, yes; Kiley, yes. So voted. Mrs. Walter announced that the Board would exit Executive Session only to adjourn.

At 8:00 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  
5  
98 Shore Road  
Electric aggregation  
Community Compact projects  
    Financial Forecasting  
    Capital Planning  
    CMRPC/Regional Shared Services  
IT Grant  
Town House restoration project  
  
Efficiency and Regionalization grant  
Bates Observatory

##### **STATUS**

Planning Final Remediation  
    Negotiating leases  
pending  
pending  
    Sub-committee to start Jan  
  
pending  
pending  
  
Final report delivered  
Final report due June 30  
in progress  
in progress  
    FOTH Capital Campaign  
        launched 050917  
due Feb 1<sup>st</sup>  
pending