

MINUTES OF SELECTMEN'S MEETING MARCH 21, 2017

Chairman Walter called the meeting to order in the Senior Center at 6 PM with Mr. Hevy and Mr. Kiley also present. Mrs. Walter announced that the meeting would be both audio and video taped.

I. APPROVAL OF MINUTES

- **March 7, 2017**
- **March 7, 2017 Executive Session**

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

- **March 16, 2017**

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

II. APPROVAL OF WARRANTS

- **Winter Officials Warrant #1043 for \$6,389.00**
- **School Warrant #1044 for \$86,412.53**
- **General Warrant #1045 for \$99,970.05**
- **Payroll Warrant #20 for \$305,124.11**

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

III. FINANCIAL ITEMS

A. Review of FY18 Budgets/Balance sheet

The Board reviewed the latest income/expense sheet from the Town Accountant showing a \$198,456 deduction for Charter School students, and a total deficit of \$493,183.12 over Proposition 2 ½. (Attachment #1) Mrs. Walter stated that she has spoken with Superintendent Tencza about the charter school, and Mrs. Tencza does not believe that the Town will be charged the full amount. Mr. Hevy stated, and Mrs. Walter and Mr. Kiley agreed, that they are concerned that there was no notification to the Town that this was happening.

B. Request from COA Director

Mr. Hevy reviewed an e-mail from Senior Center Director Diane Nichols asking for permission to run the new Program Assistant salary account in the negative until the next town meeting. (Attachment #2) Mr. Hevy moved, and Mr. Kiley seconded, a motion to approve the request. So voted.

IV. OLD BUSINESS

A. Employee Evaluation policy

Mr. Kiley presented a draft policy for employee evaluations to go along with the previously adopted evaluation form. (Attachment #3) Leslie will take the draft policy to the personnel sub-committee for review and comment.

B. Electric proposal from Power Management

The Board reviewed a proposal from Power Management for electric rates. (Attachment #4) It was agreed to confirm one last time with School, Sewer, and Water that they want to renew with the Town for another two or three-year term. The Selectmen want to try to wrap this up soon.

V. NEW BUSINESS

A. Records Access Officer

The Selectmen reviewed information regarding the appointment of a Records Access Officer (RAO) for the Town. (Attachment #5) According to a new state law, the Town must appoint one or more RAOs by January 1, 2017, and information pertaining to the RAO and the process to request information must be posted on the Town's website by July 1st. This information was presented for the Board to review, and will be on the agenda again in the future.

B. CMRPC Regionalization report

The Selectmen reviewed a report from Central Massachusetts Regional Planning Commission (CMRPC) on "Options for Regionalization." (Attachment #6) The Selectmen reviewed the information, and will discuss again at the next meeting. Leslie will see if the new regionalization survey can be printed out for discussion as well.

VI. ANNOUNCEMENTS

A. Election update

Mr. Hevy reviewed a memo from the Town Clerk listing all of the offices and candidates that will appear on the May 1st Annual Town Election. (Attachment #7) The last day to withdraw papers is March 29th, and the last day to register to vote is April 11th.

B. Tyler Wolanin office hours

Mr. Kiley announced that Tyler Wolanin, District Aide to Senator Gobi, will be in North Brookfield on Tuesday, March 28th from 11 AM to noon at the Senior Center.

C. Vacancies on Town Boards

Mrs. Walter read a listing of vacancies on Town Boards, and urged any interested resident to speak with the Selectmen. (Attachment #8)

D. Dog licenses are now due

Mr. Hevy reminded residents that dog licenses are now due, and there will be a late fee after June 1st.

E. Rabies Clinic April 1st

Mrs. Walter announced that there will be a rabies clinic at the Second Chance Animal Shelter on Saturday, April 1st from 9 AM to 11 AM. The cost is \$12, and the Town Clerk will be there for dog licensing.

VII. PENDING/FUTURE AGENDA ITEMS

- See attached list

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 7:25 PM Mr. Hevy moved, and Mr. Kiley seconded, a motion to enter Executive Session to discuss strategy related to collective bargaining. Roll call: Walter, yes; Hevy, yes; Kiley, yes. So voted. Mrs. Walter announced that the Board would exit Executive Session only to adjourn.

At 8:15 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

98 Shore Road

Electric aggregation

Community Compact projects

Ask about COG (Insurance etc.)

surrounding Towns

Financial Forecasting

Capital Planning

CMRPC/Regional Shared Services

STATUS

Planning Final Remediation

Quaboag Compiling info on

Property Use

Negotiating leases

pending

pending

in progress

pending

pending

How to approach

Final report delivered

Final report due April 15

in progress

IT Grant
Town House restoration project

(June)

Bates Observatory

in progress
FOTH Capital Campaign
Awaiting Grant Results

BAY PATH Logo Contest
Use Renderings Complete
pending