

## **MINUTES OF SELECTMEN'S MEETING JULY 14, 2015**

Chairman Hevy called the meeting to order in the Senior Center at 6:05 PM with Mrs. Walter and Mr. Hevy also present. Mr. Hevy reminded those in attendance that the meeting would be both audio and video taped.

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

- **June 24, 2015**
- **June 24, 2015 executive session minutes**

Mr. Hevy noted that these minutes will be deferred until the next meeting.

- **June 29, 2015**
- **June 30, 2015**
- **July 3, 2015**
- **July 7, 2015**
- **July 10, 2015**

Mrs. Walter moved, and Mr. Smith seconded, a motion to approve the aforementioned minutes as written. So voted.

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

- **General Warrant #1065 for \$57,014.30**
- **School Warrant #1066 for \$63,578.37**
- **General Warrant #1067 for \$22,820.25**
- **Payroll Warrant #27 for \$123,470.57**

Mrs. Walter moved, and Mr. Smith seconded, a motion to approve the aforementioned FY15 warrants. So voted.

- **Debt Service Warrant #1000 for \$647,693.52**
- **School and General Warrant #1001 for \$851,151.01**
- **Payroll Warrant #1 for \$95,553.00**

Mrs. Walter moved, and Mr. Smith seconded, a motion to approve the aforementioned FY16 warrants. So voted.

### **III. PUBLIC PARTICIPATION**

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

Mr. Hevy reminded those in attendance that they would have the opportunity to briefly comment on any of this evening's agenda items.

- **Eagle Scout recognition**

Mr. Hevy introduced Josh Sampson, who recently received his Eagle Scout rank. Mr. Sampson explained that as his Eagle Scout service project he organized the cleaning and repainting of the parking lot at the Congregational Church. The Selectmen presented Scout Sampson with a citation recognizing his efforts.

Eagle Scout candidate Chris Tillotson was present to update the Board on his project that proposes to build a handicapped accessible fishing deck at Doane Pond. Scout Tillotson presented a drawing of how the deck will be built. (Attachment #1) He has already received approval from the Water Commissioners and the Conservation Commission, and asked for Mr. Hevy's signature on the building permit application. The fishing deck will be named the Michael Tillotson memorial fishing deck in honor of Scout Tillotson's father, who recently passed away. The Selectmen also signed a fundraising application; Scout Tillotson plans to raise approximately \$9,500.00 for the project.

#### **IV. FINANCIAL REPORTS**

- **None**

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

##### **A. Ross Hubacz re: Smith Hanson Forestry Plan**

Ross Hubacz, a forester with Hull Forest Products, was present to give the Selectmen a Forestry Management Plan that he has prepared for a 14 acre parcel of town-owned land on Smith Hanson Road. (Attachment #2) Mr. Hevy asked when the site will be logged, and Mr. Hubacz stated that he hopes to get it done in the fall. First he needs to mark the trees and file a cutting plan with DCR. Mrs. Walter moved, and Mr. Smith seconded, a motion to approve and sign the Forest Management Plan for Smith Hanson Road. So voted.

Mr. Hubacz also noted that he would like to conduct a forest walk on the Town Forest land on West Brookfield Road on October 3<sup>rd</sup>, weather permitting.

##### **B. Award highway materials bids**

No information was received from the Highway Department, so this item will be deferred until the next meeting.

##### **C. Town House update**

Mr. Hevy noted that the contractor is 99% done. They are finishing up the dormers and working on the punch list. The windows are being manufactured, and should be installed soon.

##### **D. Murphy Road update**

Mrs. Walter noted that this project is complete, and she is working on the final closeout paperwork.

##### **E. Community Compact application**

The Selectmen reviewed information on the Community Compact application. (Attachment #3) We need to choose three areas in which we would like some help. Mr. Smith said that he would choose financial management as number 1, economic development as number 2, and IT as number 3. It was agreed to continue this discussion at the next meeting, after getting some information from the DOR regarding their IT assessment that was done in May.

## **VI. NEW BUSINESS**

### **A. Senior Center Director recommendation**

Cathy Strandberg, Chairman of the Council on Aging, was present to ask recommend that the Selectmen vote to hire Diane Nichols as the new Senior Center Director. (Attachment #4) Ms. Nichols stated that she has been working as a family support worker; she has experience with budgeting and grant writing. Mrs. Walter moved, and Mr. Smith seconded, a motion to approve the hiring of Ms. Nichols as the new Senior Center Director for 19.5 hours per week. So voted. Ms. Nichols plans to start with part-time hours next week, and expects to be working a full schedule by the beginning of August. Mr. Smith stated that the Selectmen should leave these details up to the COA to work out.

### **B. Collector clerk appointment**

Town Collector Donna Gauthier was present to ask that Deborah Simpson be appointed as the Collector Clerk. Mrs. Simpson stated that she is a former small business owner who has lived in North Brookfield for 17 years. Mrs. Walter moved, and Mr. Smith seconded, a motion to appoint Mrs. Simpson as a part-time clerk to work 19.5 hours per week. So voted.

### **C. Time Out liquor license hearing @ 6:30**

At 6:30 PM Mr. Hevy called to order a public hearing on the application of Glenn Waugh for an all-alcohol restaurant license for 31 East Brookfield Road. The Selectmen reviewed Mr. Waugh's application (Attachment #5) and asked him to introduce himself.

Mr. Waugh explained that he is now retired, and will be running the business. He expects to hold many outdoor functions during the summer months. The inside capacity of the building is only 98.

Mr. Hevy asked if there is a kitchen on the premises, and Mr. Waugh stated that all of the food will be catered from Statz, which is owned by his brother Thomas Waugh. Thomas Waugh is also the landlord of Time Out.

Molly Jackson, one of the abutters, was present to object to the outdoor entertainment at this location. She said that there was an unreasonable increase in noise with the former operator of the property from outdoor concerts and motorcycles leaving late at night. She requested that no outdoor shows be allowed with the liquor license.

Mr. Hevy asked Mr. Waugh what type of outdoor entertainment he planned, and how often? Mr. Waugh stated that most likely there would be outdoor bands on Saturday nights during the summer, but not on Friday nights.

Thomas Waugh, landlord of the property, stated that he also shares Ms. Jackson's concerns; the liability insurance is in his name. He reminded the Selectmen that the property is zoned industrial, even though Ms. Jackson's home is zoned residential.

Thomas Waugh noted that the outdoor functions are primarily charity fundraisers. They hope to develop an area in the back for chicken barbeques. There will be an occasional poker run for motorcycles during the day. He pledged his cooperation with the neighbors.

Peter Fullam, another neighbor, stated that in the past the bands were allowed to play until midnight or later. He asked that the Board of Selectmen put a time restriction on the outdoor music.

Ms. Jackson said that the reason she bought the house in North Brookfield was to be outdoors during the summer months. The issue is not zoning; state laws clearly say what is considered acceptable noise levels.

Mrs. Walter stated that the business owner and the homeowner both have rights. Sound does travel, and it is excessive if it goes beyond a certain time of day. She wished more abutters had come to the meeting. The outdoor bands need to regulate their sound and should not be offensive.

Mr. Hevy noted that the issue of a liquor license is before the Board right now, the issue of an entertainment license can be discussed when Mr. Waugh applies for it.

Mrs. Walter moved, and Mr. Smith seconded, a motion to approve the liquor license for Time Out, pending approval by the ABCC. So voted.

#### **D. Requests to carry over vacation time**

The Selectmen reviewed two requests to carry over FY15 vacation time from Town Accountant Nancy Nykiel and Administrative Assistant Leslie Burton. (Attachments #6 and #7) After some discussion, it was agreed to approve the requests, as long as the time is take before September 1<sup>st</sup>. Mrs. Walter so moved, and Mr. Smith seconded. So voted.

#### **E. MIIA Flex Grant**

The Selectmen reviewed information related to a new MIIA grant program that will allow the Town to use up to 50% of our rewards credits towards equipment or programs designed to reduce potential insurance claims. (Attachment #8) The amount available to use this year is \$1,001.00. The Fire Department had previously asked for money towards generators and pumps to be used for pumping residents' basements during heavy rainstorms. The estimate in March of this year was \$739.00 for one generator. Mrs. Walter moved, and Mr. Smith seconded, a motion to apply a portion of the available funds for a generator for the Fire Department. So voted.

#### **F. Request for appointment to Finance Committee**

Mr. Hevy read a letter from Peter Dupell asking to be appointed to the Finance Committee. (Attachment #9) Mr. Dupell stated that he is looking forward to working with the committee. Mrs. Walter moved, and Mr. Smith seconded, a motion to appoint Mr. Dupell as a regular member to the Finance Committee. So voted.

### **G. Annual appointments**

The Selectmen reviewed the list of annual appointments. (Available in the Selectmen's office) Mrs. Walter moved, and Mr. Smith seconded, a motion to appoint the various officials for FY16. So voted.

### **VII. ANNOUNCEMENTS**

- **Town Forest informational woods walk**

Ross Hubacz will be hosting an informational forest walk at the Town Forest on West Brookfield Road on October 3<sup>rd</sup>, with a rain date of October 4<sup>th</sup>.

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

Policy for seasonal workers? Ask Kim @ Highway

### **IX. EXECUTIVE SESSION**

At 8:20 PM Mrs. Walter moved, and Mr. Smith seconded, a motion to enter Executive Session to discuss strategy related to negotiations with non-union personnel. Roll call: Hevy, yes; Walter, yes; Smith, yes. So voted. Mr. Hevy announced that the Board would exit Executive Session only to adjourn.

At 9:50 PM the Board came out of Executive Session. Mrs. Walter moved, and Mr. Smith seconded, a motion to adjourn. So voted.

Respectfully submitted,

Leslie Scott Burton  
Administrative Assistant

### **PENDING/FUTURE SELECTMEN'S ITEMS**

School sign property  
Solterra Agreement  
NBDDP/Aztec  
Gilbert Street Stormwater issues  
Cable license renewal Oct 2015  
Purchase Orders  
Vacancies on town boards  
Creation of Financial Advisory Committee  
Personnel policies  
Cemetery Road  
Smith Hanson Road forestry plan  
Meeting with Gobi and Berthiaume