

Town of Brimfield
Board of Selectmen
Meeting Minutes – June 1, 2020

**Remote participation due to current State of Emergency.
Agenda sent to all Boards/Committees/Departments for participation.**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Brimfield [Board of Selectmen] will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at www.brimfieldma.org. For this meeting, members of the public who wish to virtually attend the meeting may do so in the following manner: WEBINAR allowing computer and phone participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Brimfield website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

JOIN MICROSOFT TEAMS MEETING

+1 508-387-3549 United States, Worcester (Toll)
Conference ID: 547 436 136#

Members Present: Chair; Paul McCarthy, Vice Chair; Michele-Lee Shea, Member; Mike Doyle, Member; Carolyn Haley, Member; Ryan Olszta, Recording; Admin; Carol Camerota. Others: Attached list of call in participants.

Call to order (McCarthy) @ 6:32 p.m.

Review & Action:

COVID-19 update:

Brimfield has had 5 positive COVID-19 results with an additional one pending. D. Costa, Board of Health Chair updated the BOS on posters for town buildings that were being printed and will also discuss cleaning protocol with the custodian. The BOH has face shields in the office.

(Haley) is working on signage for the Annex parking lot and C. Camerota is collecting department hours for a soft opening, still to be determined. Costa will find out from the Health Agent when that might be and how board meetings should be held.

Finalize Caucus and ATM dates and location:

The Annual Town Meeting will be held in an open field. Discussion of weather and if tents would be considered "under cover".

M. Miller added that Brimfield Auction Acres has a pavilion and will also set up 2 large tents. 30 towns in MA have already had their meetings with no issues. Residents will either be under a pavilion or a tent. No one should be in their cars. Zach and his highway men will set up the tents, chairs and tables.

Compensation to the Corriveau's was discussed and will include pavilion, tents, Police officers and attendants for bathroom stalls.

Miller will reach out to Rob Adams for a sound system with 4 mics minimum.

Planning Board will hold their hearing at 11:00 a.m. prior to the Caucus and ATM.

Motion: by (Doyle) move to approve \$500 fee for the space at Brimfield Auction Acres which would include \$100 for 2 tents, \$300 for the pavilion and 6 hours of bathroom maintenance. Amended to \$450 and up to \$750 total which would include, tents, tables, chairs and bathroom attendants, seconded by (Haley), all in favor.

Roll call as follows; (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes (Shea)-Yes

Rain dates and locations were discussed but if necessary the Moderator will chose the date. Thank you to the Corriveau's

The Caucus will be held before hand at 12:30 p.m.

7:00 p.m. Public Access

None

Approve FY21 final Warrant:

Discussion on wording and whether to include the ballot question or have another Warrant for the elections.

Election date:

B. Sullivan suggested a duel election with the Primary in September. Warrant needs to get to the printer. Fincom will make changes and cuts at the ATM.

(Doyle) asked if there was anything the BOS should ask not to be removed from the warrant in helping to offset the budget cuts. He suggested the ATV's and new server or take \$50,000 out of the reserve fund.

(Haley) was in favor of longer police hours but not full time. (Olszta) disagreed but would not vote. Staffing for public safety can jeopardize the safety of the town. He did agree the ATV's could be removed from the Warrant since the town had other options through mutual aid. Chief Kuss concurred to postpone the ATV's and could find some middle ground with patrols.

(Doyle) Suggested that Tantasqua had mentioned a lease payment of \$16,000 a year for 5 years for the server instead of buying it. (Haley) added that the lease may allow us to upgrade in the future.

The shortfall in the budget is anticipated through foreclosure, no new growth and the State losing a lot to money with the COVID. Last year's budget had an excise vehicle increase, but this year will take a loss.

Motion: by (Doyle) move to approve removing the new server and going with a lease and remove the ATV's and put them back on next year. The balance will come from a reserve fund reduction, seconded by (Haley), all in favor. Roll call as follows; (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes (Shea)-Yes

Chubb renewal for Fire and Police:

Renewal of the FY21 Chubb Fire and Police policy was agreed upon with an annual cost of \$13,922 slightly higher than last year.

Motion: by (Haley) to accept renewal for FY21 Chubb Fire and Police policy, seconded by (Doyle), all in favor. Roll call as follows; (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes (Shea)-Yes

Building Department Clerk:

Board members asked if the clerk position was properly posted and interviews were conducted. C. Camerota confirmed that was done however as the COVID quarantine happened it was put on hold. The Building Commissioner made his choice and hired Andrea Guillette. The Board also agreed that better policies and procedures need to be made and the Commissioner should have come before them with his choice before hiring. Ms. Guillette is already working and has not been sworn in. The Commissioner will be asked to attend the next meeting.

Discussion on the BOS being the hiring, appointing and supervisory authority. (Olszta) will research the MMA manual and reach out to town counsel regarding appointments and the current situation.

Motion: by (Doyle) move to approve Andrea Guillette as the new clerk for the Building Department contingent on advice from town counsel, seconded by (Olszta), all in favor. Roll call as follows; (Doyle)-Yes (Haley)-Yes (McCarthy)-abstain (Olszta)-Yes (Shea)-abstain

Procedures will be discussed with Building Commissioner.

Old Business:

None

New Business:

CARES Act:

Funds through the State the help offset COVID related expenses will be out in 2 rounds. One this year and one next year. There are also grant funds that will help pay the Health Agent. (McCarthy) has asked departments to send him any expenses including PPE purchases, personnel time, etc.

EM, Fire and Police didn't get hit hard this time but can anticipate costs if things continue. It would be wise to think ahead and replenish the stock room.

CODE RED:

The Code Red contact list needs to be updated. Three people listed need to be replaced. A signature from the Fire Chief who is out on disability is needed. This

may require a house call. The Selectmen's Admin should also be put on since the person in that position doesn't change as often as the board members do. For now the list will consist of Acting Fire Chief Contois, Police Chief Kuss, Highway Surveyor Lemieux and BOS Admin, C. Camerota. Chief Kuss will call Code Red and discuss a solution.

Appointment:

Town Clerk; B. Sullivan needs to appoint a member to the Bylaw Committee and recommended Camille Collins. (Haley) moved to approve.

(Doyle) advised that appointments should wait until the last meeting in June to allow other interested to apply. Appointments are not up until June 30th.

Election date:

The earliest possible election date would be July 28th. A date will be picked at the next meeting. (Olszta) will clarify with counsel that happens to elected officials when the election is after June 30th, do they just carry over?

Modify Rt. 20:

(Olszta) and Chief Kuss met with MassDOT last year about a discontinuance for a portion of the State highway of Rt. 20 from the Hitchcock Academy west to the old Joe's package store and modifying it. This would disqualify that portion as State highway and allow the town to make the road a town road with parking spaces and crosswalks. It would greatly improve the downtown and along the flea market. That portion does not include the bridge right past Hitchcock. (Olszta) and Library Director; R. Wells both agreed there had been quite a few falls during the flea market. This project would also allow for a parking lot in front of the library.

Planning Board Meeting:

(Shea) announced the Planning Board will be holding a meeting in the Great Hall on June 3rd. It will not be open to the public but will be virtual.

Riot situation:

(Doyle) thanked the Police Chief for his letter on Facebook in reference to the riots going on.

Treasurer-Collector position:

S. Hilker resigned from Finance Committee and is working as the Assistant Treasurer-Collector temporarily. The Treasurer-Collector position will be posted. A. Beaudry has also been lending a hand to the office.

Ambulance:

(Doyle) reported that the final SOP for Ambulance will be done soon and distributed to all 3 towns. Praise went out from (Olszta) and (Haley) to Action Ambulance for

their quick response time, performance and working together as a team with
Brimfield.

Office Matters:

None

Adjourn

Motion: by (Doyle) move to adjourn at 8:22 p.m., seconded by (Shea), all in favor.

Roll call as follow; (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Upcoming Meetings:

June 8, 2020

Respectfully Submitted:

Carol Camerota

Transcribed by: Carol Camerota

ACCEPTED: *Paul McCarthy* DATE: *June 10, 2020*

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. FY21 Chubb Fire and Police policy