

Town of Brimfield
Board of Selectmen
Meeting Minutes – June 22, 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: 639 838 867#

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) @ 6:37

Payroll & Warrants:

Board members will review ahead of meeting.

After approval will sign in office individually.

Minutes:

Review & approve minutes for June 15, 2020.

Motion: by (Doyle) move to approve minutes of June 15, 2020 as written, seconded by (Haley), all in favor. Roll call as follows;

(Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes (Shea)-Yes

Review & Action:

Review of the Annual Town Meeting:

The Annual Town Meeting at Brimfield Auction Acres went well with good attendance. Consistent with most annual town meeting attendances. Many

boards were represented but surprised BOH didn't give a statement in view of COVID. Encourage more members from all boards to be present next year.

7:00 p.m. Public Access

None

COVID-19 update:

Not much to report and no new cases. Phase II, step II began today, indoor 50% capacity within guidelines. (Doyle) suggested discussion of reopening town buildings and meetings in person. (Olszta) agreed and should think about parks reopening. Board meetings can certainly take place in the town hall still with chairs spaced 6' apart while keeping the meetings virtual as well.

Annex will continue to be closed to the public but with appointments offered.

Motion: by (Doyle) move to reopen Town Hall for meetings, while continuing to be virtual. Town public spaces such as the common will also be open, seconded by (Olszta), all in favor. Roll call as follows.

(Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes (Shea)-Yes

In regards to school property which is under the Schoolboard Chief Kuss recommended no action and would also like mention made that the playground at the Elementary School remain closed until further notice.

FY21 Highway Bid awards:

Viewed by board recommendations made by Highway Surveyor and Procurement Officer.

Motion: by (Haley) move to accept FY21 Highway bids as presented by the Procurement Officer as attached to the minutes, seconded by (Shea), all in favor.

Roll call as follows:

(Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes (Shea)-Yes

Fire Department appointments:

Olszta needs to abstain from appointment of Ostaquio Rodrigues.

Motion: by (Doyle) move to appoint Ostaquio Rodrigues as Firefighter, seconded by (Shea), all in favor.

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

Motion: by (Doyle) move to appoint the following to the Fire Department:

Jacob Adams	Firefighter
Seth Beall	Lieutenant
Joe Doldoorian	Firefighter
James Donovan	Captain, Fire Inspector
Jeremy Ferreira	Firefighter
Stephen Gauthier	Firefighter
Stephen Gauthier Jr.	Jr. Firefighter

Gordon Holstrom	Support
Keith Lachapelle	Support
Zachary Lemieux	Lieutenant
Jim Madden	Firefighter
Paul Novinsky	Firefighter
John Thomas Ogden	Firefighter
Minh Pham	Firefighter
John Pollock	Firefighter
Michael Roberge	Firefighter
Michael Rutkowski	Firefighter
Curtis Sampson	Firefighter
John Sherris	Support
Peter Szarlan	Firefighter
James Towns	Firefighter
Paul Vandal	Firefighter
Michael Wales	Firefighter
Peter Whitten	Firefighter

Seconded by (Haley), all in favor. Roll call as follows;

(Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes (Shea)-Yes

Vacation carry over requests:

Selectmen Admin, COA Director and Officers Sampson request to carry over of vacation days:

Motion: by (Doyle) move to accept all for request to carry over, seconded by (Haley), all in favor. Roll call as follows;

(Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Shea)-Yes (Olszta)-abstain

Motion: by (Doyle) move to accept R. Olszta to carry over vacation days, seconded by (Shea), all in favor. Roll call as follows;

(Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Shea)-Yes (Olszta)-abstain

Cable survey:

Survey to be sent to residents regarding their cable experience. (Doyle) felt review should be done by BOS since there is no cable committee. Public Access was not on for comment. Should be cleaned up and made simpler by using survey monkey. Might be good to have a subcommittee for this and prepare for 10 year contract coming due. Request all boards comment and then put out to social media.

Old Business:

Revisit: FY21 Insurance renewals for Property & Casualty and Workers Comp:

Update from Berry Insurance along with figures with more detail. (Haley) agreed storage tank coverage was important to have.

Motion: by (McCarthy) move to approve as is, seconded, (Haley), all in favor.

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

FY21 appointments:

Scheduled for June 29th meeting. Selectmen will return to their regular schedule for meetings beginning June 6th of every other week.

New Business:

(McCarthy) sent an email to Board members from Town Counsel related to filling the Fire Chief position in new fiscal year and would like to discuss and consider options for executive session. (Doyle) would like to discuss with Chair before executive session. Reason #2 can be done in a closed session however #1 needs to be done in executive session. The Fire Chief was notified of this executive session.

(Haley) would like to add Treasurer-Collector position to next agenda.

Municipal Custodian:

(Doyle) Janitorial budget was pushed to 0 since a municipal town maintenance was approved. July 1st there will no longer be a custodian line item. Can current employee be kept on until position is filled? Would have to use town hall maintenance account. New position would be a full time employee under the supervision of the Highway Surveyor and under his wage account.

Highway discontinuance for Rt. 20:

(Olszta) Should a letter be sent to the State Highway from the Highway Surveyor? Is the board interested in the discontinuance of Rt. 20 as a State Highway? (Doyle) not sure he has enough information. Currently the State highway has control of Rt 20 which includes parking along the common, in front of the town hall and the flea market zone. Parking is not allowed currently in front of any building along the Main Street stretch. This would be better for guests and people attending the flea market. Sidewalks would be added along Rt. 20 that the town would have to maintain. Starting at Hitchcock west of the bridge all the way to the Hilker Farm. The town could also be included in Chapter 90 funds as well as helping with Complete Streets as showing initiative.

(Haley) would like to see details before letter is sent. (Olszta) will send the info along. Just because the process is started we are not bound to it. Put on next agenda.

Office Matters / Mail:

Adjourn:

Motion: by (Haley) move to adjourn at 7:37 p.m. , seconded by (Shea), Close open session and go to into executive session at 8:00 p.m. roll call as follows; (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes (Shea)-Yes (Doyle)-already left meeting.

Upcoming Meetings:
June 29, 2020

Respectfully Submitted:

Carol Camerota

Transcribed by: Carol Camerota

ACCEPTED: *Paul McCoy* DATE: 6-29-20

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of June 15, 2020
2. Berry Insurance renewal
3. FY21 Highway bid award
4. Fire Department appointments
5. Cable survey