

Town of Brimfield
Board of Selectmen
Town Hall Annex – 21 Main Street
Meeting Minutes – September 3, 2019

Present: Chair; Paul McCarthy, Vice Chair; Michele-Lee Shea, member; Ryan Olszta, member; Carolyn Haley, member; Mike Doyle, Admin; Carol Camerota.

Others: Police Chief; Charles Kuss, Lori Myers, Dave Girouard, National Grid Rep; Lisa Jajinski

Cable recording: J. Bolte

Call to order:

6:31 p.m. (McCarthy)

Payroll & Warrants:

Signed by board

Minutes:

Review & approve minutes of August 19, 2019

Motion: by (Doyle) move to approve minutes of August 19, 2019 as written, seconded by (Olszta), all in favor. (Haley) and (Shea) abstain

Review & Action:

Common Victualler License:

Building Commissioner has not signed off on the application for Cooks Orchard, Haynes Hill Rd. Hold until next meeting

Early sales Permit:

Building Commissioner has not signed off on the application for Vincent Trant, early sales permit. Hold until next meeting.

Parking Violation:

Chatelle was unable to attend due to distance. Discussion on the vehicle being parked alongside Sturbridge Rd., Rt. 20 past West Old Sturbridge Road. Officer checked with convenience stores and the State Police. No one was seen and plate was not run. Vehicle was parked for 2 hours on a State hywy.

Motion: by (Haley) move to dismiss. No action on that motion. Motion: by (Doyle) to take no action, seconded by (Shea), all in favor. (Olszta) abstain (Haley) oppose.

Appointment:

Motion: by (Haley) move to reappoint Lori Myers to Flea Market Advisory Board for 1 year until 6/30/2020, seconded by (Olszta), all in favor.

Draft TRSD Bus agreement:

A draft lease agreement was reviewed by the board that addressed some of the major concerns. Approximately 40 buses are housed at the highway Department. The lease agreement would include provisions for the cost, fuel and property concerns, hopefully saving the residents expenditures that the town has been covering for years. Buses housed are for Brimfield, Wales and Holland.

Action: (McCarthy) will send Deb Bod a modified version and meet at a later date.

7:00 p.m.

Continuation of Pole Hearing for Wales Road:

Lisa Jajinski from National Grid addressed the board with a few slight alterations to pole locations on Wales Road already confirmed with the Fire Chief.

National Grid to install (2) JO poles on Wales Rd. beginning at a point approximately 1746 feet south of the centerline of the intersection of Main St. and continuing approximately 165 feet in a south direction. Install PL #11-50 approximately 3/10 of a mile (1456 feet +/-) south of the centerline of Main St. and continuing 165 feet +/- south install PL #12-50. #27133169

Motion: (McCarthy) move to approve pole location, seconded by (Doyle), all in favor.

Public Access:

None

EEE notification was sent out over CODE RED and to residents over the weekend as the risk level was raised to high. An emergency meeting was held with the Board of Health Chair to ensure everything was covered.

CODE RED was discussed and the need to expand to more departments and people. Currently the highway surveyor is the only administrator at this time. More focus is needed on communication between the Board of Health and Emergency Management.

Action: (McCarthy) will send a letter to the Fire Chief.

New Business:

(Shea) brought to the board's attention the fact that Planning Board received a check for \$1,100 that bounced on 11 ANR's. A certified letter has gone out but the issue is still not resolved. Seeking permission to speak to Town Counsel.

(Doyle) mentioned that Conservation is having similar problems with enforcement orders and one of the Town's Bylaws relating to licenses and permits may help.

Action: (Doyle) will contact Town Counsel regarding both issues for a resolution.

Trunk or Treat:

Rec Committee will be having trunk or treat on October 26th beginning at 6:30 p.m. at Brimfield Winery, 35 Main Street. The Fire Dept. will also be doing a bonfire.

(Doyle) was against a town sponsored event for kids being held at a winery where adults are drinking. Discussion of contingency of approval if serving alcohol. Will speak to Rec and hold until next meeting.

Harvest Fest:

(Olszta) requested on behalf of the Brimfield Community Partnership permission to hold this year's Harvest Fest on the common, September 28th.

Motion: by (Doyle) move to approve Harvest Fest on common September 28th, seconded by (McCarthy), all in favor. (Olszta) abstain

Mutual Aid for Police:

Chief Kuss informed the board that a draft Mutual Aid for Police was forwarded to town counsel. When it is returned he will then bring it before the board.

Old Business:

Building Maintenance:

- a. Annex ceiling on second floor: The second floor ceiling had a leak that appeared after the last rainfall. Caulking was put on the roof shingles which seemed to stop it.

- b. COA water:

Drinking water at the church where the Council on Aging is located had high levels of lead. A water cooler and bottled water was ordered through the Selectmen's office.

Action: (McCarthy) and (Haley) will check with E. Pittsinger on any updates.

- c. The Handicap ramp and door installed at the church with funds from CDBG came out very nice.

(Doyle) inquired about the Executive Session from last meeting. There will be further discussion at a later time.

New Business:

Chief Kuss was approved last year to have 2 benefited officers. The 24 hour limit set up originally to calculate holiday and vacation benefits is not working as the officers are putting in 30 to 40 hours. It should be a number divisible by 5. This is a designation of hours, not the actual hours.

Motion: by (Haley) move to increase it to 30 hours, seconded by (McCarthy) all in favor. (Doyle) and (Olszta) abstain.

Quick discussion on the new website and updating the calendar.

(Doyle) asked what the CDBG funds in the amount of \$565,000 were for. Funds are allotted by the CDBG for tri town projects contingent on grant contracts.

Office Matters:

1. Mail
2. IT needs: Website & emails update
2. Personnel Policy (sexual harassment & discrimination)

The Selectmen will start having quarterly all boards meetings beginning on September 30th. It will start at 7:15 p.m. during the Selectmen's meeting and be held to one hour. This will be to discuss budgets, planning and communication between boards and enforcement, etc. A representative from each board are encouraged to attend.

Animal Control:

Discussion on the barn inspector never being appointed. The State approved 2 ACO's that can both do quarantines and inspections. As the nominating authority Brimfield can separate the two positions. The State has appointed L. Leasor as ACO but the town has not appointed her as barn inspector.

Adjourn

Motion: by (Doyle) move to adjourn at 8:25 p.m., seconded by (Olszta), all in favor.

Respectfully Submitted:

Transcribed by: Carol Camerota

Carol Camerota
ACCEPTED: *Paul M. [Signature]* DATE: 9/16/19

Documents Utilized for this meeting ✓

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of August 19, 2019
2. National Grid documents
3. Draft Bus lease
4. Appointment request for Lori Myers
5. ALL DOCUMENTS NOW ARCHIVED IN ONEDRIVE FOLDER