

Town of Brimfield
Board of Selectmen
Meeting Minutes – June 29, 2020
Town Hall - 21 Main Street
and virtual

Current State of Emergency:

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: 658 688 238#

Members Present: Chair; Paul McCarthy, Vice Chair; Michele-Lee Shea, Member; Mike Doyle, Member; Carolyn Haley (remote), Member; Ryan Olszta, Recording; Admin; Carol Camerota. Others: Joined through Microsoft TEAMS

Call to order (McCarthy) @ 6:38 p.m.

Minutes:

Review & approve minutes for June 22, 2020.

Motion: by (Doyle) move to approve ~~open and executive~~ ^{Minutes} minutes of June 22, 2020 as written, seconded by (Shea), all in favor. Roll call as follows;

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

Review & Action:

COVID-19 update:

33 States have reported an uptick in positive cases of COVID while MA remains stable. Discussion of schools opening in the fall. Board will continue to look for updates from the Board of Health. The Big E has been cancelled.

Fire Chief – hiring committee:

Board agreed that since this is an internal posting for this position there is no need for a hiring committee. Applicants will be reviewed by the Selectmen.

Appointment Revisit - D. Contois:

Motion: by (Doyle) move to appoint D. Contois as Deputy Chief, Emergency Management Director and "Acting" Fire Chief until position is filled, seconded by (Olszta), all in favor.

Treasurer-Collector position: Hiring update:

Interviews scheduled for tomorrow and Wednesday for this position. Recommendations should be ready by Thursday.

Appointments Requests:

Should the ACO be 3 year terms instead of 1? Chief Kuss added that by statute the term for ACO can be 1, 2 or 3 years. Discussion of Fire and Police appointments also being changed to 3 year terms. The 1 year term was intended as a probationary measure. Bylaws will be reviewed and determined which ones could be changed for next year.

Motion: by (Haley) move to appoint the following excluding ZBA,

ADA Coordinator – Eva Pittsinger until 6/30/21

Agricultural Commission – Maria Thomson until 6/30/23

Doug McCray until 6/30/23

Animal Control Officer – Krystine O'Connor until 6/30/21

Building Commissioner – Bill Cantell until 6/30/23

By Law Committee member – Camille Collins until 6/30/21

Public Access Coordinator – Bob Datz until 6/30/21

Clerk – Tammy Martin until 6/30/21

Videographer – Hannah Martin until 6/30/21

Videographer – Jason Bolte until 6/30/21

Conservation Commission – Roger deBruyn until 6/30/23

Carol Platenik until 6/30/23

COA Members - Klauss Tittel, Sonja Tittel, August DeMiranda, Diane DeMiranda and Dianne Panaccione until 6/30/23

Commission on Disability – Eva Pittsinger until 6/30/21

Electrical Inspector – Scot Mansfield until 6/30/23

Electrical Inspector Asst. – Paul Shepardson until 6/30/23

Finance Committee – Denise DuPont until 6/30/23

Flea Market Advisory – Billie Jean Petrie until 6/30/21

Historical Commission – Susan Overbey until 6/30/23

Adrienne Bachand until 6/30/2023

Insurance Advisory Board – Eva Pittsinger until completion of project

Memorial Day Committee – Mary Bernstein until 6/30/21

Joseph Ballou until 6/30/21

Building Committee – Eva Pittsinger until completion of project

Interim Treasurer-Collector – Dionne Waterman until position is filled

Tax Title Custodian – Dionne Waterman until position is filled

Assistant Treasurer-Collector – Dionne Waterman until Treasurer-Collector is filled

Town Accountant – Marie Arsenault until 6/30/21

Town Counsel – KP Law, P.C. until 6/30/2021

seconded by (Shea), all in favor. Roll call as follows; (Doyle)-Yes (Haley)-Yes (Olszta)-Yes (McCarthy)-abstain on Electrical Inspector (Shea)-Yes

Zoning Board of Appeals – Mike Macfadden as Associate until 6/30/23

Jon Fagerstrom until 6/30/23

Paul Vandal as Associate until 6/30/23

Jeff Fitzgerald as Associate until 6/30/23

Kevin Moore, Chair of ZBA expressed to the board that ZBA has been working on the bylaws and the current members are working well together. There are only 2 associate positions and 3 applicants and he is recommending the 2 new applicants.

Motion: by (Doyle) move to approve Jon Fagerstrom as a member until 6/30/2023, seconded by (Haley), all in favor. Roll call as follows: (Doyle)-Yes (Haley)-Yes (Olszta)-Yes (McCarthy)-Yes (Shea)-Yes

Discussion on reappointing M. MacFadden. (Haley) said she would hate to see MacFadden discarded after being on the board for so long. (Doyle) agreed. The board can only be expanded with a bylaw change. Mention was made of an Article presented at town meeting. ZBA's response was that they worked on it for a year and MacFadden torpedoed it at the ATM.

Motion: by (Doyle) move to appoint Paul Vandal as an associate member until 6/30/2021, seconded by (Olszta), all in favor. Roll call as follows;

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

Motion: by (Doyle) move to appoint Mike MacFadden as an associate member until 6/30/2021, seconded by (Haley), roll call as follows;

(Doyle)-Yes (Haley)-Yes (Olszta)-No (McCarthy)-No (Shea)-No

Motion: by (Shea) move to appoint Jeff Fitzgerald as an associate member until 6/30/2021, seconded by (Olszta), roll call as follows;

(Doyle)-No (Haley)-No (Olszta)-Yes (McCarthy)-Yes (Shea)-Yes

Board of Health Appointments already made:

Admin Asst. - Michelle Metcalf until 6/30/21

Assistant backup - Beth St. Clair until 6/30/21

Plumbing & Gas Inspector – Edward Kent until 6/30/21

Plumbing & Gas Inspector Asst. – Gary Stahelski until 6/30/21

Health Agent/Food Inspector – Jamie Terry until 6/30/21

Old Business:

Rt. 20 highway discontinuance-MassDOT Streetscape:

(Olszta) reported that the Highway Surveyor; Zach Lemieux has had conversations with (Doyle) and (Olszta) regarding the discontinuance of Rt. 20 from west of the bridge at Hitchcock Academy to the Hilker Farm including culvert reconstruction and sidewalks. The process could take a long time but an approval by the board to proceed is needed. (McCarthy) agreed there would be more benefits to the town and it can always be halted should something not look right. The Complete Streets Grant program will also provide more funding to the town. The board agreed to proceed with discussions.

Ambulance Contract:

K.P. Law is reviewing contract.

Custodian position:

(Doyle) spoke with the town's custodian, S. Swift about the change in positions at the ATM ultimately eliminating her position. A new line item was created making the position a Municipal Maintenance position that would be responsible for not only custodial chores but mowing, repairing and plowing. She has worked for the town for 25 years. She will continue until the position is filled.

Public Access: Cable survey:

Board discussed again with Bob Datz a survey to go out to residents through survey monkey regarding their cable experience. A new contract with Charter will be coming due within the year. Board members didn't want to see a long survey and requested that he shorten it and put on another agenda. Survey information may be included in tax bills in order to reach more residents along with social media.

Discussion of virtual meetings and which platform works better. Some liked ZOOM and other liked Microsoft TEAMS.

7:00 p.m. Public Access

None

Conservation meeting:

(Doyle) and (Shea) attended a ZOOM call for Conservation last week. Issues revolved around Brian Caron requesting billing detail from a peer review company. He has been asking for meeting minutes and wanted to know if he was being charged for reviews other than his. The company charges \$200 for itemized invoices. Selectmen found that unacceptable and will follow up with making sure resolution is met. (Shea) was concerned about requested minutes not being handed over to Caron. Open Meeting Law state that minutes must be made available.

That being said this is a good time to remind boards of the OML, meetings and minutes. Have the Town Clerk put together an ethics and OML reminder. Conversation about the Clerk doing agent duties as a clerk.

Police phones:

The Police Dept is still having trouble transferring calls within the office. Phones don't ring directly, just one phone rings. Help is needed with a Mitel rep. (Olszta) will look into it.

New Business:

(Doyle) Fire Extinguishers have expired in the town hall and annex. They will be inspected on July 7th.

July 4th holiday:

(Doyle) reported that the personnel policy is still with town counsel but would like to give employees the July 4th holiday on Monday this year.

Motion: by (Doyle) move to approve for this year giving Monday, July 6th as the July 4th holiday which is on Saturday to employees, seconded by (Haley), all in favor.

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

(Haley) would like to vote to cancel the September flea market since the Big E has been cancelled. Discussion on the next agenda under COVID update. Invite S. Collins to the next meeting and wait for input from the Board of Health.

Mail

Adjourn

Motion: by (Doyle) move to adjourn at 8:39 p.m., seconded by (Haley), all in favor. Roll call as follows: (Doyle)-Yes (Haley)-Yes (Olszta)-Yes (McCarthy)-Yes (Shea)-Yes

Upcoming Meetings:
Tuesday, July 7, 2020

Respectfully Submitted:

Carol Camerota

Transcribed by: Carol Camerota

ACCEPTED: *Paul McCarthy* DATE: *7/7/20*

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of June 22, 2020
2. Appointment list
3. MassDOT discontinuance email