

Town of Brimfield
Board of Selectmen
Meeting Minutes – August 17, 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: 942 734 255#

Members Present: Chair; Mike Doyle, Vice Chair; Paul McCarthy, Member; Carolyn Haley, Member; Ryan Olszta, Member; Suzanne Collins, Recording; Admin; Carol Camerota.
Others: Police Chief Kuss, Klia Ververidis, Bob Corry.
Remote list attached.

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

Payroll and Warrants:

Signed by Board

Minutes:

Review & approve minutes of August 3, 2020.

Motion: by (Olszta) move to approve open minutes of August 3, 2020, seconded by (Collins), all in favor. Roll call as follows: (Collins)-yes (Doyle)-yes (Haley)-yes (McCarthy)- yes (Olszta)-yes

New Governor's orders in effect. If 8 people from different households are in a room masks need to be worn. No masks if social distancing protocols of 6' apart are followed.

Review & Action:

Appointments:

Motion: by (Haley) move to appoint Sharon Ashleigh as Treasurer-Collector for remainder of term until June 30, 2021, seconded by (McCarthy), all in favor. Roll call as follows: (Collins)-yes (Doyle)-yes (Haley)-yes (McCarthy)- yes (Olszta)-yes

Flea Market Advisory Board:

Continued discussion of requests from Klia Ververidis and Lee Adams to be appointed to the Advisory Board. (Doyle) felt there wasn't enough participation to have an active board and no need to appoint. (Collins) disagreed and from a previous discussion did not feel there was a conflict of interest at all having field owners on the board. Stating it would be beneficial and was just an advisory board. The board discussed whether the Bylaw said it had to be filled and different conflicting opinions received from town counsel. (McCarthy) felt with a past law suit from field owners communication was very important between the Select Board and Advisory Board.

Motion: by (Haley) move to act on the appointments, seconded by (Collins) Roll call as follows; (Collins)-yes (Doyle)-no (Haley)-yes (McCarthy)-wanted to wait – no (Olszta)-no *Motion failed.* More information from town counsel will be sought.

Motion: by (Doyle) move to appoint– Pat Kubala to Finance Committee until 6/30/2021, seconded by (Olszta), all in favor. Roll call as follows; (Collins)-yes (Doyle)-yes (Haley)-yes (McCarthy)- yes (Olszta)-yes

Motion: by (Olszta) move to appoint Mike Komssi, Marie Ventimiglia, Marcie Springer, Paul Vandal to Rec Committee until 6/30/21, seconded by (Collins), all in favor. Roll call as follows; (Collins)-yes (Doyle)-yes (Haley)-yes (McCarthy)- yes (Olszta)-yes
Crystal McGuire withdrew her request.

Personnel Policy final review:

(Doyle), (Olszta), (Haley), Chief Kuss, Treasurer-Collector and Highway Surveyor have all been working on revisions for months. (Collins) would like the board to consider the social media portion from the Town of Amherst to be inserted in the policy clarifying non-town sponsored social media.

(Collins) would also like a mission statement and welcome to employees added such as the one Amherst has. The board agreed that Amherst's statement could be used for Brimfield. E. Pittsinger; COA Director mentioned the fact that several departments have Facebook pages. (McCarthy) added that there should be a distinguishment between social media and the town pages. (Collins) will email her recommendations and comments to the board.

7:00 p.m. Public Access

(Collins) made the board aware that Bob Corry was present with a site plan and to answer any questions regarding the Gazebo on the common. (Doyle) responded that the Gazebo was not on the agenda. Selectmen had previously advised him to see the Planning Board and Building Commissioner next.

Motion: by (Collins) for the Board to take out a building permit. This project has come before the board 3 times and the Selectmen approved. No second to the motion was heard. (Doyle) said there were concerns about the Gazebo on the common and it should be brought to the Planning Board for a public hearing.

Corry gave his overview of what many surrounding towns have done and that it is up to the Selectmen. Going to the Planning Board would be a waste of time.

Motion: by (Doyle) move to have the BOS assist and support Bob Corry and Mark Connors with their process to Planning Board. (Haley) reminded everyone that it just happened to be 2 Historical members but not the Historical Committee planning the Gazebo. Seconded

by (Collins), all in favor. Roll call as follows; (Collins)-yes (Doyle)-yes (Haley)-yes (McCarthy)- yes (Olszta)-yes
(Doyle) will speak with Planning Board Clerk to see what has to happen next.

Cont. Personnel Policy final review:

Chief Kuss submitted additional questions and comments for the personnel policy. The board will review and revisit at the next meeting.

Shared Clerk hours:

Concerns over getting hours in the Selectmen's office by the shared clerk has been resolved.

Annex/ Town employee on-site schedule review based on recent State guidelines:

The BOH is in favor of staggering office hours and days in the Annex starting at 2 ½ days each. The chart of gathered days and time set up in April will be sent to the board for review. Hold until August 31st meeting.

Annual Common Victualler License:

Motion: by (Haley) move to approve annual common victualler licenses for M Y Shahul, Cousins Maine Lobster, NY and Cook's Farm Orchard, Brimfield, MA, seconded by (Collins), all in favor. Roll call as follows; (Collins)-yes (Doyle)-abstain (Haley)-yes (McCarthy)- yes (Olszta)-yes

Old Business:

Parking Contract for School Dept at Highway update:

The Highway Surveyor wants 35 designated parking spots included in the contract.

ADA/ Building needs at Town Hall status:

The ramp (Doyle) was watching on Municibid that the board approved up to \$1,000 at the last meeting was sold to someone else for \$23,000. The front porch of the town hall still needs to be addressed. (Haley) will speak with Bob Dymon regarding his quote and keeping the porch within historical guidelines.

Sr. Center study:

(Olszta), (Doyle), E. Pittsinger Building Commissioner and PVPC are reviewing studies submitted to the town. Interviews with the finalists will be planned.

E. Pittsinger will send over the latest ADA grant application. Closing date it October 9th. (Olszta) will look at the application with Pittsinger.

Phone system update:

Phone counts are being collected from each department as the town will be switching away from Mitel after several years of complaints. If possible the board will set up a virtual meeting for approval of a quote should it arrive before the next meeting in order to move forward.

New Business:

Right of First Refusal still in process: 145 Sturbridge Road:

The old Boys Club property has been for sale for several years now. A purchase and sale has been received and the process of contacting Planning Board, Conservation and Assessors is almost complete in order to remove it from Chapter land. The Selectmen have the final vote on whether the town wants the property. Buyer is open to conversations with the town regarding its use. (Haley) and (Doyle) weren't sure if this process was necessary until he wanted to take a portion out of 61A which would spark roll back taxes. The Assessors will be discussing tomorrow.

Date for All Boards Meeting:

September 14th will be an All Boards Meeting. Job descriptions will be discussed as well as employees returning to the Annex.

Office Matters & Mail:

Selectmen focus areas:

As members of the board become more familiar with their responsibilities as members they should become liaisons for updates from various boards and topics to the rest of the board. (Doyle) will send a needs list to the rest of the board for consideration. Next agenda.

EEE:

A positive case of EEE has been reported in Wilbraham.

Unregistered Motor Vehicles:

Discussion of unregistered motor vehicles and Selectmen's responsibility. Police Chief could designate a code enforcement officer. A letter reciting the town's bylaw can also be sent to the property owner. (Olszta) will send the M.G.L. on nuisance properties to the board and the Zoning Officer.

(Haley) mentioned Brownfield funds being available and the Trant property. (McCarthy) worked on that with the former Treasurer-Collector for almost 2 years. It's very involved and needs a plan.

Complaint of clean up needed on Dearth Hill Road for property owned by the town. Property was purchased several years ago by auction. Clean up might be possible by the Highway department.

Discussion of several Facebook posts regarding Treasurer-Collectors office and benches at Brimfield Housing Authority. Complaints should be emailed to the Selectmen.

Adjourn:

Motion: by (Haley) move to adjourn at 8:46 p.m., seconded by (Olszta), all in favor. Roll call as follows; (Collins)-no present (Doyle)-yes (Haley)-yes (McCarthy)- yes (Olszta)-yes

Upcoming Meetings:

August 31, 2020

Respectfully Submitted:

Carol Camerota

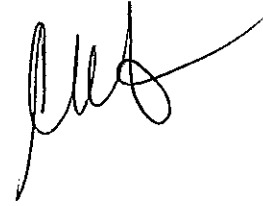
Transcribed by: Carol Camerota

ACCEPTED: *MZC* DATE: 8/31/2020

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of August 3, 2020
2. Common Vic Licenses
3. Appointments

A handwritten signature in black ink, appearing to be "JMS", located on the right side of the page.