

Town of Brimfield
Board of Selectmen
Meeting Minutes – September 28, 2020
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 in person and 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: 657 421 357#

Members Present: Chair; Mike Doyle, Vice Chair; Paul McCarthy, Member; Carolyn Haley, Member; Suzanne Collins, Member; Ryan Olszta, Recording; Admin; Carol Camerota.
Others: Police Chief Kuss, Ron & Linda Weston, Lori Myers, Wayne Phaneuf, Bob Corry, Mark Conners, Chris Adams

~~Remote list attached.~~

Call to order: by (Doyle) @ 6:30 p.m.

Microsoft TEAMS is not working making call in participation was not possible. Outage occurring with Microsoft. Every effort will be made to continue to check the website.

Payroll and Warrants:

Signed by Board. Question regarding stamped signatures by department heads and no other members. As personnel board changes can be made by the Selectmen. During COVID the stamp would make sense but Accountant wanted to bring this to the board's attention concerned about checks and balances.

Minutes:

Review & approve minutes of September 14, 2020:

Motion: by (Haley) move to approve minutes of September 14, 2020 as written, seconded by (Collins), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta) abstain

Reports of Officers, Boards, and Standing Committees:

Gazebo update:

The board will not address any ZBA issues regarding irrigation. ZBA will handle those complaints A 3-minute limit when speaking before the board was agreed upon. No board members had discussions this week regarding the gazebo. (Collins) questioned Norcross funds use.

Mark Connors and Bob Corry came before the board to briefly run through Historical Commissions projects on the common. Proposing this gazebo plan would complement the common. (Haley) had suggested it be done in phases. Phase I would include site work and plantings. Connors would like the Cumberland Farms funds to be released and also Norcross funds while still awaiting approval of grant funds through Todd Smola. Any surplus at the end would be given back to the town. He would like Phase I to be completed by the end of the year.

(Doyle) reminded Connors that the Norcross funds discussed at a meeting last year were to be pledged with the intent of Historical going to the ATM and requesting \$5,000 more on a Warrant Article. Connors didn't want to approach the town for more funds and is still \$6,000 short. He will check to see if the Historical Commission has any funds available, but is also still looking for the remainder to be allocated. The Select board is comfortable allocating \$5,000 but any more should be voted on by the residents.

Discussion of what bids were received for the gazebo and brick work and if Tantasqua students could build the gazebo. Kloter Farms was the best well-made gazebo. Should the board motion to earmark \$5,000 as before from Norcross.

Motion: by (Olszta) move to earmark 5,000 from the Norcross gift account for the Gazebo. Roll call as follows: (Collins)-Yes (Doyle)-No (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

(Olszta) would like to know what the additional amount needed would be. Connors responded that phase I would be \$32,000 and phase II approximately \$10-12,000.

(Haley) stated that an email she received from the State said grant funds would not be available this year. (Doyle) would like the abutters to comment on the plantings. Connors would like to proceed with gazebo and plantings simultaneously.

Some asked if the gazebo would really mitigate the light from Cumberland Farms? Light mitigation was supposed to be accomplished regardless.

L. Myers spoke with a landscaper from Old Sturbridge Village and they suggested using someone local for a master plan. Connors added that Norcross has offered to volunteer their own horticulturist. (Haley) reminded everyone that plantings will need to be watered while there is no water source on the common.

(Doyle) did not want the project being tied directly to the BOS. Connors is advocating to use the entire amount left in the Norcross account in order to move forward. Neighbors want to see the \$11,000 go toward light mitigation, it's intended purpose.

More information is needed to see what funds in Norcross have already been allocated for other projects. Connors then said Historical will be out if the gazebo can't be done this year with the changes that are being made.

Bob Corry wanted like to speak and but was refused. He took measurements on the common at night to check vehicle lights coming out of Cumberland's. The board asked him to present at the time a master plan comes to the board.

Moment of silence for Bob Hanna who passed away today. He was the town's previous Highway Surveyor and worked for the town for over 62 years.

Tornado funds for Hollow Brook Farm:

(Olszta) informed the Westons that the board is unable to move forward until multiple issues with Planning Board, Conservation and Board of Health are met. These were also confirmed by Jim Mazik at PVPC. R. Weston said BOH wanted the new septic tank installed with a pumping station and a raised bed and his horses couldn't go on to the raised system.

(Olszta) stated that the change was required because of an apartment that had not been previously permitted. The BOH still needs the system replaced and Conservation needs request for determination and a site determination plan. When all boards are satisfied, come back to the Selectmen regarding grants.

7:00 p.m. Public Access

Amanda Day from wreaths across America (WAA) asked the board to sign a participation agreement. All donations allow WAA to place ceremonial wreaths on veterans' graves.

Motion: by (Olszta) to approve WAA to place ceremonial wreaths in the Brimfield Cemetery, seconded by (Haley), all in favor. Roll call as follows; (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Reports of Officers, Boards, and Standing Committees: (cont.)

Phone system update:

New quote from for a 60-month term would be \$563.60 with 2 years of maintenance. Total cost \$29,446.16. Tantasqua supports the new system which includes new hardware and software and will use existing phones. The phone budget will be over this year until it's all set.

Motion: (Olszta) move to approve a 60-month term at \$563.60, seconded by (Haley), all in favor. Roll call as follows; (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Parking contract for School Dept at Highway update:

No new updates

Gas pump contract status:

(Olszta) contacted Wales and Holland and will also request town counsel review. Admin fee will be based on gallons used. Sensed some ambivalence from other towns about proceeding. More information will be gathered from Highway.

Bylaw review Committee:

Discussion of the bylaw committee also being a review committee. Many bylaws are outdated and need to be reviewed. Town Clerk has the shared clerk working on updating the town meetings. Table until Town Clerk is ready to address the board.

Reports of Special Committees:

Grant update: Small Town and Community Compact:

(Collins) reviewed several grant options. Would the IT grant allow for a portion of the server if it is a lease term? Steve Rich is not sure if that would be possible and will look into it. Server hasn't been bought yet so we could technically do it. Could be framed as unified municipal data center. The new public safety building would be the ideal place for the server since an area has already been dedicated for Fire and Police. S. Rich explained where the server is currently located and why the move would be important. Should Pat Burke be contracted to configure the server or would Tantasqua have time. S. Rich would have time as equipment comes in during winter vacation.

Sr. work off position for grant writing:

E. Pittsinger would like to create a grant writing position for the Sr. work off. Board was in agreement.

(Collins) looked into the Small-town grant for \$100,000. We could include applying for handicap access to town buildings and needs due to Covid. Figures for a handicap door, and bathroom alone would be at least \$75,000 with the old figures from 2015. Prices have gone up, and the town could do another assessment. So much more needs to be addressed. Collins will not pursue at this time.

Police Chief suggested that grant writing is a specific skill. The town should at some point consider getting a grant writer. Possibly a line item on the next ATM.

Personnel Policy final review:

Motion: by (Olszta) to approve the most recent update of the personnel policy, seconded by (Haley), all in favor. Roll call as follows: (Collins)-No (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Chair sign regional Rock Salt Bid:

(Doyle) Signed FY21 Multi-Town Rock Salt Bid

Special Orders:

Trick or Treat:

DPH and BOH will discuss special orders tomorrow night.

Unfinished Business and General Orders:

ADA/ Building needs at Town Hall status and front porch repairs:

Hold

New Business:

Boston Post cane for oldest person:

(Doyle) would like to continue the history of passing the cane to the oldest person in town. Instead of handing the cane out perhaps a plaque with names added would be appropriate. Mary Degan will be the next recipient at 103 years old.

\$40,000 grant for jaws of life and extrication was received by the Fire Department.

Who should be the contact for Cumberland Farms? Complaints about height of bushes out front.

Next agenda: Flea market owners' letter to the State about how to open next year.

Office Matters & Mail:

Adjourn:

Motion: by (Haley) to adjourn at 8:44 p.m., seconded by (Olszta), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Upcoming Meetings:

Tuesday, October 13, 2020 6:30 p.m.

Respectfully Submitted:

Carol Camerota
Transcribed by: Carol Camerota

ACCEPTED: *MZK* DATE: 10/13/2020

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Meeting minutes of September 14, 2020
2. Wreaths across America
3. Quote from Total Communications
4. FY21 Multi-Town Rock Salt Bid
5. Boston post cane tradition