

Town of Brimfield
Board of Selectmen
Meeting Minutes – December 21, 2020
21 Main Street Road and Virtual

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The chair of the Board or Committee should state at the beginning of the meeting that the meeting will be available online; what follows is a standard to be stated at the opening of the meeting.
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 limitations on the number of people that may gather in one place, this meeting of the Brimfield [Board of Selectmen] is being conducted via remote participation. Every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to participate in this meeting while in progress may do so by following the link on the website or calling the phone number:

Members Present: Chair; Mike Doyle, Vice Chair; Paul McCarthy, Member; Carolyn Haley, Member; Suzanne Collins, Member; Ryan Olszta (call in), Recording; Admin; Carol Camerota (virtual)
Others: Police Chief Kuss, Trifecta Farms Counsel; Nic Adamomopoulos
Virtual callers also in attendance

Call to order: by (Doyle) at 6:31 p.m.

Payroll and Warrants:
Signed by Board

Minutes:

Review & approve open and executive minutes of December 7, 2020.

(Doyle) mentioned comments from town counsel re: executive minutes. Hold approval until next ex session.

Motion: by (Collins) move to approve minutes of December 7, 2020 as written, seconded by (McCarthy), all in favor. Roll call as follows; (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes

Reports of Officers, Boards, and Standing Committees:

Trifecta Farms: Designee for Host Community Agreement:
Town counsel running late remotely. Hold.

(Olszta) called in, put on speaker phone.

Appointment: Gwen Riendeau to Cultural Council 3-year term until 6/30/2023:

Motion: by (Haley) move to appoint Gwenevier Reindeau to Cultural Council for a 3-year term until 6/30/2023, seconded by (McCarthy), all in favor. Roll call as follows; (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Trifecta Farms:

Nic Adamomopoulos. Held a public forum for Trifecta Farms a cultivation facility to be built on Holland Road. Approximately 20 people were live at the forum and others attended online. Feedback from abutters was helpful and ideas were discussed with the group about what the building would look like from the road and how it would fit into the old town look of Brimfield. Amendments will be made after town counsel reviews the HCA (Host Community Agreement). (Doyle) added that a previous agreement the town has with Webber Road, Ops will be used as a template.

(Collins) asked about the HCA to which (Doyle) responded that the board still needs to discuss with Trifecta once town counsel has reviewed. (Olszta) offered to be the liaison again. J. Silverstein joined meeting. He will work with Trifecta on the HCA and the town's liaison/designee and then bring it back to the board. (McCarthy) asked if a retail HCA could still be used for this new cultivation. Silverstein responded that changes would be inserted to the template for the new applicant. Board agreed to have (Olszta) be their designee. J. Silverstein will send a word version over to Trifecta and schedule a time to discuss with. Trifecta was agreeable.

Poor sound quality – cable meetings:

(McCarthy) voiced his frustration from a previous meeting and not being able to hear attendees who spoke on the microphone at the meeting. (Collins) is the liaison for public access and had a discussion with B. Datz. Datz explained the technology and the difference between the microphone on a computer as opposed to the cable recording. People are encouraged to contact public access when they are experiencing difficulty hearing a meeting.

7:00 p.m. Public Access

BOH Agent; Jamie Terry was on the call to answer questions and give an update. (McCarthy) as liaison questioned distribution for COVID funds if Agent is also working for another town. Terry does Brimfield's contact tracing for the town. Brimfield is yellow as of this past recording. 7 cases were just cleared yesterday but seeing more active ones. Washing hands and taking precautions are still recommended. The vaccine has started to roll out but will take some time. It is safe to say it will be available by April or June. Boards members signed up to work at a flu clinic at Tantasqua that went smoothly. Brimfield, Holland and Wales would most likely do vaccinations at the Brimfield Elementary School. It was asked if someone has already had COVID should they still get the vaccine. She recommends yes because it could be possible to get it more than once. (Doyle) thanked Jamie for doing an awesome job.

Grants update:

CDBG – Flea Market Owners Association complaint:

(Collins) left meeting as a board member and will attend as a resident. (Collins) called ethics and it was recommended that she leave the room to recuse herself. She is just following their recommendation.

An email complaint came in from Flea Market field owner Pat Waite regarding a CARES grant (Microenterprise Assistance) that the town did not apply for. (Doyle) was shocked by remarks made by other field owners that the town would consciously keep funds from field owners.

(Haley) added that there was great competition for this grant and for some reason Quaboag Valley placed Brimfield under the Town of Southbridge. Requirements for the Grant included items such as applicants 2019 tax information, must be low or moderate income and be current with taxes, as well as other checklist items and accounting information. Field Owners should feel free to call Sheila Cutty at Quaboag Valley CDC. (Olszta) confirmed that it was for low to moderate income. Unlikely that a field owner would meet criteria. Applying Regionally may be something to look into for the future. (Doyle) thanked (Haley) for the information provided.

Licensing:

2021 licensees for approval:

Common Victualler: Collins Apple Barn, 52 Palmer Rd, Cumberland Farms, 3 Main St, Auction Barn Innovations, 35 Main St, *MK Fuel (County Line), 341 Sturbridge Rd.

Motion: by (Haley) move to approve licenses as listed. (Doyle) questioned MK Fuel and delinquent taxes. Board would like to table pending an acceptable payment plan with Treasurer-Collector. **Amend motion** and to approve Collins Apple Barn, 52 Palmer Rd, Cumberland Farms, 3 Main St, Auction Barn Innovations, 35 Main St, seconded by (Olszta), all in favor. (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Permit Pro licensing procedures:

Licenses have been signed when all necessary documents have been received. With Permit Pro sign offs are on line. Discussion on what the board would need to sign and what can be done on line and what should be physically signed. Board agreed to follow steps on line with Permit Pro with signoffs by the Treasurer-Collector and Zoning Officer. If a delinquency exists, Admin will bring to the board's attention for further discussion, otherwise Admin can approve license on Permit Pro. The actual license that is printed on orange paper will still be brought to the board for signatures and then mailed to applicant.

Common Victualler Fee:

(Olszta) felt the town should have licenses for one day events, craft shows, farmers market. Discussion on whether license should be for brick and mortar and temporary vendors who may be at a food court. (Haley) suggested revisiting in January. (Doyle) recused himself as a permit holder. (Olszta) has some M.G.L. information and will look further into this.

Flea Market renewal letter:

Letter includes Common Victualler License information. Hold until second meeting in January.

My Town Government:

(Haley) commented that residents and even some boards and committees are still confused and still going to My town Government. The town's official website is www.brimfieldma.org. (Doyle) will email Bob Sullivan and Bob Datz about closing the account.

Olszta left meeting. 7:45 p.m.

Reports of Special Committees:

None

Special Orders:

None

Unfinished Business and General Orders:

Gazebo update (Administrative only, no public discussion):

(Doyle) Began discussions after the last meeting with Highway and a Planning Board member about the Winter Streets Grant for \$300,000 that would help Seniors and children with more outdoor access around town. Extending an additional path from the original path that cuts through the common south to north. This additional path would be added west to east and end at the gazebo and include pole lanterns on the common with electrical outlets. Before applying a public hearing needs to be held. Planning Board member; Pam Marquis has been very helpful with what would be needed to provide access for seniors to the common so they could sit and enjoy it. If board approves, he would approach the Planning Board and Historical. Additional phases would include sidewalks to the Elementary school.

Phone system update:

(Doyle) reported that Spectrum installed hardware at the Public Safety Complex last week. Fiber is also being completed at the Annex. PSC will house the hardware since it is a much safer and secure facility. A dedicated phone system will be set up. By the first- or second-week phones should be up and running.

Parking contract for School Dept at Highway update:

(McCarthy) spoke with Deb Boyd regarding an exchange for Tantasqua IT support for bus parking at the highway department. Negotiations have been difficult without real numbers for vehicles, number of people, office space, wash bay, etc. Hold until spring. Short-term results the town is running high on internet and phones. Line item being used for IT could also be used for fiber upgrade and phones.

ZBA laptop update:

Old ZBA laptop has been returned from Tantasqua and is available and in the BOS office for the Shared Clerk to use. (Collins) said there had been issues with hooking the Shared Clerk's personal laptop up to Ricoh printer in conference room. ~~(Doyle) did not want an~~ Apple laptop hooked up to anything with the town due to security. (Collins) reported having difficulty dealing with Tantasqua and purchasing a printer. Shouldn't every department have a log of equipment such as inventory control. Tantasqua IT does not like to mix and match equipment.

*Tantasqua
IT does
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Discussion of ZBA's need to purchase a laptop since she hadn't heard back from Tantasqua IT. ZBA clerk should be using an acceptable laptop. (Collins) will discuss with Shared Clerk.

Old Business:

Funding for CARES Act has already come through. Next application is due sometime in January and will only cover expenses through Dec. 31st. (Doyle) Approved this past round was a Lucas machine which is a Mechanical CPR which will be used by the Fire Dept. (Haley) Would love to see the Action Ambulance report. Chief Contois gets the reports.

Office Matters & Mail:

None

New Business:

Sidewalk shoveling bylaw:

(Doyle) said this subject has been discussed multiple times throughout the years and (Collins) wanted to discuss a bylaw. (Collins) disagreed. She received complaints from 2 residents at the Brimfield Housing Authority that found it difficult to walk to the center of town when the sidewalks weren't shoveled but it wasn't a complaint about the Highway Dept. not doing their job and thanked whoever did shovel. She is not suggesting a bylaw and just wanted to mention it. (Haley) thought responsibility was the property owner. (Doyle) stopped the discussion because it didn't include a bylaw and **Motioned** to adjourn. (Collins) disagreed and just wanted to bring it to the board. Motion seconded (McCarthy), all in favor. Roll call at 8:16 p.m. (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes

Upcoming Meetings: January 4, 2021, 6:30 p.m.

Respectfully Submitted:

Carol Camerota

Transcribed by: Carol Camerota

ACCEPTED: 

DATE: 1/4/2021

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Meeting minutes of December 7, 2020
2. Common Victualler applications
3. Cultural Council email for Gwen Riendeau
4. Flea Market Owner email
5. Flea Market Field owner letter