

Town of Brimfield
Board of Selectmen
Meeting Minutes – February 1, 2021
Virtual only due to snowstorm

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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, Recording; Admin; Carol Camerota
Virtual callers in attendance

Call to order: by (Doyle) at 6:30 p.m.
Remote participation due to snow storm.

Payroll and Warrants: Board
Will be signed by Board tomorrow.

Minutes:

Review & approve minutes from January 19, 2021:

(Collins) would like to be involved with the FEMA form before it goes out to homeland security. (Olszta) replied the whole board will review.

(Collins) wants minutes to clarify friend of (Doyle) in Charter update (pg.3)

Motion: by (McCarthy) Amend to (Doyle) spoke with a friend from Charter for informal information and didn't think it fell in line with being a Charter problem, seconded by (Olszta), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-Yes (McCarthy)-Yes (Olszta)-Yes (Haley)- no present

(Haley) present is on phone.

(Collins) wants to dollar amount reflected in the Motion for network connection at the Annex (pg.4)

Motion: by (McCarthy) original motion by (Haley) amend to include, up to 2,000 for fiber dropdown, seconded by (Olszta), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-Yes (McCarthy)-Yes (Olszta)-Yes (Haley)-Yes

Motion: by (Olszta) move to approve all minutes as amended, seconded by (McCarthy), all in favor. Roll call as follows; (Collins)-Yes (Doyle)-Yes (McCarthy)-Yes (Olszta)-Yes (Haley)-Yes

(Doyle) would like to reopen minutes of December 21, 2020, approved on 1/4/2021.

Motion: by (Olszta) to reopen minutes of December 21, 2020, seconded by (McCarthy), all in favor. Roll call as follows; (Collins)-Yes (Doyle)-Yes (McCarthy)-Yes (Olszta)-Yes (Haley)-Yes

Discussion on minutes for 12/21/20 regarding Sunpin Solar that were previously approved. Under Grants update: regarding an engineer willing to help the town that also worked on the Sunpin Solar project. Clarify working pro bono and who he is being paid by.

Town Counsel, J. Silverstein remarked on Consultant fee accounts. Town employee experts employed by the town, but paid by the applicant and not the town. It is town's consultant.

Motion: by (Doyle) amend minutes of December 21, 2020 meeting. Discussed and approved at the January 19, 2021 meeting by replacing, already working pro bono associated with Sunpin Solar *with* working on the behalf of Brimfield on the Sunpin Solar project, seconded by (Olszta), all in favor. Roll call as follows; (Doyle)-Yes (McCarthy)-Yes (Olszta)-Yes (Haley)-Yes (Collins) Apposed.

AFTER FURTHER REVIEW WHILE TRANSCRIBING MINUTES THIS DISCUSSION WAS RELATED TO THE MINUTES OF January 4, 2021(pg.3) NOT December 21, 2020. CORRECTION TO BE MADE DURING February 16, 2021 meeting.

Sign engagement letter from auditors (Scanlon & Associates):

No comments.

Motion: by (Olszta) move to sign engagement letter for Scanlon & Associates for FY20, 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:

Trifecta Farms-Marijuana grow facility: review & sign Host Community Agreement:

J. Silverstein sent the final version of the Host Community Agreement for the Cultivation facility at 142 New Holland Road, Brimfield. Trifecta Farms is a no retail facility. Impact fee of \$10,000 for fees has been sent to town attorneys and a 10,000-gallon water tank will be installed. (Doyle) added that the voluntary contribution went down from \$25, 000 to \$15,000.

Motion: by (Olszta) move to approve the Host Community Agreement with Trifecta Farms Corp, 142 New Holland Road, seconded by (McCarthy), all in favor. Roll call as follows; (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Gazebo update (Administrative only, no public discussion) – Fundraising sign on common:
4' x 8' thermometer to be put up on common.

Motion: by (Haley) move to approve as long as Building Commissioner approves, seconded by (Olszta), all in favor. Roll call as follows; (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

7:00 p.m. Public Access

None

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

Lake Sherman:

Pond maintenance to include Warrant Article:

(Doyle) stepped away as Selectmen to speak as a resident. (McCarthy) also stepped away as a property owner. (Doyle) requested (Olszta) take over as chair.

(Doyle) as a resident would like to suggest that the town might want to have a town wide lake assessment and weed control process and see if Solitude will do all 3 ponds.

Accountant: M. Arsenault reported that appropriation balances are still running funds into weed control for \$16,000 and dam control at the 2018 ATM for \$30,000. Shouldn't those be spent first. Revisit at next meeting after information on cost and invoicing is gathered. C. Camerota will reach out to Conservation. No action

Solitude: contract for renewal:

Request Conservation contact Solitude regarding all 3 lakes.

Extension permit for order of conditions:

Revisit next meeting. No action.

Sign installation to include Warrant Article:

Board's concerns over the sign for Lake Sherman were, if a permit had been applied for and the size of the sign. The Board never approved it because it wasn't a town project.

C. Camerota will send an email to the Building Commissioner that building and zoning bylaws should be adhered to.

FY22 Budget discussions:

COA Removed from agenda. Table until next meeting.

Fire Department:

Fire Chief Contois reviewed with the board a few items including the standard 2% salary increase. Expenses will be level funded. Public safety expense should increase from \$3,000 to \$4,000 for maintenance contracts on the brand-new equipment. Breathing apparatuses should be replaced on a regular basis and be a line item so it's continuous every year.

Suggestions by the Board and Finance were to purchase every year including additional cylinders to keep current. Cost will average \$8,000-9,000.

Motion: by (Olszta) move to support the fire department budget as submitted, seconded by (Collins), all in favor. Roll call as follows; (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Selectmen (introductory)

(Doyle) would like Board to review the FY22 budget sheet and revisit next meeting. (Olszta) and (Doyle) will be meeting with Chris from Berry insurance this week to get numbers on workers comp, general insurance and liability for the town.

(Haley) will advocate for C. Camerota's request for additional hours.

Motion: by (Olszta) to support. Postpone to next meeting. All agreed that the position deserves 40 hours per week which the Admin is currently working.

Grants update:

(Doyle) still waiting to hear on the Smart Roads Grant application which will cover pathways, benches and electric conduit on the common. Before work begins a full discussion will be had. Planning Board will hold a public hearing and the Board encouraged Historical to publicize the meeting notifying residents. Discussion on whether it should go to the Annual Town Meeting or not. Hold

Micro Grants and the Community Compact Grant were discussed. No board member offered to take the lead. (McCarthy) doesn't not have the time now but will take a look. He will also forward on the email with links again to board members.

Tantasqua budget liaison:

In the past it has the liaison has been a school committee member. No board member offered to be the liaison. (Doyle) stepped in and (Olszta) will backup.

**Reports of Special Committees:
Special Orders:**

Unfinished Business and General Orders:

Phone system update:

Change over was going to be tomorrow. Several issues and the snowstorm. Date change to Feb. 12th.

Common Victualler license:

(Doyle) stepped away because he owns a mobile food truck. (McCarthy) will step in as Chair. (Olszta) presented a power point to explain the reason Municipalities have common Victualler licenses. Seems that not one size fits all. Currently are for all businesses selling food. Definition is for any food service cooking, preparing and serving food for consumption on premises. That fee of \$75 in conjunction with the temporary food permit through the Board of Health can create high costs for a vendor through both departments. Suggested proposed temporary food establishment permit as outlined which will require a bylaw change. Also mentioned were mobile food establishments, farmer's market permits and establishing fees for them. Distinguishing between different permits should be reviewed by both departments. (Olszta) will reach out to BOH to work with them.

Flea Market Advisory Board:

(Olszta) put feelers out to the community and has received several residents who are interested in being on the Flea Market Advisory Board. Les Delucia is interested and has been in town for 14 years. Looking to get involved and feels he can be objective. He has no conflict with the flea market and is looking to maintain Brimfield as it is. Historically the Advisory Board has had 2 field owners, 2 Chiefs, 2 residents and a FM coordinator which has since been removed.

There have been concerns about the amount of funds used to pay for town services and the Advisory Board could look at both sides to help the town move forward.

Jaqueline Wilkinson is a veteran and has lived in town for over 2 years. She likes Brimfield and wants to get involved.

Cheryl Green living in town for over 30 years. Masters degree, recently retired and would like to maintain the culture of Brimfield by getting involved.

Board would like to collect letters of interest with a short bio and review again in 10 weeks.

(Middle of April)

Discussion over decisions made last year regarding show promoters.

Post on Facebook and public access that the board is accepting letters of interest.

Table until next meeting.

Flea Market:

Last year's vendor permits:

Should last year's permits be used this year with 2020 dates. C. Camerota will check prices and lead time for having new permits printed. Hold until next meeting.

Letter to field owners with dates:

Board accepted letter to filed owners regarding dates and licensing procedures.

Date of ATM:

Fire chief is in the process of procuring a new \$550,000 fire truck which will see an 10% to 30% increase on May 20th. If the scheduled date for the ATM on May 16th needs to be moved due to COVID restrictions a possible Special Town Meeting for just that one item could be set on May 16th. No decision was made tonight but should be fairly soon.

Chief Contois confirmed that increase would happen May 20th. The intent has been to build this truck properly to replace 2 or 3 other trucks and he has been working with the vendor on it. The quote is only good until that day.

New Business:

Building Commissioner does not have any large items for the capital plan but would like heat in his office and has been running out of code space heaters. Have Paul Vandal look at it and make some suggestions.

(Doyle) and M. Shea worked with a property owner that was invoiced incorrectly on a project with Conservation and it has been resolved. He thanked the Conservation Commission.

Board of Health Chair, D. Costa let the Select board Chair know they were looking to set up a vaccination site in the town hall for 1x per week. Board was in agreement to move forward.

Office Matters & Mail:

Adjourn

Motion: by (Haley) to adjourn at 8:44 p.m., seconded by (McCarthy), all in favor. roll call

Roll call as follows; (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Upcoming Meetings: Tuesday, February 16, 2021, 6:30 p.m.

Respectfully Submitted:

Transcribed by: Carol Camerota

ACCEPTED: 

DATE: 2/16/2021

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Meeting minutes of January 4, 2021.
2. Engagement letter from Scanlon & Associates
3. HCA and authorized certification form for Trifecta Farms, Corp.
4. Tantasqua liaison reminder
5. Fire Dept. budget