

Town of Brimfield
Board of Selectmen
Meeting Minutes – February 16, 2021

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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
In person: Accountant: M. Arsenault, Conservation: Carol Platenik, Police Chief Kuss, M. Wales,
Virtual callers also in attendance.

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

Payroll and Warrants:

Signed by board

Minutes:

Review & approve minutes from February 1, 2021:

Motion: by (Haley) move to approve minutes of February 1, 2021 as written, seconded by (Olszta), all in favor. Roll call as follow: (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Motion: by (Haley) move to approve amendments made to January 19, 2021 minutes (pg. 3 & 4) and January 4, 2021 minutes (pg. 3), seconded by (McCarthy), all in favor. Roll call as follow:
(Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Reports of Officers, Boards, and Standing Committees:

Appoint Flea Market Advisory Board:

Letters of interest received from, **Residents:** Les DeLuca, Jacqueline Wilkinson, Melinda Kirkpatrick and Cheryl Green. **Field Owners:** Rusty Corveau and Lee Adams

Board discussed the makeup of the board and requiring field owners/show promoters to sign disclosures. (Collins) will begin working on a bylaw that would include the composition of the board.

Motion: by (Olszta) move to accept current letters of interest and appoint residents: Les DeLuca, Jacqueline Wilkinson, Melinda Kirkpatrick, Cheryl Green and field owners Rusty Corveau and Lee Adams to the Flea Market Advisory Board, seconded by (Collins), all in favor. Roll call as follow:
(Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Wreaths Across American-Request date for 2021 to place wreaths

Manda Day informed the board that everyone was very generous this past year and all Veterans had wreaths. Scouts did pick up wreaths prematurely but they will still be included again this year.
Requested date December 18, 2021.

Motion: by (Haley) move to approve December 18, 2021 for Wreaths Across America to place wreaths in the Brimfield cemetery, seconded by (Collins), all in favor. Roll call as follow:
(Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Phone system update:

S. Rich from Tantasqua continues to work on the fiber. Network connections at the Annex will cost more than anticipated. 4 dropdowns per office required in order to include printers and scanners. New estimate from electrician shows an additional need of \$1500.

Motion: by (Haley) move to approve additional amount of \$1,500 for fiber connections, seconded by (Olszta), all in favor. Roll call as follow: (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Access to offices and a few other issues caused a delay in switching phones over. No new cut over date has been set.

7:00 p.m. Public Access

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

COA Director: Vaccine update for the Sr. Center:

E. Pittsinger reported that the Sr. Center reached every senior they had a phone number for to schedule appointments once vaccine came available. Jamie Terry and Michelle Metcalf helped with calling. Next phase for 65 and over should be lighter.

Discussion of Ponds: Contracts, permits and administrative:

(Doyle) and (McCarthy) recused themselves for this discussion. (Olszta) chaired the discussion. Weed control for Lake Sherman has been addressed for years and now Little Alum and Mill Pond would like to be included. Carol Platenik of Conservation stated that Lake Sherman has had a 5 year plan, and that treatments for each pond may be different and need to be evaluated. E. Pittsinger added as a resident, that Little Alum does have some shallow areas and issues by the boat launch cove. She would also like to see all 3 ponds be included.

L. Morrill confirmed that an assessment was done in 2020 by Solitude for Little Alum. She is requesting that the town cover the ballpark amount of \$6,800. Little Alum does not have a big problem now but they want to start addressing it.

Discussion with Accountant of the accounts for waterway funds and the amount in them.

R deBruyn added that Conservation has received a lake management for Lake Sherman. A new NOI is required for Little Alum. However, Mill Pond is not listed in the great pond update for mass.gov. There is no public property that borders Mill Pond and it might not be eligible for public funding. A study could be done to see if it qualifies. Mill Pond also needs an association. Conservation will reach out to Solitude for all 3 ponds. Warrant articles will need to be written for funding of each Lake.

FY22 Budget discussions:

COA:

E. Pittsinger submitted a letter on behalf of her clerk and activities director asking for a 10% increase. Positions have not been increased for several years and are making less per hour than new hires.

Motion: by (Olszta) move to support COA budget requests that include a 10% for the Activities Director and COA staffing Clerk positions, seconded by (Haley), all in favor. Roll call as follow:
(Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Accountant:

M. Arsenault is also looking for support for an increase in salary. Her position was calculated on 19 hours per week and she is currently working close to 30 hours.

Motion: by (Haley) move to support the Accountant's budget with increases to the Audit line item and 22% increase in salary, seconded by (Olszta), all in favor.

Board made mention of the transition of Treasurer-Collector and her dedication to the position. Roll call as follows: (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Planning Board:

Discussion of combining Planning Board Clerk and ZBA Clerk with the Shared Clerk. Equipment needs such as laptop would need to be figured out. Planning Board is an elected board and the BOS should not make that decision without their input. Liaisons will discuss and come back with findings.

Motion: by (Haley) move to support Planning Board budget as is, subject to change, seconded by (Collins), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Police Department:

Increases to Chief's salary, clerk, payroll, and expense. Waiting for a Grant opportunity for radios. Animal Control budget will also be increased 7%. Expense account covers everything from patrol cars to equipment. Tasers need to be purchased on a rotating system and will begin with 2 to 3 this year. New police reform set to begin July 1st will mandate all officers, even part time be trained. Program will go for 3 years. Details are still being formulated; however, the Chief is requesting a budget increase of over \$10,000 in preparation. Discussion as to whether the purchase of radios or tasers should be on the capital plan.

Motion: by (McCarthy) move to support Police Department budget as presented, seconded by (Haley), all in favor. Roll call as follow: (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-abstain

Board of Selectmen:

Office: Selectmen stipend 2% will hold.

Shared Clerk revisit. In favor of Selectmen Assistant increase hours to 40, \$56,355.00.

Motion: by (Haley) move to approve BOS Office #19 on target and request, seconded by (Olszta), all in favor. Roll call as follows, (Collins)-Yes (Doyle)-No (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Town hall & Town report: Computer maintenance used for tantasma continue with account only use for replacing computers and Office 365.

Motion: by (Olszta) move to accept BOS #20 Town Hall & Town Report, seconded by (McCarthy), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-Yes (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Insurance numbers not complete yet. Will fill in

Ambulance:

Motion: by (McCarthy) to approve Ambulance budget #2, seconded by (Haley), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-No (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Misc #21: Suggest stipend for EM Director.

Motion: by (McCarthy) to add an additional line item for EM for \$1,000, seconded by (Collins) all in favor. Roll call as follows: (Collins)-Yes (Doyle)-No (Haley)-Yes (McCarthy)-Yes (Olszta)-Yes

Collins Apple Barn (ABCC Amendment-change or alteration of premises):

Alteration of premises will be an addition of a deck outside. Application is for approval to serve alcohol outside. Building and Planning will look at the plans.

Board questioned the order of the process and if an employee would be present outside at all times. Board would like a more detailed description of addition and how containment and supervision will be monitored outside included with application.

Motion: by (Haley) move to approve, seconded by (McCarthy). Roll call as follows: (Doyle)-abstain (Haley)-Yes (McCarthy)-Yes (Olszta)-abstain. Motion fails. Revisit next agenda.

Collins intends on having someone out there to supervise. Board would like her to work with Police and Fire about proposed restrictions.

(Haley) left meeting

Highway: Deficit in winter snow account #01-0423-5116:

Board reviewed and acknowledged.

Grants update: Sr. Ctr project (review/approve invoice for Clark & Green Architecture Design):

Motion: by (Olszta) move to approve invoice for Clark & Green, seconded by (McCarthy), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-Yes (McCarthy)-Yes (Olszta)-Yes

Location across from One Stop needs a survey that will cost \$1100 after wetlands were located.

Reports of Special Committees:

Special Orders:

Unfinished Business and General Orders:

Gazebo update (Administrative only, no public discussion):

Informational session March 3rd, public meeting.

Motion: by (Collins) that any change on the common go to the ATM, no second. Motion tabled.

Motion: by (Doyle) to not be included for the February award of the Shared Winter Streets and Spaces Grants but the March one instead, seconded by (Olszta), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-Yes (McCarthy)-Yes (Olszta)-Yes

Common Victualler license:

(Olszta) has asked for a joint meeting with BOH or some members at the March 1st meeting.

(Collins) added that BOH should be appropriately approached.

Flea Market: vendor permits:

Hold until March 1st meeting.

Board agreed on not requiring the State Promoters License in hand in order to approve Owner Operator license.

Date of ATM:

Hold until March 1st meeting.

New Business:

Acknowledge Harding Fund contributions to the Wales Food Pantry and matching funds that are donated.

Office Matters & Mail:

Motion: by (Collins) change Selectmen to Select Board. Discussion of how and if it needs a bylaw. (Collins) will get more information. Seconded by (McCarthy), all in favor. Roll call as follows: (Collins)-Yes (Doyle)-No (McCarthy)-Yes (Olszta)-No Motion failed. Revisit.

Adjourn

Motion: by (McCarthy) to adjourn at 10:01 p.m., seconded by (Collins), all in favor. roll call Roll call as follows: (Collins)-Yes (Doyle)-Yes (McCarthy)-Yes (Olszta)-Yes

Upcoming Meetings: Tuesday, March 1, 2021, 6:30 p.m.

Respectfully Submitted:


Transcribed by: Carol Camerota

ACCEPTED: MLZC DATE: 3/1/2021
Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of January 4, 19 and February 1, 2021.
2. Clark & Green Invoice
3. Highway winter general
4. Wreaths across America
5. COA Budget
6. Planning Board budget
7. Town Accountant budget
8. Police budget
9. BOS budget
10. Flea Market Advisory board requests