

Town of Brimfield
Board of Selectmen
Brimfield Town Hall, 21 Main Street
Meeting Minutes – December 9, 2019

Present: Chair; Paul McCarthy, Vice Chair; Michele-Lee Shea member; Carolyn Haley, member; Mike Doyle, member; Ryan Olszta, recording; Admin; Carol Camerota

Others: P. and L. Carpenter, Conservation; R. deBruyn, S. Phifer, J. Venezia, B. Petrie, Building Commission; B. Cantell, ZBA; K. Moore, Library, R. Wells, Treasurer-Collector; A. Beaudry, Accountant; M. Arsenault, Finance; M. Moloney, IT; S. Rich, COA Director; E. Pittsinger, N.Grid Rep; Amy Patnoid

Cable recording: B. Datz

Call to order: 6:31 p.m.

by (McCarthy)

Payroll & Warrants:

Signed by Board

Minutes: Review & approve minutes for November 25, 2019

Motion: by (Doyle) move to approve minutes for November 25, 2019 as written, seconded by (Haley), all in favor. (Olszta) abstain

Review & Action:

Right of first refusal – Prospect Hill Road:

The board was concerned as to where to funds would come from to purchase property. Most of the property is wetlands and abutters are Hull Forest and Gerrish. R. deBruyn informed the board that the Gerrish's are in the process of putting their property into Forest Legacy. A mountain brook also runs through the property which is a part of the Quaboag River. A purchase and sale agreement is in place for \$148,000 and it cannot be purchased for any less than what it is under contract for. If the property could be divided the town is not in the position of going into real estate. Discussion of what the town could have in place for funding for future situations like this.

Motion: by (Haley) to take no action, seconded by (Doyle), all in favor.

6:45 p.m. Pole Hearing – Wales Road

Amy Patnoid of National Grid explained in detail where the pole would be placed across the street from the Fire Department where the flashing light is in front of the Cemetery.

Motion: by (McCarthy) move to approve pole placement as explained, seconded by (Doyle), all in favor.

Building Dept. Hours:

The board wanted to make sure the hours in the building department were enough for the public. The Commissioner lives in town and can be more flexible having afternoon hours for contractors and evening for homeowners, or by appointment.

E. Pittsinger – combine Age Friendly Committee & Commission on Disability:

E. Pittsinger has 3 people willing to serve on the Age Friendly Committee and 2 on the Commission on disability. Both seem to go hand in hand, and she would like to either combine the two or have meetings simultaneously. In the future she may have to include Dementia Friendly. Age Friendly is a worldwide designation and disability is a Commission in the town.

The board agreed that it made sense to hold both meetings simultaneously and discuss both.

(Olszta) updated the board on the 2020 Tri town CDBG stating that Brimfield's score was too high and might hurt Wales from getting funds. Brimfield however could apply on their own.

The Congregational Church had requested funds for their handicap ramp. PVPC is awaiting receipts on that job.

The Wales Food Pantry has an opening for a Brimfield rep.

7:00 p.m. Public Access

None

Old Business:

Police radios:

2 new radios were put into the budget for the Police however more were able to be purchased because of a sale. The price will only increase, and these are very important for the department to have.

Locks:

Door locks:

(Doyle) has been looking into having locks changed on all public buildings. The Fire Dept. has requested keys from all departments. 3 locksmiths came out informing him that some locks could be rekeyed and other couldn't. One quote came in at \$4,000. The Building Commissioner has indicated that the Annex ramp door is not ADA compliant and just the door button would run \$4,000. The hallway in the Annex is not wide enough, pad locks are not allowed and some of the doors are too thin. The board stated that the town cannot always rely on Grant funds for these projects.

7:15 p.m. - All Boards Meeting

Fincom has sent out budgets to all departments for the FY21 budget. Clerk hours are all over the map so FinCom has requested that boards keep logs and report back on hours, needs and job descriptions of their clerk.

K. Moore questioned the legality of the ZBA clerk only getting paid for hearings and not for other hours worked. Can ZBA change its historic operation of only paying the clerk for hearings? The board is trying to meet monthly now to work on bylaws. An SOP should be in place for all board and committees. Conservation echoed sentiments with regulation changes and more work required for their clerk.

M. Moloney requested that ZBA submit hours for the clerk and just stop paying per hearing.

(Olszta) left meeting at 7:40 p.m.

Discussion of all interaction between clerks and the benefits to helping the town run smoother.

IT update:

Tantasqua put together a plan for updating computers in the future. The board will still need to figure out whether departments should work this into their budgets or if it will require a line item on the Warrant. Each department may need to decrease their expense budgets in order to help pay for it. Network security should be a priority and keeping up with malware and ransomware.

Boards were reminded of Office 365 and its capabilities and the ability to store documents in Onedrive.

Buying supplies was discussed and if it would be cost effective to centrally purchase possibly through WB Mason on Hampshire Council of Governments.

Permits:

Conversation spoke to issues of bounced checks and violations and how-to red flag these by either a lien on the property or stopping the permit application.

Hold until next all boards meeting.

Conservation does not think they can hold up an NOI for nonpayment of taxes.

The Building commissioner asked the board how to proceed with a barn that is within 10' of the road and ready to collapse. Once enforced, the owner would need to comply. It also may contain asbestos. The RAZE account has \$34,000 currently. He will send a letter to the homeowner but once it's identified it can't be ignored.

R. deBruyn updated everyone on the Cumberland Farms demo mentioning septic, parking and erosion control.

The Woluchuk project on Rt. 20 stating that the hearing was closed and there were multiple issues with the order of conditions.

The Brookfield Rd. solar project will be meeting Wednesday at 7pm to discuss wetland jurisdiction.

Caron solar is ongoing. Property owner is looking for a different access to Rt. 20 away from the wetlands.

Marijuana Dispensary meeting will be held Tuesday, December 10th.

Close all boards meeting at 8:40 p.m.

New Business:

Planning Board update:

Woluchuck: issues with noise

Caron: closed

Canapy solar: Order of conditions

Warren-Brookfield Rd. Solar: January meeting

Old Business:

None

Office Matters:

Mail

Adjourn

Motion: by (McCarthy) to adjourn at ^{8:46 cxc}~~9:36~~ p.m., seconded by (Shea)

Upcoming Meetings:

December 23, 2019

Respectfully Submitted:

Carol Camerota

Transcribed by: Carol Camerota

ACCEPTED: *Paul M. E.* DATE: *12/23/19*

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of November 25, 2019
2. Building Commissioner hours
3. Pole Hearing – Wales Road
4. Right of first refusal-29 Prospect Hill Road