

Town of Brimfield  
Board of Selectmen  
Brimfield Town Hall, 21 Main Street  
Meeting Minutes – November 25, 2019

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

Others: Conservation; Carol Patenik, Sarah Fortune, Joe Venezia, Police Chief; Charles Kuss, Boy Scouts

Cable recording: B. Datz

**Call to order: 6:30 p.m.**

by (McCarthy)

**Payroll & Warrants:**

Signed by Board

**Minutes:** Review & approve minutes for November 12, 2019

**Motion:** by (Haley) move to approve minutes as written, seconded by (Doyle), all in favor. (Shea) abstain

**Review & Action:**

Approve and sign Annual Liquor Licenses:

**Motion:** by (Haley) move to approve 2020 Annual liquor licenses for “On Premises” Apple Barn Café and Francesco’s Restaurant, “Retail” for Brimfield Market and Farmer Series Pouring for Auction Barn Innovations seconded by (Doyle), all in favor.

County Line Hardware is delinquent on taxes. Hold until notice has been sent and payment or payment plan is made.

**Motion:** by (Haley) move to hold Annual retail liquor license for County Line Hardware until delinquent taxes are paid or payment plan has been arranged with Treasurer-Collector, seconded by (Doyle), all in favor.

ABCC forms for seasonal population and renewal certification:

Forms will be held until the outcome of County Line’s license has been determined.

Right of first refusal: Haynes Hill Road, 18-B-4 (Beyond deadline):

**Motion:** by (Doyle) move to take no action on right of first refusal on property located at 18-B-4 on Haynes Hill Road, seconded by (Shea), all in favor.

Right of first refusal: 29 Prospect Hill Road 11-A-17 – Conservation:

Board of Assessors and Planning Board have both responded back that no action be taken on property located at 29 Prospect Hill Road 11-A-17. Conservation voted

unanimously to exercise their right of first refusal. The property is contiguous to a Hull property and Gerrish property keeping it good for wildlife and wetlands. Listed at \$130k but currently bank owned. The property should be appraised and possibly divide out portion with house on it. The town has 120 days to make this decision. Discussion on benefits of purchasing land, how it would be paid for and taking it to a town meeting vote. Conservation Clerk and members stressed the importance of acquiring this parcel. The Select board did not want to make a decision until more information is received and an appraisal. Table. The Board congratulated Sarah Fortune on her certificate of training from the MACC.

#### **7:00 p.m. Public Access**

None

#### **Review & Action (con't):**

Request use of town hall on Dec. 10<sup>th</sup>, for marijuana community outreach:

**Motion:** by (Haley) move to approve use of the town hall on December 10<sup>th</sup> for a marijuana community outreach informational meeting, seconded by (Doyle), all in favor. Post on website, Library, P.O. and cable.

Annual 2020 Common Victualler Licenses for:

**Motion:** by (Doyle) move to approve annual Common Victualler Licenses for Athen's Pizza, 26 Sturbridge Road, Brimfield Market, 13 Main Street and Cumberland Farms, 3 Main Street, seconded by (Shea), all in favor.

Special & One Day liquor license – NE Motel for 3x Antique Market:

**Motion:** by (Doyle) move to approve Special & one day liquor license for New England Motel at the 3x per year antique market for 2020, seconded by (Shea), all in favor.

#### **New Business:**

Tree lighting:

Flyers for the tree lighting on the common and other events were received from the Congo Church with a request that they be put on the town's website. (Doyle) suggested putting a link for the Church events under Community events. The town's website calendar should only have town sponsored events on it. Other churches events are not published on the website.

Tree lighting will be Sunday, December 8<sup>th</sup> at 4:30 p.m. and Santa will arrive at 5:00 p.m.

Public access:

B. Datz, public access coordinator gave his insights on how the public access channel works for news and announcements around town.

Video on demand kept crashing so it has been pulled until resolved. Mr. Datz met with Cable Cast. Bulletin board items were saved. Debate on whether to purchase

a new system or fill in the blanks with the old one. The board would like him to move ahead with purchasing a new server toward the end of the year. My Town Government will now have a fee. Boards should not have to post in 2 places. The website should be the only posting place along with the bulletin board at the Annex.

Police radios:

Chief Kuss informed the board on the current condition of police radios and new purchases. The old radios are past their life span. He just purchased 8 new radios on sale for \$3,277 with holders and a charger, saving the town \$2,300. He could use 8 more and would like to while they are still on sale. The board was in support but not sure where the funds would come from. Hold until next meeting.

**Old Business:**

Ambulance:

DLS will be helping with how to proceed on the needs of setting up an Ambulance Department for the town. Someone from DLS will meet with one of the Select board members. (Doyle) clarified that Ambulance figures weren't as bad as he previously thought. Ambulance members were still willing to continue if the town does not want to take it over. Books show they are currently in deficit \$60,000.

Building Maintenance:

(Doyle) and Highway Surveyor spoke about getting a job description written for a maintenance person line item.

Discussion of rekeying all the doors in the annex and town hall. There are approximately 38 doors and some need to be replaced because they are not to code. Pad locks are not allowed. Variance will be needed for a button to open the ramp door as well as crash bars on the 3 exit doors. The town hall is not as important as it is not used as often. Waiting for quote.

Quotes for a small shed for the annex to put trash bins and shovels in will be pursued.

Personnel Policy:

The board will continue to look at the redlined personnel policy from town counsel section by section. Conversation on contracts and school employees' vs town employees. Chief Kuss suggested having department heads look over the "Draft".

(Doyle) Discussed ZBA clerk pay with ZBA historically only meeting for appeals and hearings. Now the board would like to meet monthly to go over by laws. The clerk salary cannot be changed mid-year. ZBA should go to Fincom with next year's budget. Table until all boards meeting.

Congrats to C. Camerota for approval of the town's SAM #.

**Office Matters:**

Mail

**Adjourn:**

**Motion:** by (McCarthy) to adjourn at 8:38 p.m., seconded by (Shea), all in favor.

**Upcoming Meetings:**

December 9, 2019 – (to include all boards meeting @ 7:15 p.m.)

Respectfully Submitted:

*Carol Camerota*

Transcribed by: Carol Camerota

ACCEPTED: *Paul McCarthy*

DATE: *12/9/19*

Documents Utilized for this meeting

**MATERIALS FOR BACKGROUND AND REFERENCE**

1. Minutes from November 12, 2019 meeting
2. Signed liquor licenses
3. Conservation exercise right of first refusal
4. Request use of town hall for marijuana meeting
5. Common Vic licenses
6. Special & one day license
7. Tree lighting