

Town of Brimfield
Board of Selectmen
Brimfield Town Hall, 21 Main Street
Meeting Minutes – January 6, 2020

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

Others: Police Chief Kuss

Cable recording: J. Bolte

Call to order:

6:30 p.m. by (McCarthy)

Payroll & Warrants:

Signed by Board

Minutes:

Review & approve minutes for December 23, 2019

(Doyle) inquired about setting a legal fee for the Host Community Agreement and whether the \$5,000 was set or not. Clarification will be made with Town Counsel but Webber Rd, LLC was willing to pay.

Motion: by (Haley) move to approve minutes of December 23, 2019 as amended, seconded by (Doyle), all in favor.

Review & Action:

Discuss adopting special speed limit for Lake Sherman roads:

Hold until next meeting.

Bell ringing:

The bell in the Town Hall was rung on December 28th 7 times for Cynthia Martin who was a long time employee of the Brimfield Library. The procedure for ringing of the Memorial bell was posted on the town's website.

Ambulance update:

The board is still waiting for several documents from the Chief.

7:00 p.m. Public Access

None

Old Business:

Security/new keys:

Nothing new to report.

Building Maintenance update:

None

Furnace in Town Hall:

Furnace in the Town Hall needs to be replaced or fixed. Discussion on what type of unit would be efficient.

Road leak at highway:

The Highway dept. has a leak in the metal roof which is at least 20 years old. Replacement will be needed down the road but for now will attempt to seal it.

Sidewalks:

A complaint that was received from a resident about sidewalks leading into the center not being shoveled after each snow storm. The highway department has done it in the past and now has newer equipment to help out, but ultimately cleaning of the sidewalks is the responsibility of the property owner.

Personnel Policy – reminder to review:

The deadline for each department head to review the personnel policy is January 13th. The board will discuss the policy at their January 21st meeting.

Rec Committee members:

No response yet on who the members are.

New Business:

(Doyle) recently read the minutes from ZBA and had concern about a possible open meeting law violation. Discussion on where boards keep their plans if they don't have an office. Other towns upload plans for projects on to their websites.

(Doyle) would like the board to start looking at salaries and rates for clerks and inspectors. Job descriptions and tiers would be a good place to start. Agenda item for a future meeting. Finance would like to review salaries before March and getting the job descriptions would help.

(Haley) informed the board that Quaboag Valley CDC is our local rep PVPC transportation.

Office Matters:

Mail

Adjourn:

Motion: by (Doyle) move to adjourn at 7:13 p.m., seconded by (Haley), all in favor.

Upcoming Meetings:

January 21, 2019

Respectfully Submitted:

Carol Camerota

Transcribed by: Carol Camerota

ACCEPTED: *Paul McCarty* DATE: *1.21.2020.*

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of December 23, 2019
2. Memorial Bell ringing procedure