

Town of Brimfield
Board of Selectmen
Town Hall Annex – 21 Main Street
Meeting Minutes – July 8, 2019

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

Others: Police Chief; Charles Kuss, Conservation; M. Restino, C. Platenik, A. Panaccione, J. Venezia, ZBA; H. Leaming, K. Moore, D. Fagerstrom, Gary Watts, Richard Bamberger, Suzanne Collins, Kate Corriveau, Mr. Schultz, Robert Condon, Andi Hengen, David Cheney, John and Jane Freeman, Krista Virchow

Cable recording: J. Bolte

Called to order: 6:30 p.m. by (Shea)

Payroll & Warrants:

Signed by board

Minutes:

Review & approve minutes of June 24, 2019:

Motion: by (Olszta) move to approve minutes as written, seconded by (Doyle), all in favor.

Review & Action:

Common Victualler License:

Motion: by (Doyle) move to approve Common Victualler for Bemat's Polish Meat Products, G. Bernat, Chicopee, MA, seconded by (Olszta), all in favor.

Chubb – Renewal Policy for Police and Fire:

Signed by Vice Chair

6:45 p.m.

Joint meeting with ZBA

Hold for a few minutes.

Old Business:

Personnel Policy review:

(Haley) would like to hold off until October on review of the personnel policy.

Building Maintenance priorities- FY 2020:

(Doyle) would like to create a subcommittee for building maintenance priorities. The committee would include several board members and possibly the Highway Surveyor and Police Chief to help prioritize. (Doyle) and (Olszta) volunteered and will reach out to the others.

Joint with ZBA:

Discussion of annual appointments:

ZBA Associate member and clerk resigned in May. H. Leaming was appointed in June and would he fill that position. Leaming voiced that he was appointed as a voting member for a 3 year term and did not get sworn in until after July 1st.

Stressing again that he was a voting member. Moore felt discussion of D. Damon's request to be reappointed should be held with him present since there are already 3 voting members. Add this to the next agenda.

The town's bylaw would have to be changed on town floor to increase members of the ZBA from 3 to 5.

Appointments:

Conservation members:

Conservation members M. Restino and C. Platenik asked the board why A. Panaccione was not reappointed with her experience and knowledge. A. Panaccione apologized for her comments made at a Finance Committee meeting about the Highway Surveyor and that it was nothing personal. She tries to work hard with her board and residents while staying within the guidelines of the Wetlands Protection Act and the laws, as well as with other departments within the town. She requested a one year appointment to see how she does after mention was made of her strong personality. A. Panaccione remarked that she works with the Highway Surveyor on other projects without issues and has her full boards support. The select board felt that public perception was important. Discussion was also brought up about the clerk and duties that weren't being accomplished in a timely manner.

(Haley) stated that this should be about principles not personalities.

Discussion was closed and will continue at the next meeting.

Conservation member request from Richard Bamberger:

R. Bamberger came before the board to explain that the reason he missed several Conservation meetings after he put in his request was due to work training and a planned vacation. He is still very interested in serving on the board and moving forward he would be able to plan for the meetings when he knows the dates. He has previously been on the ZBA for a 3 year term and volunteers in Veteran's homes. He collaborates very well with others and would have no problem learning quickly about the Wetland Protection Act. He is also very concerned about the environment and not destroying it.

Conservation member request from Gary Watts:

G. Watts lives on Hollow Road and is an avid hunter and fisherman. He wants to protect Wildlife and the environment. He works rotating shifts and would have the availability to serve on the board. He has also looked over the Wetlands Protection Acts. Hold: Both interested parties will also considered on the next agenda.

7:00 p.m. Public Access

Common Victualler License:

Robert Conrad who has organized the truck show to be held at Brimfield Winery on July 19th and 20th came before the board. The show will draw hundreds of people and large donations to the Doug Flutie Foundation for Autism Speaks.

Unfortunately the Common Victualler and BOH applications were not received until today even though this event has been in the works for months. This caterer will be the only food at the event.

Com Vic for Creedon & Co. @RC

Motion: by (Doyle) move to waive the deadline but not the fee. The board was concerned about allowing this when others had been denied for deadlines.

But agreed that these situations should be taken on a case by case basis. In view of the number of people who will attend the board felt this should be approved. Seconded by (Olszta), all in favor. (Haley) abstain.

Review & Action:

Trail Committee appointments:

Motion: by (Haley) move to appoint to the Trail Committee William Simonic, Dick Costa, Scott Gerrish, Tony Bys, Paul Adams and Richard Haller (Associate) until 6/30/2020, seconded by (Olszta), all in favor.

E-911 liaison (assigner of address number):

The board needs to finalize a person for the position of assigning address numbers. (Haley) commented that the Assessor's office has all the #'s, maps and square footage and has been doing this. (Olszta) added the importance of having this in place for emergencies. The duty will be assigned to the Shared Clerk position.

Training for Admin or another person to become Certified Purchasing Officer:

The Selectmen's Admin has been doing this job, however certification is necessary. The town will pay for training for the Admin.

Town emails:

The town currently has 40 email addresses at a cost of \$8 a piece that include Office 365. Not everyone needs Office 365 and the town could lower the cost to \$4 per

employee while still keeping Admins at \$8. This would allow the town more than double email addresses.

Veteran's agent:

No discussion

Highway – Bid award of Roadside Mower:

Only 1 bid was received for a roadside mower for the Highway Dept. as approved at the Annual Town Meeting. The bid for a John Deere 6420 tractor for \$35,000 was recommended and approved by the Highway Surveyor and Chief Procurement Officer.

Quotes for flooring in Town Hall and Annex:

Motion: by (Doyle) to move forward with quotes received for refinishing the floor in the Town Hall, another one for the offices in the Annex and a third for the hallway in the Annex, seconded by (Olszta), all in favor.

Brookfield Road Solar complaint:

Andi Hengen from Brookfield Road sent an email to the Selectmen regarding a large solar field under consideration in Warren. John Freeman, Krista Virchow and several Brookfield residents were also in attendance. The 95.4 acre solar field will be on the Warren Brimfield line and could potentially effect abutter's properties on Brookfield Road. There was uncertainty as to whether Sunpin Solar needed to even notify abutters. The next meeting will be July 10th at 7pm in Warren. (Shea) and (Olszta) will attempt to make this meeting. If properties in Brimfield are effected they could potentially ask for abatements from the town. David Cheney added that his property would be taking the bulk of water run off which could be devastating. Concerns were brought up about the effect on wildlife and any chemicals from the runoff. A letter to Senator Gobi and State Rep. Smola was given to the board.

Hitchcock crosswalk concern:

Residents near the Hitchcock Academy would like a follow up on the crosswalk issue. (Olszta) reported that Mass DOT has been working on several designs to help slow traffic in this intersection. Discussion of a mini roundabout or additional stop signs. MassDOT owns all of Rt. 20/Main Street. Follow up will be made with the Highway Surveyor, Police and Fire.

Meeting with MassDOT:

(Olszta) attended a meeting with MassDOT regarding the Rt. 20 stretch through Brimfield. Layout lines and no parking signs were discussed along with a right turn only lane in front of the Post Office. There is no parking allowed on either side of the street including in front of the Post Office, town common or Town Hall. MassDOT strongly suggested the town adopt this stretch of road in order to have

more control. At this point all temporary and permanent fences will have to be moved back. Part of the adoption process the town would be able to ask MassDOT for several things such as sidewalks, shared use paths, lighting and repaving. Doing this would also increase the amount of Chapter 90 funds the town would be eligible for.

S. Collins was concerned about what restrictions the town would adopt. She would like the Flea Market Advisory board to be included in discussions.

Police – Policies: Community Engagement Account:

Police would like an account in which funds received throughout the year could be used for educational classes for the officers.

Motion: by (Haley) move to approve creating a revolving Community Engagement account for the Police, seconded by (Doyle), all in favor.

New Business:

Library employees have asked to carry over unused vacation time. The board had questions about the amount and the town's policy for part time employees. Will get more information.

Office Matters:

Mail: None

The following items will be put on the next agenda.

Set priorities for Selectmen:

- a. establish "point people" and timelines for each item

Dept coordination:

- a. Setting different Selectmen as liaisons with other boards/committees
- b. Consider (alternatively) doing all boards meetings

Discussion of giving Admin a threshold for signing contracts between meetings:

- c. end of year stuff, etc. and clarify purchases for annual supplies without board discussion
- d. Discussion of individual Selectman approving outside of meetings

Adjourn

Motion: by (Doyle) move to adjourn at 8:36 p.m., seconded by (Haley), all in favor.

Upcoming Meetings:

August 5, 2019 6:30 p.m.

Respectfully Submitted:

Carol Camerota

Transcribed by: Carol Camerota

ACCEPTED: Michelle Green DATE: 7/22/19

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes from July 24, 2019
2. Common Victualler License
3. Bid for roadside mower
4. FY20 Chubb Policy for Fire and Police
5. Appointment requests
6. Flooring quotes
7. Brookfield Rd. solar email and letter
8. Hitchcock crosswalk email
9. Vacation carry over requests