

Town of Brimfield
Board of Selectmen
Town Hall, 21 Main Street
Meeting Minutes – April 30, 2018

Present: Chair; Michael Miller, member; Vice Chair; Harold Leaming, member;
member; Paul McCarthy, Paul Vandal, member; Michele-Lee Shea
Recording; Carol Camerota
Others: Marie Arsenault, Police Chief Kuss, Anna Ozolins; Website Committee;
Lynn Field and Pam Engberg, Town Clerk; Robert Sullivan, various residents, D.
Camerota

Cable recording: S. Costa
(Miller) call to order at 6:31 p.m.

Payroll & Warrants:

Signed by board.

Minutes:

Review and sign minutes of April 12 and 17, 2018.

Motion #18-171: by (Shea) move to accept minutes of April 12, 2018, seconded
by (McCarthy), (Leaming) abstain, all in favor.

Motion #18-172: by (Shea) move to accept minutes of April 17, 2018, seconded
by (Vandal), (Leaming) abstain, all in favor.

Review & Action:

Progress and contract for Lake Sherman weed control:

(Leaming) informed A. Ozolins that he would not be on the board for the new fiscal
year coming up in July. She wanted to know what other member on the board
would oversee this project. (McCarthy) has a conflict. A. Ozolins reported that
Solitude would continue to watch growth and rely on using herbicides as a mode of
action. (Leaming) thanked Ms. Ozolins and all her work on this project. This will
be an annual maintenance on the milfoil. Board needs to sign the contract.

Motion #18-173: by (Leaming) move to authorize the board to sign this year's
contract between the town and Solitude, seconded by (McCarthy), all in favor.

Waiver of Liability – Training for Fire Department:

Palmer paving has offered a property in town for the Fire Department to use for
training. It will not be burned but used for ladder placement and search and
rescue. The board needs to sign a waiver of liability. The town's insurance and
counsel have been contacted regarding authorization.

Motion #18-174: by (Miller) move to sign waiver for Palmer Paving for use of property for Fire training purposes, seconded by (McCarthy), all in favor.

Lynn Field – Website Committee:

L. Field gave the board an overview of My Town Government Vs Virtual Town Hall and posting of meetings. Discussion as to where the official posting should be. The website committee was in favor of it being on the website, however (Leaming) disagreed and wanted to see meetings still posted on the bulletin board outside the Annex for residents who did not go online. The committee recommended the Town Clerk be the administrator of My Town Government. The Virtual Town Hall calendar will link automatically to My Town Government. Postings will also go directly to the Town Clerk and reserve rooms. The process could be simplified by this program. Sullivan feels this process should be a mandatory policy and when department don't conform they are not complying with State regulations and the Town may be subject to fines. (Leaming) objects to fining within small towns. R. Sullivan pointed out that the town does not have a webmaster. Each board would be responsible for uploading their minutes and agendas. Some boards are not conforming to email retention or archiving at this point.

Motion #18-175: by (Miller) move to accept the website committee's recommendation to use My Town Government for posting agendas, meeting dates and minutes, seconded by (Shea), all in favor.

As soon as this is approved by the State then emails will be set up. A letter will be needed from the Select board stating that this will be an ongoing service. The board will be notified as to the target date.

Motion Amendment: by (Leaming) to have the original motion amended to keep the Annex bulletin board the main posting place, all in favor.

R. Sullivan will take responsibility for administering but not as webmaster.

Ballot question:

R. Sullivan had some concerns with Ballot question #1 on the Annual Town Warrant. He would like permission to call Town Counsel first to clarify that this must be passed at Town Meeting first. (Miller) asked him to check with the Treasurer-Collector first. The question did not have a dollar amount in it but the Warrant Article did. (Leaming) wanted to make sure the voters will be clear on what they are voting.

Discussion of Ballot question #2 summary.

Resident concerns about sidewalks and flags:

Kathy Mulready submitted concerns she and residents had about the condition of the sidewalks from the Cemetery to the lights and flag etiquette in town. (Miller)

responded, based on her letter contacted the Town Clerk about the flag. The flag was lowered and raised at the appropriate times. He also recommended she call the Highway Surveyor about the sidewalks.

Highway-Chapter 90 project request:

Motion #18-176: by (McCarthy) move to sign Chapter 90 project request for Crestwood Road and Forest Road, seconded by (Shea), all in favor.

National Grid pole petition process proposed change:

National Grid is trying to streamline the pole petition process. Any abutter issues would be addressed ahead of time before the final approval by the Selectmen in order to not have delays and rescheduled meetings.

Motion #18-177: by (Leaming) move to approve National Grid streamlining the pole hearing process with the town, seconded by (McCarthy), all in favor.

PVPC-Warrant for payment program administration-CDBG Weston:

(Leaming) to recuse himself.

Table until the end of meeting.

Quote for lighting for Annex cost savings:

Table lighting for discussion until FY19 budget begins.

Glass door requested for Cemetery/Highway office:

Board of Health is also requesting an office door with glass window. This would eliminate noise from the hallway but also not make the office look as though it was closed. Board felt these departments should use their own expense accts.

Table until FY19 budget begins.

Estimate for town hall floor cleaning:

Quote received from Best Pro Cleaning was for \$1,200. This would be for vacuuming and scrubbing the Town Hall foyer, Great Hall and stage before town meeting. The board felt this was very high. This is a difficult job for the Custodian with the only water source in the basement.

Motion #18-178: by (Miller) approve quote as described with the understanding that they move the chairs, seconded by (Leaming), all in favor.

Annual Common Victualler Licenses:

Motion #18-179: by (McCarthy) move to approve Annual Common Victualler Licenses for Faddy's, Mike Rittlinger, W. Hartford, CT and Traveling

Gourmet Catering, Stephen Renaud, Northborough, MA, seconded by (Vandal), all in favor.

Resignation of Building Dept. Clerk:

(Miller) would like to combine the Board of Health Clerk and Building Department Clerk positions. Select board members should attend the BOH meeting on May 1st. Building Commissioner and Select board member are in favor of this. Permit Pro program that costs the town \$9,000 should streamline the application process requiring less time.

Social Media policy:

(Miller) strongly suggests a working meeting to address this policy with the complete personnel policy.

Old Business:

Guidelines for use of Town Hall:

The board reviewed a draft of town hall use that was submitted by COA Director at a previous meeting. Additions to add would be making it for all town buildings and making sure the Town Clerk's office is off limits in the Town Hall.

Motion #180: by (McCarthy) move to accept town hall use policy with additions as listed above, seconded by (Leaming), all in favor.

New Business:

Municipal sale of 2002 truck:

Motion #181: by (Shea) move to accept the Municipal sale of the 2002 F250 power stroke for \$4,201, seconded by (Vandal), all in favor.

Public Access:

(Miller) announced that the majority of the board did not want the discussion of a Resource Officer under review and action on the agenda since it was under the authority of the Tantasqua School Committee. However (Leaming) asked to speak on this. The Board of Selectmen have no control over Tantasqua's decision. (Leaming) knowing that wanted to bring this to the people's attention. He reached out to Mike Valenzola, the chair of the School Committee. Mr. Valenzola said the committee and the Town of Sturbridge could not see eye to eye neither pro nor con. The committee will be reaching out to the Chief of Police in the 5 town regions. He also wanted the public to know it will be discussed relatively soon. An interview M. Valenzola gave can be viewed on the Sturbridge Community Facebook page which will provide some answers and encourage people to listen.

Officer Bob Campbell has been an officer for 21 years and a former resource officer. For Tantasqua and Southbridge. He informed the board that this position use to be

funded by a Grant and the logistics were never an issue. There was always good communication. He gave an overview of what the position was, stressing that it was a bridge between parents, students and administration when needed.

(Shea) attended the most recent School Committee meeting and was concerned as to why the Jr. High was left out of the discussion. Only the High School and Burgess were mentioned. Meetings are held every third Tuesday of every month except school vacation weeks in the Tantasqua Jr. High Library. Officer Campbell was based in the High School but would respond to the other schools when needed.

(Leaming) reiterated that he wanted to bring this subject to the public's attention and diffuse any misinformation. Tantasqua is the 3rd or 4th largest school district in the State. He fully supports the need for a resource officer.

D. Fagerstron of Paige Hill Road spoke to the board about the safety of the kids. No amount of money to take action should be put off.

Chief Kuss has been in discussion with Chief Ford of Sturbridge who presented a financial report every year since the grant ran out. Five towns will be looking for guidance. Mutual Aid agreements with all 5 towns are already in place.

(McCarthy) asked the Chief if any analysis or statistics of school shootings was used when deciding. Chief Kuss replied that the percentages were small but the hopes are to have an officer on site. But that should not be the primary goal of the officer. Interactions with students, teachers and parents are very important.

(McCarthy) clarified that the officer shouldn't be there for just safety.

The Chief then added that one officer generally handles multiple buildings and can also be shared with other towns. The presence in schools is so beneficial.

B. Campbell also noted that with social media and bullying sometimes kids don't feel they can talk to anyone. The officer would be helpful and this resource and education should begin in the Elementary School.

Officer Ryan thanked the board for allowing the discussion. The Elementary School has allowed him to come in and be a presence in the school. This also is a good deterrent. If you go by statistics you will be behind the curve. Safety shouldn't be the only reason for a resource officer.

(Shea) was pleased for the informed education about what a resource officer was.

Revisit PVPC warrant for payment:

Payment comes from PVPC and funds from Dept. of Housing and Community Development.

Motion #18-182: by (McCarthy) move to approve administrative warrant for PVPC – CDBG Weston, seconded by (Vandal), all in favor

Motion #18-183: by (Shea) move to adjourn at 8:36 p.m., seconded by (McCarthy), all in favor.

Upcoming Meetings:
Board of Selectmen
May 14, 2018 @ 6:30 p.m.

Respectfully Submitted:

Carol Camerota

Recording: Carol Camerota

ACCEPTED: *Michael Mulready* DATE: *5-14-18*

Documents Utilized for this meeting
MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of April 12 and 17, 2018
2. Warrant #4 administrative, DHCD Weston
3. Sherman Lake contract
4. Waiver of Liability for Fire Department training
5. Draft Ballot
6. K. Mulready complaint
7. Proposed change for pole petitions
8. Chapter 90 project request-Crestwood and Forest Rd.
9. Energy analysis for Annex lighting
10. Glass door request for Highway office
11. Best Pro cleaning estimate
12. Common Victualler licenses
13. Town Hall use
14. Municibid sale of F250 power stroke
15. Website Committee report