

Town of Brimfield  
Board of Selectmen  
Town Hall Annex – 21 Main Street  
Meeting Minutes – February 19, 2019

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

Others: Accountant; Marie Arsenault, Police Chief; Charles Kuss, COA; E. Pittsinger, D. Moriarty, J. Stearns, G. Adams, J. Riddle, D Girouard, S. Collins, L. Adams, Town Clerk; R. Sullivan

Cable recording: B. Datz

Call to order: 6:29 p.m.

By (McCarthy)

**Payroll & Warrants:**

Reviewed and signed by board members.

**Minutes:**

Board reviewed minutes of February 4, 2019.

**Motion:** by (Haley) move to accept minutes of February 4, 2019 as written, seconded by (Olszta), all in favor.

**Review & Action**

1. Bylaw changes, S. Collins:

S. Collins discussed with the Board Flea Market Bylaws pointing out that some of them were obsolete such as vendor permit cost and emergency services. R. Sullivan brought to the Boards attention that they “shall” appoint a Flea Market advisory board as written in the bylaws. It’s been years since there was one. It consisted of 3 flea market owners, Police Chief and Fire Chief. The Board will approach the Police and Fire Chiefs regarding this matter.

**Motion:** by (Haley) move to form a Flea Market Advisory committee, seconded by (Shea), all in favor.

When members are decided the Selectmen will appoint them.

2. Recap of Planning Board Hearing:

The Planning Board is trying to put together bylaws with the help from PVPC to establish guidelines the sale of marijuana. They have 2 more meetings before the ATM.

3. Recap of Tri Town Ambulance meeting:

A Tri Town meeting was held in Wales to discuss the financial condition of the Ambulance Service. Select boards, Fire Chiefs, a Rep. from Senator Gobi's office and various others were in attendance. The Ambulance service is struggling and currently in a deficit of \$-31,000. It would like to transition over to a town run Ambulance service also allowing for more Grant opportunities. The numbers are being looked at. Next meeting will be held March 6<sup>th</sup> at 6:30 p.m. in the Wales Sr. Center.

4. New website platform:

Virtual Town Hall will not be supported at its current platform by the end of 2018. Replacement will be an interactive, expandable tier. A cost of \$4,500 up front can be spread out over 3 years at \$1,500 per year. The board will notify Finance Committee of their support.

**Motion:** by (Haley) to approve moving forward with the new Civic Plus platform for the towns website, seconded by (Olszta), all in favor.

5. MMA Statewide essay contest for 8<sup>th</sup> graders:

**Motion:** by (Olszta) move to approve MMA essay contest for 8<sup>th</sup> graders, seconded by (Vandal), all in favor.

6. PVPC – Sign joint application authorization for Community Development:  
(McCarthy) signed the document needed for the FY19 CDBG.

7. MassDOT-Sign Chapter 90 Reimbursement Request (Lake Sherman roads):  
Reimbursement request for Chapter 90 was signed by the board.

Winter storm deficit:

Notice has been received from the Highway Surveyor that the Winter General account is now in deficit.

**Motion:** by (Olszta) acknowledging that the winter general account is now in deficit. If a signature is needed, one board member will sign, seconded by (Haley), all in favor.

8. Approve Calendar dates for future flea markets:

The following future flea market dates were accepted by the board.

2021 MAY 11 – 16, JULY 13 – 18, SEPTEMBER 7 - 12

2022 MAY 10 – 15, JULY 12 – 17, SEPTEMBER 6 – 11

2023 MAY 9 – 14, JULY 11 – 16, SEPTEMBER 5 - 10

9. Annual Licenses:

The Board has requested that J. Hopkins be invited to the next meeting to discuss the items left on his property after last September's show before renewing his licenses.

**Motion:** by (McCarthy) move to approve Special & One Day Liquor License for Auction Barn Innovations, R. Corriveau, 35 Main Street, seconded by (Vandal), all in favor.

Hold: Grand Trunk, J. Hopkins, 65 Palmer Road

**Motion:** by (McCarthy) move to approve Owner Operator Licenses for Collins Apple Barn, Suzanne Collins, 52 Palmer Road and Auction Barn Innovations, Rusty Corriveau, 35 Palmer Road, seconded by (Vandal), all in favor.

Hold: Grand Trunk, J. Hopkins, 65 Palmer Road

**Motion:** by (Shea) move to approve Common Victualler licenses for Del's Lemonade, B. Delucia, Cranston, RI, Sturtevant's, D. Sturtevant, 30 Main Street, Brimfield, To the Queen's Taste, D. Baker, Newton, MA and Auction Barn Innovations, R. Corriveau, 35 Main Street, seconded by (Olszta), all in favor.

**Motion:** by (Haley) move to approve B & B License for Elias Carter House, L. Myers, 8 N. Main Street, seconded by (Shea), all in favor.

Class II MV License:

Compass Auto Sales, LLC has submitted proof that they are up to date with the State. Board signed license.

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

James Sterns – Washington Road was in attendance but left. Chief Kuss spoke with him regarding MassDOT.

**Review & Action (cont):**

10. Police Chief: 2 benefited officer positions:

The Chief is requesting 2 officers that he applied for the part time benefited positions be appointed. Both are currently working for the department and interviewed with the Chief.

**Motion:** by (Haley) move to appoint Curtis Sampson and Ryan Olszta as part time benefited officers until June 30, 2019, seconded by (Vandal), all in favor. (Olszta) abstain.

### Police Budget:

Chief Kuss gave a brief overview of the FY19 and 20 budgets. 4 vehicles are currently on the 6 year rotation. \$1,000 will be added to the animal control line item for vehicle maintenance on the animal control vehicle.

2 new radios have been requested. Analogue will be phased out to digital by 2020-21 and will no longer work. The Chief would also like to add 1 hour to the weekday patrol hours and additional hours to Saturday and Sunday due to an increase in calls over the last 2 years. Providing as much service as possible to the residents is important.

August of this year will be the Chiefs 16<sup>th</sup> year with the town. He is the lowest paid Chief for all of the benchmarked towns. He is requesting his salary be more in line with other towns.

A request to raise the detail rate from \$45 to \$48 but not to change the flea market detail rate.

**Motion:** (Vandal) move to approve raising Police outside detail rate from \$45 to \$48 as of April 1<sup>st</sup>, seconded by (Shea), all in favor. (Olszta) abstain

### Email addresses for officers:

A request for 4 or 5 additional email addresses for officers. COA has 3 that are not being used. IT will handle this.

### Building Committee update:

Chief Kuss reported that the Building Committee is moving forward. His department will return to the Town Hall during construction. He will need storage for things that will not be needed temporarily and may purchase another pod. (McCarthy) expressed that IT would like to be included in discussions of the new space.

### Old Business:

#### 1. Fiber Connection:

Tantasqua has recommended the 3year agreement for Fiber but no more. Monthly cost would be \$479 for a 50M/50M band width which should be adequate. Could be up and running by late spring.

#### 2. Wales Food Pantry rep:

E. Pittsinger still has concerns for the bookkeeping at the Tri Town Food Pantry but added things are much better. She is stepping down as Brimfield's rep. PVPC is comfortable with how funds are being spent. The board agreed quarterly reports would be more helpful than monthly.

3.MVP Grant – Conservation:

Planning Board was not in support of this Grant.

**Motion:** by (Haley) move to support commitment for the Grant but not sign until more details are heard, seconded by (Olszta), all in favor.

Table until the board can speak with Highway and have A. Panaccione come to a meeting.

4.Review budget items for BOS:

Discussion of the telephone line item and what lines were still being paid for. Windows 7 will not be supported next year. Need to allow for computer maintenance. Possible discussion with Holland and Wales regarding Tri Town consolidation for servers.

5.Review Conservation's budget:

Conservation is requesting their Clerk/Agent hours be raised from 10 per week to 25. Finance Committees next meeting will be February 28 at 7:15 p.m.

C. Haley left meeting.

Sr. Center Lease:

The board continued previous discussion of the Sr. Center agreement with the Congregational Church. Changes include a rent increase of \$387.12 per month, totaling \$23,227.20 over 5 years to help pay for air conditioning.

G. Adams informed the board that the Church would be using investment account Funds for this project. Then providing the Sr. Center with a loan. No prevailing wage would be used because the Church is a nonprofit 503c. The Church would absorb the carpentry work and maintaining the system. The Church also does not currently charge for electricity, toilet paper or cleaning. J. Riddle voiced that rentals for that amount of space generally amount to at least \$1,000 a month and this rent is reasonable. There would be no obligation to pay the balance if the Sr. Center leaves before the 5 years is up. The board is more comfortable with a simple rent increase

6.Personnel Policy review:

Hold

7.BOS Annual Report:

(McCarthy) working on the report

**New Business:**

Town Hall: clean up stage area, dumpster and electrical update on building:

(Olszta) was very concerned about the appearance of the stage during the Annual Town Meeting and all the miscellaneous items left on it. The stage curtain is crumbling and should be taken down. He will be renting a dumpster and cleaning it up. All the electrical in the Town Hall should also be updated.

The furnace in the Annex needs to be replaced. (McCarthy) will look into the Greens Community Grant funds.

(Shea) reported to the board that she has a Warrant Article ready needed for the Commission on Disability to set up an advisory board. It needs 5 members and up to 9. This is another step to open up accessibility to grants.

**Motion:** by (McCarthy) move to accept the proposed Warrant for the ATM creating an advisory board for the Commission on Disabilities, supported by the COA and BOS, seconded by (Olszta), all in favor.

Community wide tag sale:

Town bylaw 2.3.2.8 is about not having a tag sale within 10 days prior to or after the flea market. Would this affect the Community wide tag sale? The bylaw is to prevent flea market field owners from selling during those times. This bylaw would not effect a community wide tag sale.

Door to door solicitation:

Chief Kuss explained that mobile sales are not allowed in Brimfield. Vendors can't sell door to door. Solar companies are essentially selling. Should the town allow this?

Brief discussion of a Warrant Article for sales tax on food.

**Office Matters: Mail**

**Adjourn**

**Motion:** by (McCarthy) move to adjourn at 9:03 p.m., seconded by (Shea), all in favor.

Upcoming Meetings:

**Board of Selectmen**

March 4, 2019 @ 6:30 p.m.

Respectfully Submitted:

*Carol Camerota*

Recording: Carol Camerota

ACCEPTED: Paul Kelly DATE: 3/4/19

Documents Utilized for this meeting  
**MATERIALS FOR BACKGROUND AND REFERENCE**

1. Minutes of January 22, 2019
2. Flea Market bylaw changes
3. Website upgrade
4. MMA essay for 8<sup>th</sup> graders
5. PVPC CDBG grant signature
6. MassDOT reimbursement
7. Calendar days for flea market
8. Annual Owner Operator License
9. Special & One day liquor License
10. Common Victualler License
11. B & B License
12. Police budget and 2 appointments
13. Fiber connection
14. MVP Grant
15. Warrant Article-Commission on Disability
16. BOS Budget