

Town of Brimfield  
Board of Selectmen  
Town Hall Annex – 21 Main Street  
Meeting Minutes – June 10, 2019

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

Others: Finance; Police Chief; Charles Kuss, Bldg. Commissioner; Casey Burlingame, Fire Chief; Brendan McCarthy, Town Clerk; Bob Sullivan

Cable recording: J. Bolte

**Call to order:**

6:34 p.m. by (McCarthy)

Waiting for (Shea) to join meeting. Welcome Mike Doyle as newest elected member of the Board.

Reorganization of the Board:

**Motion:** by (Haley) move to have (McCarthy) stay on as Chair, seconded by (Olszta), all in favor. (Shea) absent

**Motion:** by (Haley) move to also have (Shea) stay on as Vice Chair, seconded by (McCarthy), all in favor. (Shea) absent

**Payroll & Warrants:**

Signed by Board

**Minutes:** Review & approve minutes of May 28, 2019.

**Motion:** by (Haley) move to approve minutes of May 28, 2019, seconded by (Olszta), all in favor. (Shea) absent

**Review & Action:**

Appointments:

(Olszta) questioned the Flea Market Advisory Board and if it was an annual appointment and how the 7 members were determined. Past history will be researched.

**Motion:** by (Doyle) move to appoint Bob Datz as Public Access Coordinator until 6/30/2020, Tammy Martin as Public Access Clerk until 6/30/2020 and Hannah Martin, Skye Miller and Jason Bolte as Public Access Videographers until 6/30/2020, seconded by (Olszta), all in favor. (Shea) absent

**Motion:** by (McCarthy) move to appoint Eva Pittsinger as ADA Coordinator until 6/30/2020, seconded by (Olszta), all in favor. (Shea) absent

**Motion:** by (McCarthy) move to appoint Charles Kuss to Flea Market Advisory Board until 6/30/2020, seconded by (Doyle), all in favor. (Olszta) abstain (Shea) absent

**Motion:** by (Haley) move to appoint Jennifer Polesnak Custance and Sarah Reindeau Cultural Council until 6/30/22, seconded by (Olszta), all in favor. (Shea) absent.

(Doyle) would like to hold appointment for Angela Panaccione to Conservation Commission. (McCarthy) was concerned about her comments regarding the Highway Surveyor during a Fincom meeting.

**Motion:** by (Haley) move to take this appointment under consideration but postpone for now, seconded by (Olszta), all in favor. (Shea) absent

**Motion:** by (Olszta) move to appoint Harold Leaming as ZBA member until 6/30/22, seconded by (Doyle), all in favor. (Shea) absent

**Motion:** by (Haley) move to appoint Brendan McCarthy as Fire Chief until 6/30/2020, seconded by (Olszta), all in favor. (Shea) absent

**Motion:** by (Haley) move to appoint the following as Fire Department members until 6/30/2020, Donald Contois, Curtis Sampson, James Donovan, John Sherris, Seth Beall, Peter Szarlan, Zachary Lemieux, James Towne, Joe Doldorian, Mike Wales, Stephen Gauthier, Peter Whitten, Gordon Holstrom, Paul Vandal, Keith Lachapelle, Jacob Adams, Jim Madden, Min Pham, Tom Ogden, John Pollock, Fred Piechota, Mike Rutowski, Michael Gonyonor, seconded by (Doyle), all in favor. (Shea) absent

(McCarthy) would like to thank Paul Vandal for his service on the Select board. His participation was appreciated.

Building Commissioner: Clerk line item

C. Burlingame came before the board looking for clarification on the large commercial projects budget line item. (McCarthy) explained that Fincom based it on a formula for number of hours vs large scale projects. It was calculated as additional hours and not a percentage of permit fees.

Discussion of documenting additional hours worked on large scale projects for transparency. If the account is not adequate for this year, Fincom will adjust next year.

(Shea) in attendance at 6:55 p.m.

The Board questioned Burlingame about an email he sent on 5/10/19 for a complaint on St. Clair Road. The email was so the Board would know his side of the story if not resolved.

Shared Clerk:

Burlingame asked what the rate and hours would be for the Shared Clerk line item. Past minutes will be reviewed. The position needs to be posted after a job description is made. Each department can share and hopefully communicate about hours needed.

Town Clerk – Health Insurance for retirees:

B. Sullivan informed the board of the annual cost for insurance for Town employees. He is interested in the Fallon plan and is a retiree but not from Brimfield. The Town's Treasurer-Collector spoke with Fallon and this is only offered to Town employees who have retired from Brimfield. The least expensive plan is more than he would pay on Medicare. The Town does have a By law allowing 5 elected officials to be on the Town's Insurance if working more than 20 hours per week and old enough to qualify for Medicare. (Haley) would like to take this under advisement for a future meeting.

Parking violations:

Blackmer could not attend and would like to be on the June 24<sup>th</sup> agenda.

D. Francisco told her story to the Board regarding her parking violation during the May Flea Market. She tried to leave where she had pulled over and was given a citation anyway. Chief Kuss was willing to reduce her fine from \$50 to \$25.

**Motion:** by (Haley) move to reduce violation fine for Danielle Francisco during the May Flea Market from \$50 to \$25, seconded by (Doyle), all in favor.  
(Olszta) abstain (Shea) not in favor.

Kozlowski came before the Board and questioned what his citation was for because it was not marked. Chief Kuss explained that Prospect Hill Road where he was parked was overwhelmed that day. He will dismiss due to the violation not being clearly marked.

Aaron was not in attendance but the Board reviewed his appeal and photos. His violation was for parking at the Brimfield Elementary School where he said there were no signs defining it as no parking. The Board agreed that School property is only for school business or functions otherwise no one should be parking there. Appeal denied.

Panacy and Heller were both violations on Prospect Hill Road. Neither were in attendance and the Board denied appeals due to vehicles obstructing the right of way.

7:00 p.m. Public Access  
None

Review and approve FY20 Highway Bids for Bituminous Concrete, Reclamation, Various road materials, Equipment rental, Heating, fuel and boiler maintenance:

**Motion:** by (Haley) move to approve FY20 Highway bids as shown below based on recommendations by the Highway Surveyor, seconded by (Shea), all in favor.

<b>FY20 Bituminous Concrete-Type I</b>	<i>Palmer Paving</i>	<i>Mass Broken Stone</i>	
	<i>Palmer, MA</i>	<i>Berlin, MA</i>	
Pick up	\$70.00	\$70.00	
In Place	\$65.25	\$79.92	
		<b>Beyond 15mi radius</b>	

<b>FY20 Full Depth Reclamation with Calcium Chloride</b>	<i>Murray Paving</i>	<i>All States Asphalt</i>	<i>Garrity Asphalt</i>
	<i>Holliston, MA</i>	<i>Sunderland, MA</i>	<i>Bloomfield, CT</i>
	2.36 Sq.Yd. <i>See attached reason</i>	\$2.52 Sq.Yd.	\$3.85

<b>FY20 Various Road Materials</b>	<i>Ondrick Materials</i>	<i>Palmer Paving</i>	
	<i>Chicopee, MA</i>	<i>Palmer, MA</i>	
3/4" Washed Stone-per ton-delivered	\$18.50	No Bid	
3/4" Washed Stone-cubic yard-delivered	No Bid	No Bid	
1.5" Processed Gravel-ton-pick up	No Bid	No Bid	
1.5" Processed Gravel-cubic yd-pick up	No Bid	No Bid	
1.5" Processed Gravel-per ton-delivered	No Bid	No Bid	
1.5" Processed Gravel-cubic yd-delivered	No Bid	No Bid	
Hard pack-Gravel- ton-pick up	No Bid	\$9.50	
Hard pack-Gravel-cubic yd-pick up	No Bid	No Bid	

Hard pack-Gravel-per ton-delivered	\$9.25	No Bid	
Hard pack-Gravel-cubic yd-delivered	No Bid	No Bid	

<b>FY20 Heating Oil, Diesel, Gasoline, and Boiler Maintenance</b>	<i>Radio Oil Co., Inc.</i> <i>Worcester, MA</i>	<i>Fountain \$ Sons</i> <i>Warren, MA</i>	
#2 Heating Oil per gal. (over rack price)		\$0.1050	
Pre.Ult.L.Sulfur Diesel (over rack price)		\$0.1050	
Ethanol Unleaded 87 Oct.Gas (over rack)	\$0.2300	No Bid	
Boiler Maintenance - Work Hrs.		\$120Hr	
Boiler Maintenance - Off Hrs.		\$160Hr	

<b>FY20 Equipment Rental w/ Operator</b>	<i>Fountain &amp; Sons</i> <i>Warren, MA</i>	<i>Pioppi Const.</i> <i>Southbridge, MA</i>	<i>Ed Search</i> <i>Brimfield, MA</i>
Backhoe 1.5 - 2 cy	\$150Hr / \$1200Day	\$165Hr / \$1320Day	No Bid
Excavator 5 to 10 ton	No Bid	\$180Hr / \$1440Day	No Bid
Excavator 10 to 15 ton	No Bid	\$200Hr / \$1600Day	No Bid
Excavator 15 to 20 ton	\$225Hr / \$1800Day	\$247Hr / \$1976Day	No Bid
Truck Tri-Axel 20 yd. cap	\$85Hr / \$680Day	\$90Hr / \$720Day	No Bid
10 Wheeler Dump Truck 17 yd.	\$85Hr / \$680Day	\$90Hr / \$720Day	No Bid
Bucket Truck w/o chipper	No Bid	No Bid	\$105Hr / \$840Day
Roadside Mower w/boom	No Bid	\$150Hr / \$1200Day	No Bid
.75 ton Pick up 4x4 w/ 8' or larger plow	No Bid	No Bid	No Bid
1 ton truck 4x4 w/8' or larger plow	No Bid	No Bid	No Bid
22 ton excavator w/ boom	No Bid	\$247Hr / 1976Day	No Bid
18 ton Grader w/ 14' moldboard	No Bid	\$247Hr / \$1976Day	No Bid
7 Ton Vibratory drum roller	No Bid	\$145Hr / \$1160Day	No Bid
12 Ton Vibratory drum roller	No Bid	\$150Hr / \$1200Day	No Bid

Request use of common for Stop Abuse Today:

**Motion:** by (McCarthy) move to approve use of common for Stop Abuse Today for October 6, 2019 for their annual walk, seconded by (Olszta), all in favor.

Request use of common Brimfield Community Partnership:

**Motion:** by (Haley) move to approve use of common for the Brimfield Community Partnership to hold a Civil War Reenactment, seconded by (Shea), all in favor. (Olszta) abstain

**Old Business:**

Grand Trunk-complaint:

An email complaint was received regarding the junk left behind at Grand Trunk, 65 Palmer Road after the May flea market. Past discussion took place with Mr. Hopkins about cleanup of his property before the market in May. (McCarthy) wanted the Flea Market Advisory Board to be aware of the issue. (Olszta) remarked that most fields take care of their properties and Grand Trunk now has 2 campers that were left behind. By laws are already in place and could his Owner Operator License be revoked.

Chief McCarthy questioned that some of the property where the debris is, is not owned by Grand Trunk and would this be considered conducting business without a permit. BJ Petrie from the Flea Market Advisory Board asked what defined junk and should the standards for the flea market be different than residential property. Minutes from meeting with Hopkins will be reviewed and he will be invited to attend the next meeting.

Cubles Drive #96 & #97 follow up:

No new information

Personnel Policy review

(Haley) would like board to review the latest changes she has made to the personnel policy before the next meeting.

**New Business:**

(Haley) mentioned the voicemail issue with S. Mansfield the Town's electrical Inspector. (McCarthy) agreed the Town needs an IT department.

(Doyle) would love to see the Board adopt different departments and distribute information to and from them. Discussion about how that would be possible. Concern over whether other boards are taking and filing minutes for their meetings.

(Olszta) reported about a PVPC meeting that he and (Shea) attended on Greenhouse gas initiative. A complete streets grant is available through MassDOT as well as a Safe Routes to School grant.

(Olszta) had to redo his disclosure which he read out loud.

**Motion:** by (Haley) move to accept disclosure from (Olszta) which will be on file with the Town Clerk, seconded by (Shea), all in favor.

Ethics test reminder:

All employees need to take and submit the Ethics test to their Administrators who will turn them into the Town Clerk.

Use of Town Hall:

Chief Kuss requests use of the Town Hall on June 22, 2019 from 10a.m. to 2p.m. for a Firearms Safety Course.

**Motion:** by (Haley) move to approve use of the Town Hall on 6/22/2019 for a Firearms Safety Course, seconded by (Doyle), all in favor.

Building Committee update:

Chief Kuss informed the Board that the orientation of the gas pumps at the new safety complex need to be re-engineered. The tanks will remain the same but the pumps just need to be moved in a different direction for better traffic flow. The cost will be \$6,900 plus addition charges which is still within the original budget study. The Board is ok with this.

Town Hall & Annex repairs:

The Board discussed the foundation of the Town Hall and maintenance issues that need to be addressed. (Doyle) suggested forming a subcommittee of the Building Committee. Crash bars need to be put in both buildings. Have the custodian come to the next meeting with a list of supplies needed. (Olszta) will look into the doors.

**Office Matters: Mail**

Upcoming Meetings:

July 8, 2019 6:30 p.m.

Respectfully Submitted:

*Carol Camerota*

Transcribed by: Carol Camerota

ACCEPTED: *Paul McGee* DATE: 6.24.19

Documents Utilized for this meeting

**MATERIALS FOR BACKGROUND AND REFERENCE**

1. Minutes from May 28, 2019
2. Appointments
3. Parking violations
4. Email complaint from Building Commissioner
5. Use of common-Stop Abuse Today
6. Use of common-Brimfield Community Partnership