

Town of Brimfield
Board of Selectmen
Town Hall Annex – 21 Main Street
Meeting Minutes – March 18, 2019

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

Others: Treasurer-Collector; Andrea Beaudry, Police Chief; Charles Kuss, Bob Conrad, Suzanne Collins, Rusty Corriveau, Billy Jean Pietre

Cable recording: J. Bolte

Call to order: 6:30 p.m.

Payroll & Warrants:

Signed by Board

Minutes:

None

Review & Action

Accountant -- Budget:

Error: Done at last meeting

Ron Weston and Representative from Ann Gobi's office

a. Discuss Flooding issue on Hollow Road

Need to reschedule, no show

George Adams-Spring Food Drive:

This food drive is done annually on the town common by the scouts.

Motion: by (Haley) move to approve food drive on the town common on April 13th from 8am to 12 noon and put up sandwich board ahead of date, seconded (Olszta), all in favor.

Bob Conrad-tractor trailer event @ Brimfield Winery 7/20/2019:

Event to take place at Brimfield Winery on July 20th. Mr. Conrad gave details to this event coming to Brimfield Winery. Over 300 trucks from as far away as Iowa and Canada will be coming to this event. Proceeds will go to the Doug Flutie foundation for Autism. Trucks will arrive Friday and set up. There will be a judged light show Friday night. Hours on Saturday will be from 8am to 5pm. The public is invited and there will also be a bounce house. Mr. Conrad requested an Officer for detail. He will contact Chief Kuss.

Motion: (Vandal) move to approve Tractor Trailer event at Brimfield Winery on July 20th from 8am to 5pm, seconded by (Olszta), all in favor.

Choose cover photo for Town Report:

Several photos were submitted by residents and Officer Olszta's aerial photos of the town. Board asked if cars could be photo shopped out. The Board liked all the photos but ultimately decided on the aerial shot of the Town Hall.

Motion: by (McCarthy) move to choose the aerial photo of the Town Hall, seconded by (Vandal), all in favor.

Sign Fallon Health Insurance:

Already approved by the Insurance Advisory Committee but needs the Chair's signature. Chair signed.

8:05 p.m. Public Access

None

Review Draft Warrant:

The Board reviewed the most recent draft as returned from Town Counsel. A place holder is in place for Marijuana Zoning. Animal Control Article needed to cover Mass General laws and frequent issues that arise in town. This gives the ACO the ability to correct issues. Changes reflect any animal, not just dogs and cats.

Because the town has adopted the Right to Farm this would also allow the Agricultural Commission the power to hear disputes.

The Warrant will also be put on the website ahead of the Town Meeting so residents can review. Any new Bylaws will need to have a public hearing.

R. Sullivan informed the Board that the Bylaw Committee reviews Articles at their meetings. Jr. High has an Article to get new windows.

Old Business:

Personnel Policy review:

(Haley) has reviewed the first 30 pages of the personnel policy and felt some decisions could be made. Part time employees – 35 hours? Chief Kuss clarified that it was under 36 hours are considered part time and 20 or more hours are eligible for benefits under fair labors act. Probationary period is 12 months. Discussion around time earned and vacation. Probationary period 1 year for Police. Standard. 6 months for others.

Pre-employment physicals, and holidays were also discussed.

Personnel files are in the Selectmen's office. Currently there is no personnel officer or human resources in charge and C. Camerota has concerns about it being done properly.

The Board would like to allow executive secretary the ability to handle and file for the personal. The board needs to appoint a personnel officer or board. Board discussed the possibility of sharing a town manager with Holland and Wales.

The town does have a contract with CompreCare for pre-employment physicals.

BOS Annual Report:

(McCarthy) will finalize the Selectmen's report for the annual town report.

New Business:

Commercial lease agreement with the Congregational Church. Concerns revolved around the rent. Finance wanted more clarity for exiting the lease. (McCarthy) made corrections for COA. Chair signed this most recent.

Chief Kuss wanted to submit 2 names for ACO who need to be appointed by the State. Nomination paperwork was forwarded to the Police. The town can decide how many they would like to nominate, there is no limit. The Director of Health will appoint. April 1st is the deadline.

Motion: by (McCarthy) move to allow the 2 appointed positions for ACO be recommended for appointment with the State, seconded by (Vandal), all in favor.

Building Committee update:

Contracts were signed and the start date was March 8th with 290 days to complete. Currently working on fazing. Some trees will be coming down. Heavy work will be done when School is on vacation. Making every consideration to not interrupt Rec sports held on the field. IT is moving forward as well in this project.

Boiler Annex:

Funding has been secured for the Annex boiler through the Greens Community grant funds at a total of \$9,500. Work will begin soon. (McCarthy) will look into rebates as suggested by (Vandal).

Ambulance:

Update on Ambulance meetings held by Tri town Selectmen, Fire and Police Chiefs. Looking at contracts from other towns. It is doubtful that everything will be done before the beginning of the new fiscal year. However a Warrant Article may go on the ATM to set up an account for funds just in case an agreement happens.

Public Access:

S. Collins needed clarification for Bylaws for the flea market Advisory Committee. Town Attorney suggested not eliminating the requirement for including their States Tax ID number. Mass General Laws receive those numbers as field owners. They

in turn provide these numbers to mass DOR. Looking for the board to support only having the promoters retain these numbers and not turning it in to the town. Also looking to increase the turn in time for vendor permit stubs from 3 days to 10 days. The name and address will still be provided to the town from vendors. The board is supportive of the 3 to 10 days. Open lines of communication will benefit the town and field owners. Many vendors still do not have email address and do not use computers. Permit Pro would prove valuable to everyone to expedite permits.

Motion: by (McCarthy) move to appoint Billy Jean Peitre and Lori Myers as obligated members residents to the Flea Market Advisory Committee, seconded by (Vandal), all in favor.

**Office Matters: Mail
Adjourn**

Motion: by (Shea) move to adjourn at 7:35 p.m., seconded by (Vandal), all in favor.

Upcoming Meetings:
April 1, 2019 6:35pm

Respectfully Submitted:

Carol Camerota

Transcribed by: Carol Camerota

ACCEPTED: *Paul McCoy* DATE: *April 1, 2019*

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Draft Warrant
2. Request for use of Common Boy Scout food drive