

Town of Brimfield  
Board of Selectmen  
Town Hall Annex – 21 Main Street  
Meeting Minutes – May 13, 2019

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

Others: Finance; M. Moloney, Cindy Powers, Carol Davin, Mike Miller, Angela Panaccione, David Girouard, Chris Comunale, Police Chief; Charles Kuss

Cable recording: J. Bolte

Call to order:  
6:30 p.m. by (McCarthy)

Payroll & Warrants:  
Minutes: Review & approve minutes of April 29, 2019

Motion: by (Shea) move to approve minutes of April 29, 2019, seconded by (Vandal), all in favor. (McCarthy) abstain

Review & Action:  
B. Caron – letter to Conservation:  
Hold

Lake Sherman – Solitude Agreement:  
Panaccione has worked with the residents on the NOI for Lake Sherman. Provisions for a traditional draw down due to the boards are not possible and agree that the recommended chemical treatment of the milfoil is the best option.

Motion: by (Haley) move to sign the Solitude Agreement for Lake Sherman for 2019, seconded by (Shea), all in favor. (McCarthy) abstain

Moderator appointment for balance of FY19:  
Dick Sieweck is unable to fulfill his duties as Moderator this year and Mitch Frazier has withdrawn his request to be considered for Moderator at the upcoming Annual Town Meeting.  
Mike Miller would like to be considered since he has 20 years' experience as Moderator including 9 years in Sturbridge and over 10 in Brimfield. He has also served 7 years on the Board of Directors for MA Moderators Association.  
Angela Panaccione does not have any Moderator experience but has 18 years of grief and conflict resolution experience. She can present the bylaws in an unbiased and accurate manner.

**Motion:** by (Haley) to fill the position for 2019. Discussion by the board..  
((Vandal) move to appoint Mike Miller as Moderator until 6/30/19, seconded  
by (Olszta), all in favor. (Haley) abstain

Sign letter for Building Commissioner re: Public Safety inspection fees

M. Miller informed the board that there is no permit for the Public Safety project yet. Board signed a letter restating that the Selectmen waived inspection fees for town projects back in October of 2018. The Treasurer will also sign. The board was in agreement as long as they do not exceed \$5,000 and copies of the signed orders will be on the following Selectmen's agenda.

Miller also asked the board to allow the 2 building committee Co-Chairs to sign change orders for the municipal contract since the Selectmen only meet every 2 weeks.

**Motion:** by (Haley) move to allow the 2 Co-Chairs of the Building Committee to authorize change order up to \$5,000 and to notify Selectmen of such, seconded by (Vandal), all in favor.

B. Caron -- letter to Conservation:

Panaccione wanted to speak to the letter that was copied to the Selectmen from Brian Caron. After contacting Ethics she has recused herself and filed a full disclosure. Conservation agreed to request bids from 3 other consultants including Graves but they were strictly civil and not environmental. The Board decided to go with SWAC because they were the only company they heard back from. She will be looking at the construction storm water for wetlands protection acts. It is normal to request payment in 10 days for these projects. Mr. Caron can appeal Conservation's decision. Any money that is not spent by the consultant will be returned to Mr. Caron. Ms. Panaccione does not believe she has a conflict and will remain unbiased. Caution was advised by the board that if the process runs smoothly by itself then maybe she should recuse herself. Panaccione disagreed.

Sr. Tax work off – Carol Davin for Gardener:

C. Powers introduced Carol Davin as interested in a Sr. worker spot at gardener.

**Motion:** by (Olszta) move to approve Carol Davin as a Sr. worker gardener, seconded by (Vandal), all in favor.

M. Moloney-Finance – FY20 Budget review, computer upgrades, Ambulance:

Discussion with the board regarding no increase for the Board of Assessors or Selectmen stipend. These stipends are already more than most towns. A vote was taken in 2017 for the Electrical Inspector to be paid a percentage of large scale projects. The board questioned the \$25,000 line item for the BOH agent and how

that was paid. The budget was reviewed and amounts that exceeded 2% increase were explained.

The enterprise Article to set up the Ambulance fund was reviewed. Budgeted amounts for Holland and Wales will need to be in the Article and accounted for a healthy Ambulance department. The Town should not take over this non-profit without an agreement. Full time paramedics and firefighters will be available as opposed to on call. Some members of the board were cautious with supporting but know it's needed. The transition needs to be made. Holland and Wales are in agreement as well as the Finance Committee. The motion should be run by Town Counsel.

33 Champeaux Rd. letter received re: well issue:

Chris Comunale owner of 33 Champeaux Road came to the board with his complaint about the well installed at his home. He questioned the procedure for well installation with the BOH and Building dept. His water was sampled 3 times and shows coliform bacteria. The original permit was pulled by Barre Well however Roland Blake installed the well himself. No well completion report was on file. The board advised him to contact the Town's veteran's agent and Todd Smola for advice on correcting the issue with Roland Blake since he is a Veteran. The certificate of occupancy was signed as having clean water. BOH and Building should consider what requirements and sign offs are necessary so this does not happen again.

Animal Inspector nomination:

Town Counsel has confirmed that the Selectmen are the nominating authority for the Animal Inspector. Rabies and barn inspection duties however can be separated. The BOH can nominate someone but the BOS appoints. L. Lesor is requesting interest in the ACO position. Currently there is no ACO position posted by the Police dept. L. Lesor can be nominated as barn inspector only. The ACO (Animal Control Officer) can handle rabies quarantine under supervision of the Police dept.

Appointment:

**Motion:** by (Olszta) move to appoint Debra Fagerstrom to Board of Registrars until June 30, 2022, seconded by (Vandal), all in favor.

Sign Bond papers for Treasurer-Collector and Town Clerk:

The board signed bond papers for Treasurer-Collector and Town Clerk

License Approvals:

**Motion:** by (Haley) move to approve Common Victualler licenses for Deno's Concessions, D. Elliott, Northampton, MA, Faddy's, M. Rittlinger, Windsor Locks, CT, Hearthstone Market, L. Petrillo, Fiskdale, MA,

Westview Farms & Creamery, K. Parent, Monson, MA, Angry Skillet, B. Johnson, Vernon, CT, Greekin' Out, S. Turker, Glastonbury, CT and First Congregational Church, Brimfield, seconded by (Olszta), all in favor.

**Motion:** by (McCarthy) move to approve an Early Sales Permit for Vincent Trant, Jr. at Hertan's for May and July, seconded bny (Olszta), all in favor.

**Old Business:**

Personnel Policy review:

Table

**New Business:**

Annual Town Meeting location:

Discussion by the board and agreed to hold Annual Town Meeting in the Town Hall.

**Office Matters: Mail**

Letter from Flea Market Advisory Board was read and a reminder letter of Memorial Day ceremonies on town common, 5/26 at 2:00 p.m.

(Haley) reported that she received a verbal estimate for replacement of the windows in the town hall for \$30,000 to \$60,000. She would like this to be considered and paid for from the Building Repair account.

(Olszta) reported that the custodian is in need of more extensive supplies in order to maintain the Town Hall. The only water source is located in the basement which makes cleaning any of the upper 2 levels difficult.

**Motion:** to adjourn to Executive Session: M.G.L. c.30A, Sec. 21(a) #3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares and adjourn meeting from there. Licensing at 9:05 p.m.

(McCarthy)-Yes    (Shea)-Yes    (Vandal)-Yes    (Olszta)-Yes    (Haley)-Yes

**Upcoming Meetings:**

May 20, 2019 6:00p.m., 23 Main Street

Annual Town Meeting 7:00 p.m., 21 Main Street

Respectfully Submitted:

*Carol Camerota*

Transcribed by: Carol Camerota

ACCEPTED: Paul M. [Signature] DATE: 5/28/19

Documents Utilized for this meeting

**MATERIALS FOR BACKGROUND AND REFERENCE**

1. Minutes from April 29, 2019
2. Lake Sherman Solitude Agreement
3. Letter re: Building inspection permit fees for municipal
4. Moderator appointment
5. B. Caron letter
6. Budget
7. Bonds for Treasurer-Collector and Town Clerk
8. 33 Champeaux Road
9. L. Lessor letter of request for ACO
10. Sr. Worker-C. Davin
11. Appointment-D. Fagerstrom
12. Common Victualler Licenses
13. Early Sales Permit
14. Flea Market Advisory Board letter
15. Memorial Day letter