

Town of Brimfield
Board of Selectmen
Town Hall, 21 Main Street
Meeting Minutes – May 29, 2018

Present: Chair; Michael Miller, member; member; Paul McCarthy, Paul Vandal, member; Michele-Lee Shea, Recording; Carol Camerota
Others: Building Commissioner; Casey Burlingame, Ginger Buteau, Fire Chief; Brendan McCarthy, Finance; Mike Moloney and Mike Doyle, Officer Ryan Olszta, Katie Koprowski, Mike DeFalco, Police Chief Kuss and D. Camerota.

Cable recording: S. Costa
(Miller) call to order at 6:33 p.m.
(McCarthy) will arrive later. Some items will be held until then.

Payroll and Warrants:
Signed by board.

Minutes:
Review and approve minutes of May 14, 2018

Motion #18-185: by (Shea) move to accept minutes of May 14, 2018, seconded by (Vandal), all in favor.

Review & Action:

Resignation and temporary appointment to EM Shelter Director:

(Miller) asked B. McCarthy if he would temporarily take the position of Emergency Management Shelter Director replacing Charlotte Corry who recently resigned. He will and during that time will contact Wanda O'Connor the Director to find a replacement. The Shelter Director is responsible for overseeing supplies as well as volunteers.

Motion #18-186: by (Shea) move to appoint Fire Chief Brendan McCarthy as temporary Shelter Director, seconded by (Vandal), all in favor.

Sign change order for additional carpentry work on Annex:

The Chair signed a change order for some carpentry work done outside the Annex ramp by A Team for \$75. The rotted railing going up the stairs next to the ramp will also be replaced.

Use of common – Sr. Center picnic:

The board was ok with the Sr. Center using the common on June 29th for their picnic from 9am to 1pm.

Building Commissioner: clerk applicant recommendation:

C. Burlingame came before the board with Ginger Buteau one of the applicants for the clerk position in the building department. He interviewed 6 applicants for this position. Ginger came highly recommended and is also the building department clerk in Holland so she is familiar with municipal procedures.

Motion #18-187: by (Shea) move to hire Ginger Bueteau as the Building Department clerk, seconded by (Vandal), all in favor.

Burlingame was asked about an email complaint from Pia Rogers regarding Holland Road and zoning issues. One Stop and other residents have unregistered vehicles on their properties. Burlingame said the Selectmen have jurisdiction over that. The board will look for guidance. (Miller) read the email. Burlingame will look further into the complaint.

(Miller) recess meeting at 6:48 p.m.

Returned at 6:49 p.m.

Appointment of M. DeFalco:

Motion #18-188: by (Shea) move to appoint Mike DeFalco to Historical Commission replacing Carolyn Haley until June 30, 2018, seconded by (Vandal), all in favor.

Finance Committee members -- discuss budget:

(Miller) asked Finance what the earliest date they could have their final figures for town meeting. Final numbers were not seen by BOS until right before Town Meeting. He suggested looking into moving the Annual Town Meeting to the second week in June with the elections. By statute the Annual Town Meeting has to be between February and June. (Moloney) agreed that it would help to move the date. The Warrant has always been the best estimate and there has never been a year without changes. (Miller) asked if 3 weeks would change anything. If the final numbers were published on line 3 weeks prior to the ATM then residents could see them ahead of time. He also wants to know how the Accountant would feel about the date change. Finance discussed these numbers and the 2% increases during their last 3 meetings.

Doyle reviewed criteria used for benchmarking using population, median household income, surrounding towns, etc. They looked at stipends, salaried positions and hourly positions. Recommendations would be given to department heads for review. Future benchmarking would be more proactive, include a personnel board and have firm job descriptions and roles.

Insurance rates would be reviewed and format should mirror the account numbers. He then explained the chart showing communities similar to Brimfield with regional school systems.

Chief Kuss came to many of their meetings and gave input. This data will be shared with towns that responded.

(McCarthy) joined the meeting.

Fire Chief – salary discussion:

Chief McCarthy apologized for his outburst at the ATM regarding his salary. He should have been more upfront previously when discussing his request.

(Miller) was in support of the added hours. He will get less money per hour but an increase in hours from 16 to 20.

Motion #18-189: by (Miller) move to approve the Fire Chief position be raised from 16 hours to 20 hours.

McCarthy wanted to clarify that this should be the position not the person and this will help future Chiefs to not play catch up.

All in favor.

Police Chief - general discussion re: detail hours:

The Chief gave handouts were given to the board explaining 2% increase along with previously reviewed numbers discussed in November. Discussion of officer duties and holiday time.

(McCarthy) would like to have a future discussion of what the ultimate goal would be and coverage needed. The town should be safe but the questions should be asked.

The Chief informed the board that while doing the benchmarking Brimfield was still behind the curve compared to other towns who collect more in taxes but are able to pay more for their police. Most towns in the Commonwealth have full time officers. The base starting point of a full time officer should be 1 not 0. Much of the money that should be allocated on the officers is bled off to other things such as court, training, etc. The increase would help offset these costs.

Chief Kuss apologized to the board that he was not clear enough before with his explanation. Phase II is to expand a few more hours and Phase III can be done in pieces.

(McCarthy) agreed that the town should have a master plan with continuity.

Discussion of full time officers and insurance. (Miller) reminded everyone that the approval of any full time officers had to come from the Selectmen.

Officer Olszta commented about the difficulty in restricting hours while at a crime scene, accident or burglary. The residents deserve continuity.

Chief Kuss reminded the board that the hours are hard to manage and overtime is not paid. Schedules are made out a month in advance. Trying to calculate every month is next to impossible but adjustments can be made. Having 2 officers in the station would help bring continuity to the department for follow up on calls to residents.

The board did not want these hours to be open ended and suggested 24 hours per week.

Motion #18-190: by (Shea) move to approve two (2) benefitted officers at 24 hours per week, seconded by (McCarthy) to be posted in house before in public and within budget approved at ATM, all in favor.

Old Business:

Green Community Grant work will begin at Elementary School soon.

Trant discussion with MaDEP continues.

IT checkup happening next week.

(Miller) authorized C. Camerota to sign off on new phone system.

New Business:

Chair signed payment form for Thames River Grant

(McCarthy) requested a railing on the stairs both sides of stage in Great Hall.

Public Access:

(Miller) commented on the full board being attached on social media. He did not deny D. Panaccione a volunteer position.

Executive Session language clarification. This is to discuss security at flea market.

Motion #18-191: by (Miller) move to enter into Executive Session at 8:26 p.m. M.G.L. c.30A, Sec. 21(a) #4 To discuss the deployment of or strategy regarding security personnel or devices, e.g., a sting operation and adjourn meeting from there. (Miller)-yes (McCarthy)-yes (Shea)-yes (Vandal)-no

Upcoming Meetings:

Board of Selectmen

June 11, 2018 @ 6:30 p.m.

Respectfully Submitted:



Recording: Carol Camerota

ACCEPTED: Pamela G. Buteau DATE: 6-11-2018

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of May 14, 2018
2. Resume G. Buteau
3. Request use of common
4. A Team change order
5. Thames River Grant payment form
6. Police Chief documents