

Town of Brimfield
Board of Selectmen
Town Hall Annex – 21 Main Street
Meeting Minutes – (Tuesday) November 13, 2018

Present: Chair; Paul McCarthy, Vice Chair; Michele-Lee Shea, member; Ryan Olszta; member; Paul Vandal, member; Carolyn Haley
Recording: Admin; Carol Camerota,
Others: Accountant; Marie Arsenault, Treasurer-Collector; Andrea Beaudry, Police Chief Kuss, David Eisenthal, Town Clerk; Robert Sullivan

Cable recording: Jason Bolte
(McCarthy) called to order at 6:31 p.m.

Payroll & Warrants:
Reviewed and signed by board.

Minutes:
Review and approve minutes of October 29, 2018:

Motion #18-271: by (Haley) move to approve minutes of October 29, 2018 as written, seconded by (Shea), all in favor. (McCarthy) abstain

Review & Action

Accountant, Treasurer-Collector & Town Clerk:

Financial Advisor: David Eisenthal, signing of municipal note (Safety Complex Borrowing)

Signatures are needed on the note for short term borrowing from the Selectmen and Town Clerk. Eisenthal explained that the first short term borrowing of \$250,000 for the new public safety complex needed to be signed now. In February there will be another borrowing of \$125,000 and the balance in November of 2019.

Chubb Police & Fire Policy:

The board did not add any additional increases to the Police and Fire Policy.

Police – Tazer policy:

(Olszta) briefly explained the Electrical Policy to the board. Having Tazers will give additional control at a minimal risk even to people with heart conditions. Training is set for December 1st. Officers will be required to take all classes. The board inquired about public training since the state of MA allows anyone to purchase a Taser.

Use of Town Hall:

Friends of the Senior Center would like use of the Town Hall on June 7, 2019 for a dance. Time will be 5-9 p.m.

Motion #18-272: by (Haley) move to approve use of the Town Hall for a dance on June 7, 2019, seconded by (Olszta), all in favor.

Use of Common:

Brimfield Community Partnership would like use of the Common for the Second Annual Easter Carnival on Saturday April 13, 2019 and on Saturday September 28, 2019 for the Second Annual Harvest Festival.

Motion #18-273: by (Haley) move to approve use of the Town Common for the second Annual Easter Carnival on Saturday April 13, 2019 and on Saturday September 28, 2019 for the Second Annual Harvest Festival, seconded by (Vandal), all in favor. (Olszta) abstain

New Business:

Tree lighting & Santa and use of Town Hall:

The annual tree lighting will be Sunday, December 2nd on the Town Common beginning at 4:30 p.m. The Brimfield Community Partnership is requesting use of the Town Hall on the same day for a Christmas Celebration. This will include vendors and crafts for kids from 2 to 5 p.m.

Motion #18-274: by (Shea) move to approve use of the Town Hall on December 2nd for the Brimfield Community Partnership for a Christmas Celebration from 2 to 5 p.m., seconded by (Vandal), all in favor. (Olszta) abstain

Old Business:

Personnel Policy review:

No new update

IT update and Assessors GIS data:

House numbering generally happens through the Assessor's office. The board was in agreement that one person should be in charge of the numbering for E911 purposes once a Certificate of Occupancy has been issued. Request a representative from the Assessors, Fire and Building be at the next meeting to discuss.

COA has been also having wifi and printer issues. Everything needs to be unplugged everyday causing more problems. VOI phone work but 2 lines can't be put on hold. They have requested to be taken off the town's server in order to go back to their previous system. P. Burke is willing to give IT support.

BOA new computer has not been hooked up to the server since June. The tax rate needs to be set with DOR soon and IT needs help ASAP. The town's current condition of Servers, firewall, etc being brought up to date would be exorbitant in cost. (McCarthy) will coordinate a meeting with IT and P. Burke.

BOS meeting dates:

(Haley) suggested the board meet on the 1st and 3rd Mondays of the month. Payroll needing to be signed every 2 weeks would be an issue. Hold and revisit.

ACO job description:

(Olszta) gave an overview of how salary range would be decided for the Animal Control Officer. Taking an average of calls as well as categorizing how they were handled. 216 hours per year x an hourly rate. Having 2 individuals hired would also allow for sufficient backup. Dispatch can rotate the calls.

Chief Kuss supported having 2 individuals but possibly rotating one week on and one week off. Training will also be necessary. Hold to next agenda.

New Business:

(Shea) would like the board to consider a Warrant Article again for local meal tax. This Article was defeated in 2010, however the town could use the revenue.

The board would like a By Law Committee Rep to attend the next meeting to give them an update of procedure.

A Classification hearing will be on the next agenda of November 26th with the BOA at 6:15 p.m. Discussion of solar and split tax rate. The BOA will be looking into that next year. For such a small community such as Brimfield, a single tax rate is the best option.

H. Leaming inquired about use of the Town Hall for information meetings with DPS involving crumbling foundations. Date to be determined. Board is fine with request.

Office Matters:

Flea Market field owner application packet review:

Board discussed compliance with By Laws, vendor permits, raising fees and the process of permitting. A meeting in February again with field owners will be scheduled.

Public Access:

None

Motion #18-275: by (Olszta) move to adjourn at 8:09 p.m. and enter into **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. R. Conley case, seconded by (Haley), all in favor. Roll call as follows:
(McCarthy)-Yes (Shea)-Yes (Vandal)-Yes (Olszta)-Yes (Haley)-Yes

Upcoming Meetings:

Board of Selectmen

November 26, 2018 @ 6:15 p.m.

Respectfully Submitted:

Carol Camerota

Recording: Carol Camerota

ACCEPTED: *Paul McNelly* DATE: *11-26-2018*

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Minutes of October 29, 2018
1. Chubb Police & Fire Policy
2. Police – Tazer policy
3. ACO job description
4. use of the Town Hall, Friends of Sr. Center
5. use of the Common Brimfield Community Partnership
6. Tree lighting
7. Field owner flea market packet