Town of Brimfield

Board of Selectmen

Town Hall, 21 Main Street

Meeting Minutes – October 2, 2017

Present: Chair; Michael Miller, Vice Chair; Harold Leaming, member; Paul McCarthy, member; Paul Vandal, member; Michele-Lee Shea, recording; Carol Camerota

Others: Police Chief Kuss, Fire Chief; McCarthy; Accountant; Marie Arsenault, Paul Bouchard

Cable recording: Bob Datz, Josh Bolte

(Miller) called to order at 7:00 p.m.

Police Department Appointment:

Chief Kuss introduced Paul Bouchard to the board and gave a brief overview of his career history including law enforcement and retired corrections. The Chief highly recommends Paul and reminded the audience that this new hire will not be an addition to the budget. The department has one officer currently overseas and another just left to work in another town.

**Motion #18-049:** by (Leaming) move to appoint Paul Bouchard to the position of Patrol Officer for the Police Department, seconded by (McCarthy), all in favor.

**Payroll & Warrants:**

Signed by the board.

Signing of payroll:

M. Arsenault explained to the board that they can have one designated member to sign the payroll. (Miller) and (Leaming) agreed that the board is elected and all should see the warrants and payroll. A timeline from the Accountant was reviewed showing the cut off time for submission at 2pm on Tuesdays in order to receive payroll on Wednesday. Discussion of holidays and availability of a quorum coming in to sign.

The board reviewed documents pertaining to free cash that was approved on 9/11/17 by DOR. Generally speaking, it was a good year but slightly under last year.

Accountant will be working with the Assessors for the tax recap and would like to know how the board would like to sign. The single tax rate and LA5 is what the board votes on. (Miller) would like the Assessors to come to the next meeting to get a better understanding of the procedure.

**Minutes:**

CDBG Grant funds:

Table (Leaming) would like to discuss CDBG recapture of funds for approval at the next meeting.

**Review & Action:**

Pay for Emergency Management personnel -Flea Market:

Fire Chief McCarthy approached the board to continue conversations about the Emergency Management Director and the possibility of her being paid for time worked during the flea market. The board questioned if he knew what rate would be used, regular or flea market. McCarthy said this would only be part time and at the $16.xx rate used for the Fire Department. One option would be to make the position part of the Fire Department. Discussion will continue at a future meeting. Board supported Sept. pay for the Emergency Management Director at the flea market rate to be paid from the flea market account.

Green Communities:

(Miller) signed Fuel Efficient Vehicles letter.

Right of First Refusal-Wayne Stuart property:

(Miller) read letter addressed to Joanne Stuart.

**Motion 18-050:** by (McCarthy) The Board of Selectmen move not to exercise their right of first refusal, having no interest beyond the roll aback taxes in the subject land shown on Assessor’s map 2A-E-8 Tower Hill Road, seconded by (Leaming), all in favor.

Special Permitting Authority:

The board discussed and offered support to a bylaw change for the special permitting authority moved from Zoning Board of Appeals to the Planning Board. (Leaming) will draft the Warrant Article.

Carmen-Regarding use of Common for professional photos:

No show. The board agreed that use of the town common for taking pictures was fine.

**Old Business:**

Annex:

A small amount of electrical work needs to be done on the back of the Annex in order to finish it off. With more inclement weather coming the board agreed that Dymon Builders should just call an electrician rather than wait for Tantasqua students. Dymon also already took care of the items on the A-team (painters) estimate #1094.

Appointed list:

(Shea) will be working on how to get the information out to the public.

Personnel Policy:

Table

**Public Access:**

None

**New Business:**

Trunk or Treat scheduled for October 28th:

Chief Kuss discussed the dates and times for Trunk or Treat and Trick or Treat.

**Motion #18-051:** by (McCarthy) move to accept Trunk or Treat to be held at the Elementary School. Oct. 28th beginning at 6:00 p.m. and Trick or Treat to be held on Oct. 31st from 4:30p.m. to 7:30p.m., seconded by (Vandal), all in favor.

Highway-private ways to be plowed:

A list of private ways that have been inspected by the Highway Surveyor and are in adequate condition to plow and sand as are listed.

First Street

Second Street

Third Street

Sixth Street

Gov. Fairbanks

Common drive off East Hill

Horseshoe on Haynes Hill

Backside of Lake Sherman

Common drive off Monson Road

Rock Salt Bid:

The Chair signed the signature page of the bid results from Hampden Wilbraham Regional School District Rock Salt bid. Award of untreated rock went to Eastern Minerals for $52.52 per ton and treated to Mid-American Salt for $69.49 per ton.

Ambulance Contract:

**Motion #18-052:** by (McCarthy) move to sign the Ambulance contract for 10 years, seconded by (Leaming), all in favor.

**Motion #18-053:** by (Leaming) move to adjourn at 8:01 p.m., seconded by (McCarthy), all in favor.

Upcoming Meetings:

Board of Selectmen

October 16, 2017 @ 7:00 p.m.

Respectfully Submitted:

Recording: Carol Camerota

ACCEPTED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Appointment: Paul Bouchard
2. Free cash and date timeline for payroll
3. Right of first refusal – Stuart
4. A Team email
5. Trunk or Treat dates
6. Private roads to plow
7. Rock salt bid
8. Ambulance Contract