

Town of Brimfield
Board of Selectmen
Town Hall, 21 Main Street
Meeting Minutes – September 5, 2017

Present: Chair; Michael Miller, Vice Chair; Harold Leaming, member; Paul McCarthy, member; Paul Vandal, absent-member; Michele-Lee Shea, recording; Carol Camerota,
Others: Police Chief Kuss, COA; Eva Pittsinger, Sue Jones
Cable recording: Bob Datz

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

Old Business:

Use of Town Hall:

(Miller) received calls from flea market vendors as well as residents regarding items sold for profit at the Retro Fair this past weekend in the Town Hall. The board had objections to vendors selling right before the flea market and on town property. The event was put on by the Friends of the Sr. Center in order to raise funds. S. Jones informed the board that vendors did pay for space to sell their goods and the money went to the Friends of the Sr. Center. E. Pittsinger said there was a misunderstanding about what the retro fair was and having it so close to the flea market. The Friends of the Sr. Center were unaware of needing vendor permits. Their spaces were rented and this was not nonprofit.

S. Jones added that there were also no policies and procedures in place for use of the town hall. The board discussed using town owned property for profit and compared events held at Tantasqua and the carnival on the common. S. Jones offered to volunteer for the town to help draft policies and procedures.

E. Pittsinger thanked the Friends and said they had been amazing with their efforts to raise money. ** Underlined amendments from 9-18-2017 meeting.*

Payroll & Warrants:

Signed by board. The next agenda will have discussion with Treasurer/Collector and Accountant regarding electronic signatures and obtaining signatures during holiday weeks.

(Miller) expressed he did not feel there was a need for the “request for leave” form. (Leaming) asked if it was in the personnel policy. Table until 9/18/17 meeting.

Minutes: Review and sign open and executive minutes of August 21, 2017.

Correction: M. Shea was absent for those meetings.

Motion #18-033: by (Leaming) move to accept open minutes of August 21, 2017 as amended, seconded by (McCarthy), all in favor. (Shea) abstain

Motion #18-034: by (McCarthy) move to accept executive minutes of August 21, 2017 as amended and refrain from the public at this time, seconded by (Leaming), all in favor. (Shea) abstain

Review & Action:

Grant notice for CDBG-Hollowbrook Farm:

(Leaming) abstained from any discussions. Board reviewed letter from Sherman and Frydryk and DHCD regarding Grant money and septic repair at the Weston property. No action.

Appointments:

Motion #18-035: by (McCarthy) move to reappoint Sarah Komssi and Sarah Riendeau to Cultural Council until June 30, 2020.

Motion #18-036: by (Leaming) move to appoint Stephen Phifer to Historical Commission until June 30, 2020, seconded by (Shea), all in favor.

The board agreed that anyone who is on multiple boards should not be required to come before the board for appointment.

Common Victualler:

Motion #18-037: by (Leaming) move to approve an Annual Common Victualler for James Lamothe, Cook's Farm Orchard, 106 Haynes Hill Rd, seconded by (Shea), all in favor.

Old Business:

Review Green Communities-Fuel efficient vehicle policy:

(McCarthy) Fire, Police and Highway were notified of the review of this policy. Most of those vehicles would be exempt.

Motion #18-038: by (McCarthy) move to sign the Fuel efficient vehicle policy if Fire, Police and Highway are in favor, seconded by (Leaming), all in favor.

Dam at Lake Sherman:

(Leaming) reported to the board that he is working with Anna Ozolins and an engineer for repair of the dam at Lake Sherman. He will report back as soon as he gets more information.

New Business:

(Shea) questioned the Chief about early selling on Monday before the flea market began. The Chief replied that he had 6 officers on that day. Vendors are reminded no to sell before Tuesday. Some fields comply and some don't. Parking lots are not

regulated and have become a sizeable business to property owners. And even though they are private property and not regulated the police are required to respond to calls. (Miller) suggested a meeting this fall with the By law Committee and another meeting after with field owners and residents of the parking lots.

Rt. 20 Project:

(Miller) would like to remind residents that the Rt. 20 reconfiguring is a MassDOT project, not a Brimfield project. He thanked DOT for stopping work during the September flea market week. Comments were also made about drivers being disrespectful to the police.

Annex repairs:

Concrete has been poured in the Annex basement as well as drywall going down the stairs. New windows will be installed as well. Due to necessary repairs added there will be additional cost to the approved contract amount. Dymon also submitted a list of suggested areas that should be addressed in the basement for storage. The board was pleased with the work already done and comfortable with approving additional items. A change order was already approved at the last meeting for \$1,500.

Motion #18-039: by (Leaming) move to increase contract amount to cover additional items by \$2,658, seconded by (McCarthy), all in favor.

Motion #18-040: by (Leaming) move to approve additional estimate not to exceed \$7,100, seconded by (Miller), all in favor.

Question regarding special & one day licenses:

The local licensing authority can only approve a beer and wine license for special & one day licenses. All alcohol can only be approved for nonprofit.

Special Town Meeting:

The board did not feel there was any need to have a special town meeting this year before the town's annual meeting in May.

Parking ticket:

A letter was received regarding a ticket issued at the May flea market. The board took no action. Discussion of training classes for any future hearings officer.

Personnel Policy:

The personnel policy needs to be reviewed. Suggested changes will be emailed to the board and discussion will be put on the Oct. 2nd meeting.

Minor discussion of closet space in Annex conference room and its use for storage and media equipment.

Pods:

The remaining rented pods are almost empty and ready for removal.

Money raised for victims of hurricane Harvey:

(Vandal) wanted to thank the kids that set up a lemonade stand to raise money for hurricane Harvey victims. To date they have raised \$2,050.

Public Access:

None

Motion #18-041: by (Miller) move to adjourn from open session at 8:22 p.m., seconded by (Leaming), all in favor.

Upcoming Meetings:

Board of Selectmen

September 18, 2017 @ 7:00 p.m.

Respectfully Submitted:

Carol Camerota

Recording: Carol Camerota

ACCEPTED: *Michael Miller* DATE: *9-18-17*

Documents Utilized for this meeting

MATERIALS FOR BACKGROUND AND REFERENCE

1. Meeting minutes of August 21, 2017
2. Suggested policy & procedures for use of town hall
3. Letters from DHCD and Sherman & Frydryk
4. Appointment letters
5. Common victualler license
6. Request for leave form
7. Dymon estimates for work at the Annex
8. Regulations for special & one day licenses
9. Parking ticket letter