

January 14, 2013

**BOARD OF SELECTMEN
MINUTES
JANUARY 14, 2013**

Present: Thomas Creamer, Chairman
Priscilla Gimas
Mary Blanchard
Mary Dowling
Mary Redetzke
Shaun Suhoski, Town Administrator

The Chairman called the meeting to order at 7:03 p.m. following the Pledge of Allegiance.

Department Head Reports

Curt Meskus, Building Inspector, reviewed his report with the Board.

Police Chief Thomas Ford reviewed his report with the Board.

Fire Chief Leonard Senecal reviewed his report with the Board. He also reviewed his final report for calendar year 2012, and discussed the open burn season.

Snow and Ice Deficit Spending

S. Suhoski introduced a request from the DPW Director seeking authorization for deficit spending.

MOTION: That the Board of Selectmen authorize deficit spending to a maximum of \$55,000 as detailed in the memorandum from DPW Director Greg Morse dated January 14, 2013, by M. Blanchard.
2nd: M. Redetzke
Vote: Four in favor; P. Gimas absent

MMA Voting Delegate

S. Suhoski said that Selectman Blanchard will attend the Mass. Municipal Association conference. He noted that she has been the designated voting delegate for the Town of Sturbridge in the past.

MOTION: That the Board of Selectmen designate Selectman Mary Blanchard as the Town's official voting delegate at the MMA Annual Business Meeting, by T. Creamer.
2nd: M. Redetzke
Vote: Four in favor; P. Gimas absent.

Sturbridge Pre-disaster Mitigation Plan

Chief Ford submitted for the Board's endorsement the Disaster Mitigation Plan as prepared by the Central Mass. Regional Planning Commission.

The Chief advised that FEMA has provided approval of the draft plan (this was done on a regional basis by CMRPC) and that the Board's acceptance is needed to be eligible for grant programs to address conditions noted.

It was the consensus of the Board to vote at the January 22nd meeting.

Public Hearing Scheduled – Charter Communications Contract Renewal

S. Suhoski informed the Board that as a pre-cursor to negotiations for a successor contract with Charter Communications, the Cable Advisory Committee has scheduled a Public Hearing on February 26th at 6:00 p.m. at Town Hall.

The CAC has agreed to fully participate and assist in this negotiation; however, S. Suhoski wanted to understand what role the Board would like to have, and if there are a couple of key priorities, as the Board will be the final signatory to any agreement.

T. Creamer said that he would like to obtain a report from the CAC prior to the public hearing.

P. Gimas arrived at the meeting at 7:30 p.m. T. Creamer thanked P. Gimas for organizing the Vigil for the Sandy Hook victims.

Public Hearing: FY13 Community Development Block Grant Program

S. Suhoski informed the Board that the Town's consultant, Pioneer Valley Planning Commission, has developed a proposed regional CDBG application with the town of Brookfield to fund a package WWTF at the Sturbridge Retirement Co-operative Corp., a complementary housing rehabilitation program, and engineering and design for infrastructure improvements in the town of Brookfield. The budget is proposed as follows:

Proposed FY2013 Program Budget:

Housing Rehabilitation

Housing Rehabilitation (10 MH units; 3 SF units)	\$117,500
Program Delivery	\$ 35,500
Subtotal	\$153,000

SRCC WWTF Project

Construction	\$620,000
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Program Delivery	\$ 30,000
Subtotal	\$650,000
Brookfield Engineering and Design Project	
Engineering/Design	\$ 43,150
Program Delivery	\$ 3,850
Subtotal	\$ 47,000
Administration	
Subtotal	<u>\$ 50,000</u>
TOTAL	<u>\$900,000</u>

M. Blanchard read the legal ad into the record. T. Creamer noted that there was standing room only attendance in Veterans' Hall for this agenda item. He asked the camera operator to pan the room and commented on the excellent turnout from the community.

S. Suhoski said that Jim Mazik is the Associate Director of the Pioneer Valley Planning Commission, and has been leading the efforts as the consultant in writing the grant application. He said that the Community Development Advisory Committee, which is comprised of residents of the town, has met and approved the grant application, and seeks the Board's approval.

Jim Mazik requested that everyone present sign the sign-in sheet, which will be submitted to the state. He introduced Rudy Heller, Selectman from the Town of Brookfield and Bruce Clark, Water Superintendent and Chairman of their Community Development Advisory Committee.

J. Mazik said that the grant application is being re-submitted as a regional application, with some different approaches in the presentation. He requested a letter from the Sturbridge Board of Selectmen. T. Creamer said that the Board had previously authorized participation in this process, and the Town Administrator will provide the letter.

J. Mazik noted that there was a summary sheet which describes the program activities and budget allocation, along with two suggested motions for the Board's consideration. He said that this is a \$900,000 joint application which includes \$620,000 for the Sturbridge Retirement Cooperative Corporation's wastewater treatment facility project. He said that a joint application allows for an additional \$100,000 which will be used by Brookfield; Sturbridge will retain \$800,000. He noted that this approach makes the regional application more competitive.

J. Mazik reviewed the descriptions of the Sturbridge Housing Rehabilitation Program, the SRCC WWTF Project and the Brookfield Engineering and Design Project. He said

that they had extended an outreach for more community involvement. He noted that there is town-wide support for this application, which is due on February 15, 2013.

J. Mazik said that there is only \$2.7 million in funding available statewide, with about 10-15 applications filed, making it very competitive. Out of that, only three or four applications will be funded. He suggested contacting our senator and state representative to get their assistance in having this application funded.

M. Dowling commented that the large number of signatures on the petition is extremely impressive, and is a good effort on everyone's part. T. Creamer said that 674 signatures is almost double the number of attendees at Annual Town Meeting. He thanked the people who had done the work on it.

M. Dowling noted that in the application the Sturbridge target area is very specific, while the Brookfield target area is listed as "town-wide." J. Mazik said that if a town's population is over 5,000 it is necessary to indicate a specific target area; if the population is under 5,000 it is not necessary.

T. Creamer asked whether Brookfield is getting as much benefit out of this proposal as Sturbridge. Bruce Clark said that Brookfield has applied before and been turned down, so they need every point they can get. Applying jointly with Sturbridge gives them one or two points on the application. T. Creamer asked if it was fair to say that despite what appears to be a significant imbalance in overall funding, the value is weighed by the points gained. Rudy Heller said that it is need based, and Brookfield's demographics assist Sturbridge, while Sturbridge helps Brookfield to achieve success.

T. Creamer called for input from the public. No one responded. He asked whether everyone in the room was comfortable and happy with the direction that the Town is proceeding on their behalf. The crowd answered "yes" in unison.

S. Suhoski requested that people contact the state representative and senator. He noted that the room was full of supporters, and asked that someone articulate why the wastewater treatment plant is needed.

Mary Berry, Manager of SRCC appeared before the Board. She explained that Title 5 code had been changed, so that no one can discharge into the ground more than 10,000 gallons of untreated wastewater. DEP discovered that the flows at the SRCC are well above that, and issued a consent order. She noted that it is a code violation, and they need the grant to fund the project.

T. Creamer said that it is an enormous financial undertaking that is well above the purview of the SRCC, which consists of retired people on fixed incomes.

J. Mazik stressed the need to have the people present sign the sign-in sheet. Mary Berry noted that people should contact their senator and state representative after the application has been sent in, during the 2nd week of February. She offered to provide

everyone with contact phone numbers and email addresses. T. Creamer added that the Board of Selectmen will send letters also.

Sandra Cole, 147 Pine Avenue, asked when they could expect to hear back from the state, after the application has been submitted. J. Mazik said that realistically they could hear back by the end of the summer.

MOTION: To close the public hearing, by M. Blanchard.
2nd: P. Gimas
Vote: All in favor.

MOTION: That the Board of Selectmen hereby authorizes submission of the proposed FY 2013 Sturbridge-Brookfield Community Development Fund II grant application to the Massachusetts Department of Housing and Community Development in an amount not to exceed \$900,000 as detailed in the Public Hearing and to include funding for a proposed waste water treatment facility at the Sturbridge Retirement Cooperative Corporation (SRCC) mobile home park, engineering and design plans for infrastructure improvements in Brookfield and funding for a housing rehabilitation program for SRCC and Brookfield residents, by M. Blanchard.
2nd: M. Redetzke
Vote: Four in favor; P. Gimas abstained.

MOTION: That the Board of Selectmen authorize its Chairman to execute all required forms, documents and authorizations pertaining to the proposed FY 2013 Sturbridge Community Development Fund II grant application, by M. Blanchard.
2nd: M. Redetzke
Vote: Four in favor; P. Gimas abstained.

Burgess Irrigation

M. Dowling said that the school should be treated the same as other consumers of water. M. Blanchard said that the existing policy works. M. Redetzke said that the Town should be consistent and that the same policy be adhered to for the school. P. Gimas and T. Creamer agreed.

MOTION: That the water/sewer billing process remain consistent with policy for all customers, by M. Blanchard.
2nd: P. Gimas
Vote: All in favor.

Correspondence

M. Blanchard read the correspondence list into the record.

Other Matters

Following are brief updates on other pending matters.

- **Insurance Advisory Committee:** Additional progress has been made which I will advise the Board in tonight's Executive Session.
- **Riverlands Environmental:** Jason Barroso, the project engineer, will attend the January 22 meeting to provide an update to the Board and community on the work completed to date and remaining steps to reach close-out. I am awaiting a price proposal in advance of the meeting as the Town does not have a boundary survey in place.
- **Municipal Buildings:**
 - Library Roof – Paul Davis Restoration has completed repair of improperly installed flashing at the base of the skylight windows as well as a roof scupper that was leaking on the Main St. side of the building.
 - Public Safety Complex Flag Pole – All American Flagpoles was on site last week to prep the base and the flagpole is expected to be installed this week weather permitting.
 - 8 Brookfield Road – American Environmental, Inc. was on site and did not note any asbestos from a visual inspection. I contacted ATC on January 4 for a second opinion and my inquiry was re-routed to the proper individual. I sent a reminder today via email.
 - Sturbridge Nursery School – Due to the departure of Marty Goulet from LPA, I am outreaching to local architects to develop a specification for public bidding of repairs to the bathrooms.
 - Center Office Building Door – Lock-out Locksmith of Webster manages our controlled key system for Town Hall and COB. He is scheduled to review the work tomorrow and provide a quote.
- **Other Meetings / Miscellaneous:** Recently: attended Planning Board hearings re: solar zoning matters; attended Special Town Meeting; met with Finance Director re: capital planning and betterment programs; participated in teleconference with Recreation Director and Waterfield-Crow regarding contract to complete Town Barn field design; met with Police Chief re: personnel matters; met with Fire Chief re: personnel matters; attended Personnel Committee meeting.

Recreational Trails Master Plan Steering Committee

M. Blanchard noted that the Board had received a letter from the Recreational Trails Master Plan Steering Committee that their work was complete.

MOTION: **That the Board of Selectmen dissolve the Recreational Trails Master Plan Steering Committee and thank them for their work and report, by M. Blanchard.**

2nd: P. Gimas
Vote: All in favor.

Community Services Youth Certificate of Appreciation Program

M. Dowling: Community service form increased to 20 hours of service as same standard as used by the National Honor Society.

MOTION: That the Board of Selectmen adopt the Community Services Youth Certificate of Appreciation Program as amended on January 14, 2013, by M. Dowling.

2nd: P. Gimas
Vote: All in favor.

Old Business

P. Gimas thanked Supt. Nosek, the middle school choral group, and the Police and Fire departments for their participation at the Sandy Hook Vigil.

P. Gimas noted that the Finance Committee had approved the reserve fund transfer for the Fire Dept. review consultant.

T. Creamer thanked P. Gimas for an outstanding and moving memorial this evening and also Matt Dowling for his reading of a poem at the vigil.

New Business

P. Gimas asked when the Budget Meeting would be held. There was a general discussion concerning late February or early March. The consensus was that the Board was open to a March 2nd budget meeting.

M. Blanchard advised that streetlights on Rt. 20 are out near Sal's Pizza / Yankee Spirits and also before Cedar Street. S. Suhoski to ensure report to National Grid through DPW.

T. Creamer and the Board held a general discussion regarding minutes. M. Blanchard requested copies of minutes from 10/9/12, 10/15/12 and 11/5/12.

Ask the Selectmen/Citizens' Forum

Telephone caller "Ruth" asked when memorial service will be broadcast. S. Suhoski stated that it was recorded and that the production coordinator would re-broadcast. The schedule of shows is now available on the local cable bulletin board.

P. Gimas also thanked Chief Horn from Mendon for donating the use of a Navy bell for the Sandy Hook vigil.

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MOTION: To convene in executive session under MGL Chapter 30A, §18-25, Paragraph 3: To discuss strategy with respect to collective bargaining or litigation; not to reconvene in open session, by M. Blanchard.

2nd: P. Gimas

Roll call vote: P. Gimas in favor; T. Creamer in favor; M. Redetzke in favor; M. Dowling in favor; M. Blanchard in favor.

The Board convened in executive session at 9:45 p.m.

Respectfully submitted,

Judy Knowles

BOS Clerk

Date