

April 22, 2013

**BOARD OF SELECTMEN
MINUTES
APRIL 22, 2013**

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

The Chairman called the meeting to order at 6:30 p.m. following the Pledge of Allegiance.

Community Development Block Grant

S. Suhoski informed the Board that review and awards for the CDBG program applications are still ongoing. He submitted to them for consideration a final round of letters seeking support from both state legislators and Congressman Neal for the joint application of Sturbridge and Brookfield.

MOTION: That the Board of Selectmen endorse the support letters dated April 22, 2013 for the FY13 Community Development Block Grant application and forward same to Congressman Richard Neal, state Sen. Stephen Brewer and state Rep. Todd Smola, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Receipt of State Reimbursement for October 2011 Nor'easter

S. Suhoski informed the Board that on April 9th, the Town received a state reimbursement of \$158,591 for costs associated with the October 2011 Nor'easter. Thanks go out to Elissa Splaine at DPW, Melissa Rozzen in Chief Ford's office and to Barbara Barry, Finance Director, for timely compilation and filing of documentation to receive this reimbursement.

Gift of Land: 43 Old Mashapaug Road

S. Suhoski reported that for the better part of a year, there has been staff and some board and committee discussion over the offer of a gift of land at 43 Old Mashapaug Road by Buddy Soper. On December 13, 2012, the Conservation Commission made a formal vote to accept the gift of 43 Old Mashapaug Road to be under the care, custody and control of the Conservation Commission.

Early in 2012 the Planning Board and Open Space Committee had voted support of same. After the hiring of Glenn Colburn in September 2012 the issue was brought

forward again, resulting in the December 2012 formal vote of the Commission. The Board was apprised of this by S. Suhoski's email dated December 10, 2012. At that time there was an open question concerning a drainage culvert, and whether any work was required prior to acceptance.

On March 20, 2013, the Conservation Agent wrote that the culvert was not an impediment to acquiring the land, and at this time the Town should move forward.

Gifts of land to Conservation Commissions are expressly allowed under statute subject to approval of the Board of Selectmen and S. Suhoski plans to bring this forward on the April 29th meeting agenda for formal action.

Other Matters: Following are brief updates on other pending matters.

- **Riverlands Environmental (*updated 4/20*)**: An article seeking CPA funds in the amount of \$28,060 for additional environmental testing has been approved by the CPAC and BOS for the June 3rd Annual Town Meeting. The proposal is for work required to clear the Riverlands parcels (140+ acres) from MassDEP environmental oversight through an Activity Use Limitation (AUL).
- **Municipal Buildings:**
 - ***Library Roof (updated 4/18)*** – The Capital Planning Committee has recommended that design and engineering costs for replacing the skylight system be approved by Annual Town Meeting.
 - ***Center Office Building Front Door (updated 4/20)*** – The original vendor has not completed the project and a quote is being sought from the locksmith that manages work for the Public Safety Complex.
 - ***Town Hall (updated 4/20)*** – American Alarm has completed testing of burglar alarm monitoring. S. Suhoski is pursuing quotes for remote “panic alarms” that would be operated through the existing alarm panels at Town Hall and the Center Office Building from Alarm Works, which was the initial vendor.
 - ***Town Barn Roof (4/20)*** – Paul Davis Restoration has completed repair of the 20' x 20' section of membrane roof damaged during the wind and rain storm of January 30th. The DPW Director confirms that the underlayment was also addressed and this item is closed. This item was funded through insurance.
 - ***8 Brookfield Road (no change)*** – Joe Bolduc of ATC/Cardno inspected the boiler room on January 18th. S. Suhoski sent a reminder to Mr. Bolduc two weeks ago. Previously, American Environmental, Inc. reviewed the area and did not note any asbestos from a visual inspection.

- **Other Meetings / Miscellaneous:** Other items include: several meetings with Capital Planning and Betterment committees; conducted ground rules session with SEIU / DPW union; met with Town Planner, MOBD and private developer regarding potential hotel project and zoning proposal; met with historic preservation consultants re: North Cemetery project; extensive meeting with Blue Wave Capital and Town Counsel re: net metering credit agreement; attended Burgess School Building Committee; various meetings with Fire Chief and Captain regarding operational improvements; attended Central Mass. South Chamber of Commerce legislative luncheon with general consul of Canada; attended Land Use Division meeting; convened meeting with Police Chief, Fire Chief, DPW Director, MEMA and Emergency Operation Plan consultant to outline plan development and discuss grant funding opportunities through CMRPC; participated in Finance Committee meeting; met with Board's chairman; reviewed various business license applications as ZEO.

Draft Annual Town Meeting Warrant

S. Suhoski submitted to the Board a revised draft of the ATM warrant that included the Board's actions through April 16th. The draft warrant had been provided to the Finance Committee. From S. Suhoski's view there were seven articles that required final action by the Board, plus one potential article from Executive Session:

- Article 7: FY14 Budget (placed)
- Article 14: Revolving Funds (approved as written, but, additional BOH request o/s)
- Article 16: Betterment (Betterment Committee's final recommendation attached together with Chairman's submittal)
- Article 17: Capital (Capital Plan Committee's final recommendation attached)
- Article 19: Stabilization Fund (placed, but, may depend upon XS item)
- Article 20: Tax Rate Relief (placed)
- Article 23: Net Metering Energy Agreements (placed; EAC meeting 4/24/13)

T. Creamer reviewed the items that the Betterment Committee had included. He noted the following modifications for consideration by the Board: Lines 1 and 2 were gone; 3 stays; 4 was for \$500; 5 was for \$500, with the other \$500 to the Fire Dept. line; 6 was \$5,000; 7 was \$500; 8 and 9 at 0; 10 at \$5,000; 11 was \$900; 12 was \$14,595; 13 through 19 stays; 20 was amended ; 21 through 26 remained as is; 27 at 0; 28 stays; 29 at \$2,300; 30 through 32 stays; 33 gone; 34 at \$1,200; 35 gone; 36 stays; 37 was increased by \$2,500.

Article 16: Betterment Committee

MOTION: To place and support the amended betterment article to reflect only the items that the Board of Selectmen have put a dollar figure next to and supported, by T. Creamer.

2nd: M. Blanchard

Vote: All in favor.

Article 17: Capital Improvement Plan

MOTION: To place and support Article 17 sponsored by the Board of Selectmen, with a total of \$145,768, by T. Creamer.

2nd: P. Gimas

Vote: All in favor.

Board of Health Request for a Public Health Nurse

Alyssa Rusiecki, Board of Health Agent, and members of the Board of Health, Linda Cocalis, John Degnan and Daniel Chaput appeared before the Board.

S. Suhoski said that the Board of Health had requested an increase for a public health nurse. T. Creamer said that the Board had voted on the \$15,000, and the Board of Health is requesting another \$5,000.

Linda Cocalis said that the Board of Health had gone before the Finance Committee with their request. Alyssa Rusiecki said that they had spoken with the Government Services Study Committee and requested an in-house public health nurse to help with communicable disease follow-up, for between five to seven hours per week. She noted that they will ask for no further budgeting this year. She suggested transferring \$3,000 from their community health line item, and indicated that they will try to use their revolving account for the nurse.

T. Creamer noted that it is not a request for an increase from the taxpayers. He asked what it would mean to potential future costs, and whether it would establish a position that must be maintained going forward. S. Suhoski said that they are looking to subcontract out for this service. T. Creamer said that there has to be a mechanism for the Town Administrator to control it. He said that the Board could support this for one year as a trial period to see how it works.

Article 14: Revolving Funds

MOTION: To amend the previous vote on Article 14, to place and support it as amended, changing the Board of Health revolving fund to \$20,000 with language changes to include “engineering services” and “public health nurse,” after deleting “Title 5,” by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

L. Cocalis noted that the line item for Dog Inspector should be changed to Animal Inspector, and the Board of Health appoints the Animal Inspector, who is in charge of rabies issues. T. Creamer advised that it would be best for the request to be put in writing to the Town Administrator.

The Board took a 5-minute recess.

Draft Special Town Meeting Warrant

A copy of the warrant as closed by the Board on April 29th was distributed to the Selectmen's mailboxes. S. Suhoski submitted to the Board a revised draft of the ATM warrant that included the Board's actions through April 16th. The draft had also been provided to the Finance Committee. From S. Suhoski's view there were only two articles that required final action by the Board.

- Article 50: WWTP Costs (placed; maximum amount is \$488,000)
- Article 54: Civil Fingerprinting Bylaw (approved; confirm final list of licenses)

Article 53: Transfer of Funds – Sewer Dept. Costs

MOTION: To place and support Article 53 as amended, in the amount of \$488,556, by M. Blanchard.

2nd: P. Gimás

Vote: All in favor.

Article 54: Civil Fingerprinting Bylaw

MOTION: To reconsider the vote on Article 54, by T. Creamer.

2nd: P. Gimás

Vote: All in favor.

MOTION: To place and support Article 54, by T. Creamer.

2nd: M. Blanchard

Vote: All in favor.

Budget Discussion

The Town Administrator proposed a balanced budget of \$27.4 million that is funded within the limits of Proposition 2½ and showing a \$132,000 surplus. The Board had initiated its line-by-line recommendation utilizing the blue budget books.

The whole budget package funds all existing services, adds additional public safety capacity through a school resource officer and part-time emergency management coordinator, and through a full-time building inspector that will also coordinate facilities maintenance for the Town.

S. Suhoski said that this will surely result in longer-term savings and protection of taxpayer investments in town buildings all the while utilizing over \$400,000 towards taxpayer relief (\$300,000 in warrant articles plus surplus identified above not to be raised through taxation).

MOTION: That the Board will adjourn at 11:15, by M. Dowling

2nd: M. Blanchard

Vote: All in favor.

MOTION: To support the Burgess School budget, by M. Blanchard.

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

MOTION: To support the Tantasqua budget, by M. Blanchard.
2nd: P. Gimas
Vote: All in favor.

Mark Edmonds said that there were deficiencies on Breakneck Road, and the road needs to be re-graded.

T. Creamer said that there was a hold on Line 114 of the Line Item Budget that needed to be addressed by the Board.

MOTION: To support \$253,000 for road construction, by M. Blanchard.
2nd: M. Redetzke
Vote: All in favor.

T. Creamer said that the hold on Budget line item 118 could be released.

MOTION: That the Board not support the increase in wages for the Board of Health department head, by T. Creamer.
2nd: P. Gimas
Vote: Three in favor; M. Dowling opposed; M. Blanchard abstained.

S. Suhoski said that he would provide a number for Budget line item 124. There was a hold on the Public Accommodations Inspector.

T. Creamer said that Budget items 131 and 132 could be released. He asked the Board to put \$1,500 back into purchase of services for the Council on Aging until the Board knows for certain that the transportation funding for seniors has not been omitted, but is instead clearly itemized in a different line.

T. Creamer said that there should be a hold on line item 138. He noted that there are more and more seniors taking advantage of medical transportation, and that the Board needed to be sure their needs were being met.

MOTION: To adjourn, by M. Redetzke.
2nd: P. Gimas
Vote: All in favor.

The meeting was adjourned at 11:25 p.m.

Respectfully submitted,

Judy Knowles

April 22, 2013

BOS Clerk

Date