

**Town of Brookfield
Selectmen's Meeting
Town Hall, Banquet Room
Tuesday, May 8, 2012**

Mr. Heller called the meeting to order at 6:30 pm led the group in the Pledge of Allegiance. Other members present: Stephen J. Comtois II and Nicholas M. Thomo.

Camera Operator: Sharon Mahoney

Press: Jennifer Grybowski, Karen Trainor

Public: Barbara Wilson, Cindy Mundell, Michael Seery, John David Holdcraft, James Correia, Patricia White, Ron Couture, Kathleen Wild, Sheila Frangiamore, Jeanne Lytle

Note: Except for the reorganization of the Board, the minutes of this meeting reflect the order of the printed agenda NOT the order of the actual meeting.

Agenda:

1. RE-ORGANIZE BOARD

Mr. Heller, in his position of Vice Chairman of the former Board began the meeting and immediately following the Pledge of Allegiance, asked the Board to consider re-organizing the Board at this stage of the meeting; all agreed.

Chairman: Mr. Heller then nominated Mr. Comtois as Chairman and Mr. Thomo seconded; in the discussion, Mr. Heller said that he did not want the position although traditionally the position goes to the member with the shortest term; so voted. Mr. Comtois accepted the position.

Vice Chairman: Mr. Comtois asked for nominations for Vice Chairman and Mr. Heller nominated Mr. Thomo; Mr. Comtois seconded; so voted.

Clerk: Mr. Thomo nominated Mr. Heller; Mr. Comtois seconded; so voted.

APPROVAL OF WARRANTS:

Mr. Comtois entertained a motion to ratify the below listed warrants; Mr. Heller so moved; Mr. Thomo seconded; so voted.

RATIFY PAYROLL WARRANT for 5/1/12: \$168,228.74

APPROVE EXPENSE WARRANT for 5/8/12: \$26,786.11

APPROVAL OF SELECTMEN'S MINUTES:

Mr. Comtois entertained a motion to approve the Selectmen's minutes of April 3, April 10, April 19, April 24, April 26 and May 1, 2012; Mr. Heller so moved; Mr. Thomo seconded; so voted.

MONTHLY REPORTS & MINUTES OF OTHER DEPARTMENTS:

Mr. Heller moved to acknowledge receipt of the below-listed monthly reports and minutes; Mr. Thomo seconded; so voted.

- EMS: April 2012 (with 2 anniversary letters)
- Police: April 2012
- Fire: April 2012 (with 2 anniversary letters)
- Municipal Custodian: April 2012
- Recreation Committee: 4/3/12; 4/17/12
- Town Administrator Study Committee: 4/17/12
- Water Commissioners: Annual Drinking Water Quality Report for calendar year 2011

The anniversary letters had been drafted by the Administrative Assistant for Mr. Heller to sign as Vice Chairman; by motion of Mr. Thomo and second of Mr. Heller, authority was given to sign and send the letters. (EMT: Mr. Esser 1 year; Ms. Burns 10 years)(Fire: Mr. Rosario and Ms. Erskine each one year)

Mr. Thomo moved to send an additional letter of appreciation to Mr. O’Connell for his service on the Board of Selectmen; Mr. Heller seconded; so voted.

ANNOUNCEMENTS:

Chairman Comtois waived the reading of the announcements except for the notice of the MassDOT Public Hearing on Tuesday, May 15th at 7:00 pm in the Town Hall regarding the bridge construction over the Quaboag River (Fiskdale Road/Route 148) and the announcement of the bridge just over the Town Line on Quaboag Street/Shore Road in East Brookfield was due to be closed on Monday, May 14th until mid-November.

Public Access Period:

John David Holdcraft: Among Mr. Holdcraft’s comments was a question as to when “his” stump would be ground; Mr. Comtois will follow up.

James Correia: Mr. Correia asked the Board for clarification of the changes to the plans for the Quaboag River Bridge plans and said he wanted to make sure the Board understood the impact on his business both before and after the project construction. He also asked if the Town was prepared to move ahead with the project if there was approval of the voters at Annual Town Meeting.

2. REPORT OF TREASURER ON DEBT SERVICE – S. FRANGIAMORE

Ms. Sheila Frangiamore, Town Treasurer, was present and reported that she had contacted banks that the Town current uses and found that we could get rates of .25% to .50%. When Ms. Frangiamore asked the Board if they would like her to make a formal request for bond rates with the intent of consolidating debt service to a lower rate; Mr. Thomo so moved; Mr. Heller seconded; so voted.

3. **HEALTH BENEFITS - S. FRANGIAMORE**

Ms. Frangiamore said that all three of the local unions had decided upon the 2-tier plan design instead of the 3-tier and that does not change the bottom line of the proposed FY13 budget. She mentioned that the Chair of the Insurance Advisory Committee's recent letter to the Board should not be interpreted that we could not change insurance providers; he was referring to holding off joining the GIC for two years. It should be clear that the Town should shop for the best policy design. The teachers want a guarantee that the Town will not push for the one-plus-one design for two years; they want the current design for the next two years.

The Treasurer explained to the Board that she would like to investigate to find out if the one-plus-one design is discriminatory and could put the town into legal jeopardy and she will look into this with the Personnel Board on Thursday of this week and have a report for the Selectmen for their May 22nd agenda.

4. **BANISTER COMMON/MALL COMMITTEE PROJECT DISCUSSION – K. WILD**

Ms. Kathleen Wild, Chair of the Banister Common & Mall Committee (BC/M) was present to review the Committee's history and future plans so that the new Selectman would be aware. Mr. Ron Couture and Ms. Jeanne Lytle, members of the BC/M Committee were also present.

Ms. Wild reviewed the results of a survey taken at the 2011 Apple Country Fair that requested comments and suggestions from the residents (copy attached). She recommended that the Board contact MassDOT (State Department of Transportation) to inquire about a traffic pattern study of the intersection of Route 148 (River and Common Streets) with Route 9 giving specific attention to where the Mall is cut into two pieces (larger mall and the area at the end where the Knox Trail marker is and where the Brookfield Garden Club keeps planted with flowers). Mr. Couture, who is also Chairman of the local Historical Commission, explained that this area is the only other historic landscape left intact in Town other than the cemetery.

Mr. Heller moved to request of MassDOT that they initiate a traffic pattern study to make this area work better; Mr. Thomo seconded; so voted.

5. **APPOINTMENTS (CIPC) (SPECIAL MUNICIPAL EMPLOYEE – ASSESSORS)**

Mr. Heller moved to appoint Mr. Peter S. O'Connell as the Selectmen's representative to the Capital Improvement Planning Committee (CIPC) with a term to expire on June 30, 2013; Mr. Thomo seconded; so voted.

Ms. Neylon pointed out that as a result of the Annual Town Election there was now a need to make the Assessor position a “special municipal employee”. Mr. Heller moved that the Assessor position should be a Special Municipal Employee; Mr. Thomo seconded; so voted.

6. G.L. FINNEY BROWNFIELD PROJECT DISCUSSION

It was agreed that Ms. Neylon would contact the DEP to see if they would release the lien on this property should title revert to the Town through a tax taking. This matter will be addressed again at the May 22nd meeting.

7. PROJECTS PENDING FOR BoS & “POINT PERSON”/DEPARTMENT LIAISON DESIGNATIONS

This was passed over to the May 22nd agenda.

8. ANNUAL AND SPECIAL TOWN MEETING BUDGET AND ARTICLES

Annual Town Meeting: Ms. Neylon pointed out that the Advisory’s recommendation on Article 20 (maintenance of Lewis Field) was different from the Selectmen’s and asked them if they’d like to consider changing their comment or remove the article. The Selectmen had voted to support the article but the Advisory Committee did not but requested first a multi-phased plan be submitted first. Mr. Comtois entertained a motion to leave the article on but to recommend passing it over and that the Board’s comments match the Advisory Committee’s; Mr. Heller so moved; Mr. Thomo seconded; so voted. Ms. Neylon was asked to contact the Recreation Committee, advise them of the Board’s decision and request they begin working on the multi-phased plan.

Special Town Meeting: Votes to support all of these articles were oral and unanimous; motions made by Mr. Heller and seconded by Mr. Thomo.

Article 1: transfer \$83,127 from Free Cash to the Stabilization Account;

Article 2: transfer \$65 from available funds to pay late water bill for the Police;

Article 3: transfer from various fund sources to Stabilization to close out old accounts;

Article 4: transfer \$4,000 from Mill Street Brownfield Account to be used toward purchase of lawn mower and related equipment;

Article 5: transfer \$1,000 from available funds for purchase of fax machine and table top copier for Town Hall.

9. SOLAR PROJECT REPORT – R. HELLER

Mr. Heller had nothing new to report at this time.

10. LETTER OF AGREEMENT FOR MPPF APPLICATION – CEMETERY COMMISSIONERS - APPROVE

This letter of Agreement was from Martha Lyon for her work with the Cemetery Commissioners on a grant application; funds to be used to complete the repair of the arches at the Cemetery entrance. Mr. Thomo moved to approve the Letter of Agreement; Mr. Heller seconded; so voted.

11. SIGN CONTRACTS RHE AGREEMENT & FOR PROJECT DIRECTOR OF RHE COOP PROJECT

Ms. Neylon reminded the Board that at their April 26th meeting she had been directed to forward this information to Town Counsel; Counsel could not have recommendations ready for this meeting but promised them for the May 22nd meeting. Mr. Thomo moved to authorize the Chairman to sign the Inter-municipal Agreement and the agreement with the contract with Mr. Scanlan unless Counsel has changes; Mr. Heller seconded; so voted.

Correspondence:

12. FROM ISO re: BCEGS CLASSIFICATION IMPROVEMENT PLAN

Ms. Neylon will write to ISO after the June 8th Annual Town Meeting and inform them that the Town has voted to set aside training funds for the Inspectors. This will meet the deadline set by ISO.

13. FROM GUERRIERE & HALNON, INC. RE: SURVEY OF TOWN COMMON

This item was accidentally skipped over.

14. LETTER FROM CHAIR OF BY-LAW COMMITTEE REGARDING PROPOSED ARTICLES

Michael Seery, Cindy Mundell and Barbara Wilson, members of the By-Law Committee were in attendance to represent their Chair and to request the Selectmen's reconsideration of the five articles that they had previously requested be placed on the Annual Town Meeting Warrant. Each article was reviewed and the following action taken:

- 1) Mr. Thomo moved; Mr. Comtois seconded to re-open the warrant, have the Administrative Assistant send the new articles to Town Counsel and contact printer for agreement in change in receipt date; the opening of the warrant and placement of additional articles to take effect only if all can be accomplished by the 14th of May; so voted with Mr. Comtois and Mr. Thomo in favor and Mr. Heller opposing.

- 2) To mandate mailing warrants to each household: Voted to place on Warrant by motion of Mr. Thomo and second by Mr. Comtois; Mr. Heller voted against. Motion to support was by Mr. Thomo and second by Mr. Comtois; vote was Mr. Thomo for supporting and Mr. Comtois and Mr. Heller against supporting the article.
- 3) To incorporate state law relative to placing articles on town meeting warrants into the Town's by-laws: Voted to place on Warrant by motion of Mr. Thomo and second by Mr. Comtois; Mr. Heller voted against. Motion to support was by Mr. Thomo and second by Mr. Comtois; vote was Mr. Thomo for supporting and Mr. Comtois and Mr. Heller against supporting the article.
- 4) To set the date of Annual Town Meeting to the first Friday in June: Voted to place on Warrant by motion of Mr. Thomo and second by Mr. Comtois; Mr. Heller voted against. Motion to support was by Mr. Thomo and second by Mr. Comtois; vote was Mr. Thomo for supporting and Mr. Comtois and Mr. Heller against supporting the article.
- 5) To limit the number of amendments to a motion on the floor: There was no motion so this article was not included.
- 6) To limit a capital expenditures to less than \$25,000 for a Special Town Meeting, unless so voted by the Selectmen: Voted to place on Warrant by motion of Mr. Thomo and second by Mr. Comtois; Mr. Heller voted against. Motion to support was by Mr. Thomo and second by Mr. Comtois; vote was Mr. Thomo for supporting and Mr. Comtois and Mr. Heller against supporting the article.

Other:

15. REQUEST TO SPEAK WITH TOWN COUNSEL TO FIND OUT HOW TO SET UP DEDICATED FUND RAISING COMMITTEES – MUNICIPAL FACILITIES PLANNING COMMITTEE

Mr. Thomo moved to authorize the use of Town Counsel to find out the procedure for setting up fund raising committees; Mr. Heller seconded; so voted.

16. ANNUAL BALLOT – CMRPC COMMISSION OFFICERS

It was agreed that each member would review this correspondence and the ballot would be completed at the May 22nd meeting.

17. SAW MILL POND DAM PROJECT

Mr. Heller said that there would be a meeting with Mr. Hughes from the Office of Dam Safety at the dam on Thursday morning from 11:30 to noon and asked if either Mr. Thomo or Mr. Comtois could attend with Mr. Chaffee as he could not. Mr. Thomo agreed to attend. The purpose is to find out what the Town has to do to get the special permit to do the maintenance work around the dam area.

18. MASSDOT PUBLIC HEARING

Ms. Neylon asked if the Board wanted this posted as a Selectman's meeting; although all intend to attend, they do not expect to make any decisions so there is no need to post.

ADJOURNMENT:

At 9:15 pm, Mr. Thomo moved to adjourn the meeting; Mr. Heller seconded; so voted.

Respectfully submitted

Donna L. Neylon, Administrative Assistant

Approved: _____