

**BOARD OF SELECTMEN MEETING
MONDAY, FEBRUARY 10, 2020, 2020
TOWN OFFICE BUILDING, SELECTMEN'S MEETING ROOM
240 SPRINGFIELD STREET, WILBRAHAM, MA**

MINUTES

PRESENT: Chair Susan C. Bunnell (presiding); Selectmen Robert W. Russell; Selectmen Robert J. Boilard, Nick Breault - Town Administrator, and Heather Kmelius - Administrative Assistant to the Board of Selectmen and Town Administrator. The meeting was called to order at 6:30 PM. Chair Bunnell stated that she would like to add a matter to the Executive Session Agenda this evening. The Board agreed by consensus to allow the addition.

EXECUTIVE SESSION

Chair Bunnell stated that she would like to add a matter to the Executive Session Agenda this evening. The Board agreed by consensus to allow the addition. Chair Bunnell stated the following. "As Chair of the Board of Selectmen I hereby announce the Board of Selectmen will hold an executive session for the following purposes: Per M.G.L. c. 30A, § 21(a) (2) To conduct strategy sessions in preparation for negotiations with nonunion personnel: Part-time Planning Board Clerk; DPW Director; Police Chief; Animal Control Officer; stipend requests and compensation; and per M.G.L. c. 30A, § 21(a) (3) to discuss strategy with respect to collective bargaining: NEPBA Local 120 and UPSEU Local 424M; and per M.G.L. c. 30A, § 21(a) (3) to discuss strategy with respect to pending litigation: ASD Three Rivers Solar, LLC; and per M.G.L. c. 30A, § 21(a) (6) to consider the purchase, exchange, lease or value of real property: Memorial School, Mohawk Street property; whereas an open meeting may have a detrimental effect on the bargaining and litigating position and of the Board of Selectmen, and as the Chairman I so declare; and that the Board of Selectmen shall reconvene in open session."

Selectmen Russell so moved to hold an executive session for the following purposes: **Per M.G.L. c. 30A, § 21(a) (2) To conduct strategy sessions in preparation for negotiations with nonunion personnel: Part-time Planning Board Clerk; DPW Director; Police Chief; Animal Control Officer; stipend requests and compensation; and per M.G.L. c. 30A, § 21(a) (3) to discuss strategy with respect to collective bargaining: NEPBA Local 120 and UPSEU Local 424M; and per M.G.L. c. 30A, § 21(a) (3) to discuss strategy with respect to pending litigation: ASD Three Rivers Solar, LLC; and per M.G.L. c. 30A, § 21(a) (6) to consider the purchase, exchange, lease or value of real property: Memorial School, Mohawk Street property; whereas an open meeting may have a detrimental effect on the bargaining and litigating position and of the Board of Selectmen, and the Chairman so declares and that the Board of Selectmen shall reconvene in open session. Selectmen Boilard seconded the motion. Roll call vote: (Chair Bunnell – yes, Selectmen Russell – yes, Selectmen Boilard - yes).**

Following the conclusion of the Executive Session, the Board reconvened in Open Session at 7:40 PM.

PLEDGE OF ALLEGIANCE

Chair Bunnell asked all to join the Selectmen in saying the Pledge of Allegiance. She then announced, in accordance with Mass. General Law Chapter 30(A), section 20, that the Selectmen's meeting was being recorded by the Wilbraham Public Access and the Board of Selectmen's Office. Chair Bunnell asked if there was anyone present in the audience also recording the meeting. No one was recording the meeting.

APPOINTMENTS WITH THE BOARD

7:15pm - A. Scafuri | Interview for the Commission on Disability

Alexander Scafuri was not able to be present this evening.

7:20pm - M. B'Shara | Michael's Pasta in the Pan, 2133 Boston Road

Mr. Michael B'Shara, owner of Michael's Pasta in the Pan and Attorney Brian Shea representing Michael B'Shara were present. Chair Bunnell asked for an update regarding the business status. Attorney Shea stated that the business is currently under agreement for sale and a liquor license transfer application is expected to be filed upon sale of the business. Attorney Tom Rooke is representing the proposed buyer of the business. The Board set a meeting deadline of March 2, 2020 for the new application to be submitted.

Materials Referenced: Letter from TA Breault to M. B'Shara of Michaels Pasta In the Pan dated 2.6.2020.

7:25pm – T. Basch, DPW Director: Disclosures for Consideration; Trash and Recycling Issues (SMRF, 120 OBRRC)

DPW Director Tonya Basch was not able to be present at this meeting.

OPEN SESSION (for topics not reasonably anticipated 48 hours in advance of meeting, such as :)

Town Administrator's Report

TA Breault stated that the Town Offices will be closed on President Day, February 17th. The Regional Government Meeting is scheduled to take place at the Police Station Community Room at 7pm on Wednesday February on February 19th. An invitation to DEP's Mr. Ellis has been extended along with several other invites to this meeting. The Board agreed to broaden the invitation to local communities. TA Breault also stated that the Selectmen's meeting on February 24 will take place at the 2/24 meeting at the Police Station Community Room due to Early Voting.

Board of Selectmen Updates

Chair Bunnell gave an update about the South Hadley Recycling Forum she attended last Saturday. She noted the high cost of recycling and trash disposal and discussed what other communities are doing about it. She recommended residents visit www.Recyclesmartma.gov. She also has a Policy Committee meeting this Wednesday she plans to attend.

Citizens Open Forum

Resident Bob Tourville inquired about Regional Government Meeting details. Resident Matt Villamino discussed Selectman Russell's talk with Mr. Flannery at the last meeting specifically highlighting the financials to be produced by the Senior Center Building Committee. TA Breault confirmed that the Building Study RFP is going out next week.

Resident John Broderick, a Community Preservation Committee (CPC) member, talked about the Historical Commission signage funding that is in the proposed FY21 budget. He clarified that the CPC did not turn down the Historical Commission proposal for money as has been described to the Selectmen. He thought the Historical Commission would come back to the CPC but they failed to do so. He also discussed the demolition delay proposed by the Historical Commission. He gave an overview of history of the Local Option Meals Tax dating back to ten years ago when it was proposed as a failed petitioned article by Mr. Broderick at Town Meeting. Mr. Broderick stated his support of the implementation of this tax. Resident Dave Sanders disagreed that the Town should pursue the Local Option Meals Tax. Mr. Sanders further asked about the Memorial School Executive Session discussions that have taken place over recent months, inquiring when the information will be released to the public. The Board responded that the exemption for Executive Session still applies for this matter and the Board will release the information when the exemption is no longer valid. Mr. Villamino confirmed Mr. Flannery's two petitioned articles will be on warrant as presented.

Materials Referenced: Excel spreadsheets titled "Community Status Local Meals and MJ Taxes", "Meals Tax Estimated Revenues by Community", and "Quarterly Meals Actual Tax Distribution FY20" presented by TA Breault.

OLD BUSINESS

FY 2021 Budget Proposal

Town Administrator Breault gave an overview of the stipends and pay increases requests included in the proposed budget. The Agricultural Commission submitted a late request of \$500 in funding for the promotion of the Wilbraham Grown Farmers Market. There is also \$4200 in the Free Cash for the Historical Commission's request for signage funding. Dispatch Supervisor Gentile also submitted a late request to add a new full time position.

The Fire Department has requested addition of two full-time Firefighter Paramedics and there is potential for Federal Grant funding support of these two positions. Chief Andrews was present to discuss the Grant application that should be open to file in the next month or two. The total cost is approximately \$192,000 for the additional two full time staff. The Fire Chief plans to apply for a SAFER grant if the personnel are included in the budget. The grant would pay 75% of the costs for the first two years, and 35% in the third year. The Town would assume the full cost in year four. If there is a vacancy in the first three years the Town must replace the personnel to continue to receive grant funding. If the Town has a vacancy in year four, it can decide to not fill it without having affected the grant. Chief Andrews reported the increase of calls and work load over recent years. New software will be implemented soon and will help staff answers more calls. The Board confirmed that the employees are not committed to the Town after the grant money is utilized at year #4 for the 2 firefighters. The Board discussed how this could help evaluate the effect on overtime. In order for this opportunity to take place, funding would have to be available in the salary pool to cover the town's portion of the salaries.

TA Breault is scheduled to make the budget presentation to the Finance Committee on February 26th.

Materials Referenced: FY21 Budget file including workbooks, department narratives, Capital Projects, Tree Removal, Retirements and pay increase requests.

Special Town Meeting

TA Breault stated that the Special Town Meeting warrant was submitted to the Times in order to be published in an insert in next week's edition.

Materials Referenced: Final Draft Special Town Meeting Warrant prepared for signature at this meeting.

Annual Town Meeting: Warrant Articles

Discussion about proposed warrant articles took place. Proposed warrant articles include topics such as: Local Option Meals Tax proposal, Food Truck warrant article. The deadline for submission is in March. Mr. Flannery's two petitioned articles regarding Memorial School will be on warrant.

Materials Referenced: Excel spreadsheets titled "Community Status Local Meals and MJ Taxes", "Meals Tax Estimated Revenues by Community", and "Quarterly Meals Actual Tax Distribution FY20" presented by TA Breault.

DPW Director Job Description

This matter was tabled.

Senior Center Building Project

A report on this matter was not available.

Town Employment and Senior Tax Work Off Program

The designation of special municipal employees is needed for certain position circumstance related to a person also working a concurrent Senior Tax work off position. The Board agreed to send the matter to the Personnel Board for consideration.

Financial Policies

TA Breault would like the Board to consider the proposed financial policies. He would like the Board to approve the policies next month. TA Breault will recirculate financial policies to the Board members for review.

NEW BUSINESS

Health Inspector: Disclosures for Consideration

MOTION (Russell, Boilard): Move to accept the Health Inspector Lorri McCool's Disclosures as presented and determine that there is no conflict of interest. Approved (3-0).

Materials Referenced: Disclosure of Appearance of Conflict of Interest form submitted by Health Inspector McCool to the Selectmen's Office dated 1.25.2020.

LICENSING AND OTHER APPROVALS

MEETING MINUTES

August 27, 2018 – Executive Session

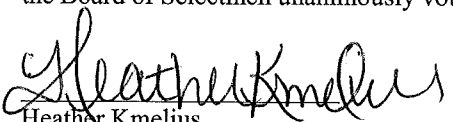
January 6, 2020 – Executive Session


August 27, 2018 - Open Session


January 27, 2020 – Open Session

This matter was tabled.

Having no further business, Selectman Russell made a motion to adjourn the meeting and Selectman Boilard seconded the motion and the Board of Selectmen unanimously voted to adjourn at approximately 8:30 PM.


Heather Kmelius
Administrative Assistant to the BOS/TA


Susan C. Bunnell, Chair


Robert W. Russell, Vice Chairman

Robert J. Boilard, Clerk