

BOARD OF SELECTMEN MEETING
WEDNESDAY, MAY 15, 2019
5:00 PM AT TOWN OFFICE BUILDING, SELECTMEN'S MEETING ROOM
240 SPRINGFIELD STREET, WILBRAHAM, MA
MINUTES

PRESENT: Chairman Robert J. Boilard (presiding); Selectmen Susan C. Bunnell; Selectmen Robert W. Russell, Town Administrator Nick Breault and Heather Kmelius, Administrative Assistant to the Board of Selectmen and Town Administrator. The meeting was called to order at 5:03 PM.

PLEDGE OF ALLEGIANCE

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

APPOINTMENTS WITH THE BOARD

5:00 P.M. Public Hearing – New Liquor License, Delaney's Market, LLC, 2030 Boston Road

Chairman Boilard asked that anyone wishing to speak during the public hearing please sign in. Mr. Glen Garvey and Mr. Jerry Gagliarducci, the owners of 2030 Boston Road were present. Also present were Roberta Hurwitz, Delaney's Market General Manager and Peter Rosskothen, Delaney's Market, Owner and President. Mr. Rosskothen gave an overview of Delaney's Market business and products. He noted that there is an existing location in Longmeadow and is hoping to open in Wilbraham in July 2019. Ms. Hurwitz provided store promotional documents to the Board for review during the meeting.

Mr. Rosskothen described the food for sale as "heat and go" fresh food made daily. They will also sell small portions of frozen foods, specialty groceries, healthy prepared meals, and also focus on lunch customers with featured salads and "grab and go" products. The store will have bakery items sold in "twos" and "fours" as small portion offerings. The store has a small prep area for salad making and other basic food prep. Mr. Rosskothen stated that he has spoken with the Health Inspector twice regarding the new location to ensure compliance.

Delaney's Market is proposing to sell beer and wine to take home. The store is proposing to sell specialty craft beers sold in 4 and 6-packs featuring craft beers from local breweries. Neither individual cans of beer or cases will be sold. Wine ranging from \$9/bottle to \$70/bottle will be for sale. Ms. Hurwitz stated that she likes to host wine and food tastings and help people pair their dinner selections with the perfect bottle of wine.

Mr. Garvey stated that building is under construction now and the plumbing for the prep kitchen will be installed soon. Delaney's Market's store will occupy 25% of total building. He also stated that he has other interested tenants for the building including a men's barber shop, a cross fit facility, and a high end auto sales dealer

There were no abutters present and there were no questions from the audience. The Board did not have any further issues or questions.

MOTION (Bunnell, Russell): Move to approve a new Section 15: Wine and Malt Beverages Service License submitted by Delaney's Market, LLC, located at 2030 Boston Road, Wilbraham, MA with Roberta Hurwitz proposed as the designated alcohol service manager with the hours for sale of Wine and Malt Beverages as follows: Monday - Saturday, 11:00a.m.-7:00p.m. and Sunday 12:00p.m. - 5:00p.m.; and forward said application to the Alcohol Beverages Control Commission for review and approval.

The Board discussed amending the hours of the alcohol sales.

MOTION (Bunnell, Russell): Move to approve the motion as amended with the alcohol sale hours Monday through Saturday from 10am through 8pm and Sunday from 12pm to 5pm and forward said application to the Alcohol Beverages Control Commission for review and approval. Approved (3-0).

Materials referenced: Certified Abutters List received 4.29.19 by the Selectmen's Office hand delivered from the Assessor's Office. Copies of certified mail (3). Retailed Alcoholic Beverages Control Commission Application received by the Selectmen's Office on 4.19.19 via hand delivery by applicant P. Rosskothan. Form 43 prepared for Board signature pending approval. Legal notice stamped 4.29.19 by the Town Clerk. Copy of Times legal notice publication on 5.2.19. Prepared Public Hearing sign in sheet.

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

Town Administrator's Report

Town Administrator (TA) Nick Breault thanked everyone who helped organize Community Fest and Annual Town Meeting including Heather Kmelius, Tracey Plantier, the Board of Selectmen and staff, Town Counsel Steve Reilly, and Town Moderator Jim Jurgens and others. TA Breault stated that May 16, 2019 is Dispatch Supervisor Shirley Rae's last day of work as she is retiring and that a small afternoon gathering would be held to celebrate.

TA Breault stated that TedTalks speaker Jeff Christenson is speaking at the Town Hall on Thursday May 16, 2019 at 7pm to discuss Internet opportunities for the Town. TA Breault also confirmed that the Board is scheduled to meet on May 20, 2019.

Board of Selectmen Updates

Selectmen Bunnell and the Board members reminding residents that the Town Election is Saturday, May 18, 2019 and that the polls are open at Minnechaug Regional High School. The Board also reminded residents that the Fishing Derby will also take place on Saturday, May 18, 2019.

Citizens Open Forum

No citizens took advantage of the open forum opportunity.

OLD BUSINESS

Animal Inspector Appointment – R. Seldomridge (Amendment from 5/6/19)

The Board was informed by TA Breault that this amendment is simply to reflect the legal name of the Animal Inspector who was appointed on May 6, 2019.

MOTION (Bunnell, Russell): Move to amend the motion made on May 6, 2019 to appoint Mr. Ricky Ray Seldomridge to the position of Animal Inspector for a term not to exceed one year effective immediately. Approved (3-0).

Materials Referenced: Application of Employment for Ricky Ray Seldomridge received by the Selectmen's office 3.26.19.

Sewer Commitment (Amendment from 5/6/19)

MOTION (Bunnell, Russell): Move to amend the motion made on May 6, 2019 to approve a Sewer Commitment for the October 1, 2018 to April 1, 2019 billing cycle, totaling \$364,965.76, as listed in a memo, dated May 6, 2019, from Ed Miga, Sewer Department/ Director of DPW. Approved (3-0).

Materials Referenced: Sewer Commitment Memo dated 5.6.19 from E. Miga, DPW Director delivered to the Selectmen's Office.

Town Administrator's Contract

TA Breault gave the Board an overview of its options to handle this matter as Executive Session would take place at the end of this meeting. He stated that the Board can address the issue now in open session if it was ready, the Board can discuss the issue in Executive Session tonight and announce its decision on Monday, May, 20th's meeting, or it can discuss in Executive Session and announce its decision in Open Session before adjourning tonight noting that the third option would require Wilbraham Public Access to wait for the duration of the Executive Session to resume recording. The Board agreed to discuss this in Executive Session and return to open session to review the issue in open session on Monday, May 20, 2019.

NEW BUSINESS

Approval of Replacement Hire of Full Time Dispatcher

TA Nick Breault stated that this position is open as a result of the recent promotion of Anthony Gentile to Dispatch Supervisor.

MOTION (Bunnell, Russell): Move to approve the Replacement Hire of a Full Time Dispatcher. Approved (3-0).

Wingate Change of Ownership

TA Breault stated that the Town received notice that there is a proposed change of ownership for Wingate. The notice made reference about groups of 10 people or more being able to petition this matter. TA Breault stated that he submitted further questions about this notice and the petition process and will report back to the Board once more detailed information has been received.

Materials Referenced: Letter dated 5.13.19 from Wingate's General Counsel. Email correspondence from TA Breault and M. Silva, Principal Assessor and from TA Breault and Fire Chief Bourcier, and TA Breault and HFLLicenseAction@state.ma.us all dated 5.15.19.

Request for Wilbraham Junior Women's Club Shoe Drive

Selectmen Bunnell stated that the Track and Field Club and Wilbraham Jr Women Club are both collecting used, and even unusable shoes, for recycling. Collection efforts are also being received at the Scantic Valley YMCA. TA Breault stated that the Junior Women's Club has requested to place a donation collection box in the Town Hall lobby.

MOTION (Bunnell, Russell): Move to approve the request of the Wilbraham Junior Women's Club for a shoe drive in the Town Office lobby from May 20 through May 24, 2019. Approved (3-0).

LICENSING AND OTHER APPROVALS

Section 14 Special Alcohol Service

- Krazy Jake's/KJ's Catering
- Wilbraham Hampden Academic Trust

MOTION (Bunnell, Russell): Move to approve a Section 14 Special Alcohol Service License to Scott Stawas of Krazy Jake's/KJ's Catering for the serving of wines and malt beverages at the Red Barn at Fountain Park, located at 883 Tinkham Road, Wilbraham, Massachusetts, for a private wedding reception taking place on June 22, 2019 between the hours of 4:00 PM and 9:00PM. Approved (3-0).

Materials Referenced: Section 14 Special Alcohol Service application received by the Selectmen's Office 5.7.19.

MOTION (Bunnell, Russell): Move to approve a Section 14 Special Alcohol Service Licenses to Kristina Kowalski of the Wilbraham Hampden Academic Trust ("W.H.A.T.") for the serving of wines and malt beverages at the Spec Pond Pinney Pavilion, located at 5 Spec Pond Way, Wilbraham, Massachusetts, for the W.H.A.T. Fundraiser Peach Blossom Festival Pre-Game Party taking place on June 7, 2019 between the hours of 6:00 PM and 10:00PM. Approved (3-0).

Materials Referenced: Section 14 Special Alcohol Service application received by the Selectmen's Office 5.9.19

Application for a Temporary Food Establishment Permit

- Village Store & Café

MOTION (Bunnell, Russell): Move to grant a Temporary Food Establishment Permit to Frank Gencarelli of the Village Store & Café to serve and sell prepared food at the Wilbraham Hampden Academic Trust ("W.H.A.T.") Wilbraham Peach Blossom Festival Pre-Game Party event on June 7, 2019, from 6:00pm to 10:00pm, located at the Spec Pond Pinney Pavilion 5 Spec Pond Way, Wilbraham, Massachusetts, pending the health inspector's favorable inspection. Approved (3-0).

Materials Referenced: Application for a Temporary Food Establishment Permit received by the Selectmen's Office 5.10.19.

Application and Notice for Charitable or Non-Profit Event

- Wilbraham Hampden Academic Trust

MOTION (Bunnell, Russell): Move to approve the application and notice for a Charitable or Non-Profit event to Kristina Kowalski of the Wilbraham Hampden Academic Trust ("W.H.A.T.") to host a private Wilbraham Peach Blossom Festival Pre-Game Party at the located at the Spec Pond Pinney Pavilion 5 Spec Pond Way, Wilbraham, Massachusetts from 6:00pm to 10:00pm on June 7, 2019. Approved (3-0).

Materials Referenced: Application and Notice for a Charitable or Non-Profit Event Permit received by the Selectmen's Office 5.9.19.

Application for an Entertainment License (One Day)

- Wilbraham Hampden Academic Trust

MOTION (Bunnell, Russell): Move to approve a one day Entertainment License to the Wilbraham Hampden Academic Trust ("W.H.A.T.") on behalf of the Andy Cavanaugh - The Station, a live band to allow amplified live music at the Wilbraham Peach Blossom Festival Pre-Game Party, a private event, taking place at the Spec Pond Pinney Pavilion 5 Spec Pond Way, Wilbraham, Massachusetts from 6:00pm to 10:00pm on June 7, 2019, and to forward to public safety officials for review. Approved (3-0).

Materials Referenced: Application for an Entertainment License (One Day) received by the Selectmen's Office 5.9.19.

Application for Catering License

- StuBe Blues

Chairman Boilard stated that this item is being tabled this evening pending receipt of further information.

Application for Seasonal Food Establishment Permit

- Colleen F. Nadeau dba Creative Cakes by Colleen

MOTION (Bunnell, Russell): Move to grant a seasonal Food Establishment Permit to Colleen F. Nadeau dba Creative Cakes by Colleen to serve and sell prepared food at the Wilbraham Grown Farmers' Market, located at 500 Main Street, every Monday, for the 2019 Season from June to September, from 2:00pm to 6:00pm; and pending the Health Inspector's approval. Approved (3-0).

Materials Referenced: Application for a Seasonal Food Establishment Permit received by the Selectmen's Office 5.7.19.

Request for Use of Public Property for Special Events

- St. Cecilia Knights of Columbus Council 10195
- Wilbraham Knitters

MOTION (Bunnell, Russell): Move to approve the use of public property for special events to Thomas L. Wadzinski of the St. Cecilia Knights of Columbus Council 10195 for the use of Soule Rd., Ruth Dr., Sawmill Dr., Brentwood Dr., Mountainbrook Rd., Edward St., Fairview Rd., Longview Dr., Rosemary Dr., and Loring Road on September 15, 2019 from 8:00am – 11am for a 5K Road Race to the benefit St. Cecilia Knights of Columbus High School Scholarship Fund, and to forward to public safety officials for review. Approved (3-0).

Materials Referenced: Request for Use of Public Property for Special Events Application received by the Selectmen's Office 5.6.19.

MOTION (Bunnell, Russell): Move to approve the use of public property for special events to Jane Clark of the Wilbraham Knitters for the use of Crane Park on June 8, 2019 from 10:00am – 2pm for a the annual public gathering of knitters and crocheters, a worldwide grassroots event, and to forward to public safety officials for review. Approved (3-0).

Materials Referenced: Request for Use of Public Property for Special Events Application received by the Selectmen's Office 5.10.19.

Request to Place Banners or Signs

- Wilbraham Knitters

MOTION (Bunnell, Russell): Move to approve and grant permission for the placement of a 6 foot by 2 foot banner to be placed at Crane Park, to be installed on May 25, 2019, and removed by June 8, 2019, after the Wilbraham Knitters' Annual Knit-in-Public Day has concluded. Approved (3-0).

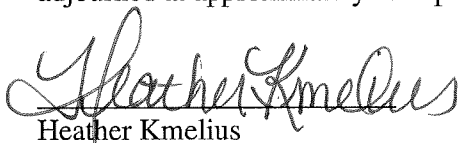
Materials Referenced: Request to Place Banners and Signs Application received by the Selectmen's Office 5.10.19.

EXECUTIVE SESSION

Chairman Boilard stated the following at approximately 5:33 pm. As Chairman 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) (1) to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual; per M.G.L. c. 30A, § 21(a) (2) to conduct strategy sessions in preparation for negotiations with nonunion personnel--Town Administrator, Acting Fire Chief; per M.G.L. c. 30A, § 21(a) (2) to conduct contract negotiations with nonunion personnel--Town Administrator; per M.G.L. c. 30A, § 21(a) (3) to discuss strategy with respect to collective bargaining with the UPSEU Local 424M; whereas discussion an open meeting may have a detrimental effect on the bargaining position of the Board of Selectmen, and as the Chairman I so declare, and that the Board of Selectmen shall reconvene in open session only to adjourn.

Selectmen Bunnell so moved to hold an executive session for the following purposes: per M.G.L. c. 30A, § 21(a) (1) to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual; per M.G.L. c. 30A, § 21(a) (2) to conduct strategy sessions in preparation for negotiations with nonunion personnel--Town Administrator, Acting Fire Chief; per M.G.L. c. 30A, § 21(a) (2) to conduct contract negotiations with nonunion personnel--Town Administrator; per M.G.L. c. 30A, § 21(a) (3) to discuss strategy with respect to collective bargaining with the UPSEU Local 424M; whereas discussion an open meeting may have a detrimental effect on the bargaining position of the Board of Selectmen, and the Chairman so declares and that the Board of Selectmen shall reconvene in open session only to adjourn. Roll call vote: (Chairman Boilard – yes, Selectmen Bunnell – yes, Selectmen Russell – yes).

The Board returned to open session at 6:22 pm and having no further business, the Board of Selectmen adjourned at approximately 6:22 pm.



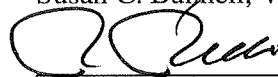
Heather Kmelius
Administrative Assistant to the TA/BOS



Robert J. Boilard, Chairman



Susan C. Bunnell, Vice Chairman



Robert W. Russell, Clerk