

**Board of Selectmen Meeting
Monday, January 9, 2017, 6:30 p.m.
Town Office Building
240 Springfield Street, Wilbraham, MA**

MINUTES

Present: Chairman Susan C. Bunnell (presiding); Selectmen Robert J. Boilard; Selectman Robert W. Russell; Town Administrator Nick Breault.

Executive Session

Chairman Bunnell announced that the Board of Selectmen (BOS) was going into executive session and would reconvene to open session upon conclusion.

MOTION: So moved (Russell) and seconded (Boilard) to enter into executive session per M.G.L. c. 30A, § 21(a) (2) to conduct strategy session in preparation for negotiations with non-personnel; and per M.G.L. c. 30A, § 21(a) (3) to conduct strategy session in preparation for negotiations with respect to collective bargaining because to do so in an open meeting may have a detrimental effect on the negotiating and bargaining positions of the Board, and the Chair so declared; and that the Board shall reconvene in open session following the conclusion of the executive session. Motion carried by unanimous roll call vote. (Bunnell, aye; Boilard, aye; Russell, aye).

Pledge of Allegiance

Chairman Bunnell opened the meeting with the Pledge of Allegiance. She then announced that the Board of Selectmen meeting was being recorded by Wilbraham Public Access and asked if there was anyone present who is also recording this meeting? Nobody responded.

Appointments with the board

Peter Barnett, Monson Art League: Request for Talent Show Sign Placement

Mr. Barnett noted that this was the same request as last year.

MOTION: Made (Russell) and seconded (Boilard) to approve the request of the Monson Arts Council to place a sign at Gazebo Park from January 29 to February 11, 2017 to promote their Talent Show. Motion approved, 3-0.

Members of the Playground and Recreation Commission; Members of the Board of Directors of the Country Club of Wilbraham; Bryan Litz, Recreation Director: Discussion of Roles and Responsibilities, Warrant Article Proposal

The Selectmen met with William Scatolini, Chairman; Stan Soja, Patricia Silk, Aaron Tillberry, of the the Playground and Recreation Commission (PRC); Bryan Litz, Recreation Director; and Ken Davis, Vice President of the Board of Directors, Country Club of Wilbraham (Club).

N. Breault explained why this meeting was taking place: A complaint was made by a Club member to Mr. Litz and the PRC about the pricing for Seniors at the Club. The member thought that PRC was not providing the oversight of the Club that it was given according to the Town's By-laws and the Lease agreement between the Club and the BOS. He reported that he had meetings with Mr. Scatolini and Mr. Prystupa, President of the Board of Directors, about this matter and the history of the PRC's oversight role in general. He said that the lease indicates that the Board of Directors has the authority to set

pricing and therefore, the complaint is not under the purview of the Town. But the PRC has had limited oversight, in practice, for several years. There is concern on the PRC that oversight of the Club is beyond the scope of the commission and, furthermore, since the lease is with the BOS, it is likely more appropriate for that role to remain solely with the BOS. The PRC would like to have the By-law and lease changed to take the PRC out of the oversight role. Mr. Scatolini added to the summary. Mr. Davis addressed the concern raised by the member and said that the Club's pricing conforms to other clubs in the area; and added that there is oversight from the Club's Board of Directors, and from monthly meetings with the bank. Mr. Davis said that he thought they were doing a good job with the maintenance. Member of the PRC commented that they thought they were doing a good job with the Club, but that the PRC thinks the oversight should go to the BOS. It was noted that the PRC voted unanimously at its last meeting to request the oversight duties be removed from the PRC.

The BOS members made comments that supported the request to change the By-law and the lease; that this was a housekeeping issue. N. Breault will send this to the By-law Committee for review.

Town Administrator's Report

N. Breault announced Community Preservation applications were due in the BOS office this Thursday, January 12 at noon. The trailers at Memorial School have been removed. A walk-through of Memorial scheduled for tomorrow is postponed, with no new date yet, or any news on it. S. Bunnell said that she met with Superintendent Ganem today and discussed possible interest in Memorial from the Lower Pioneer Valley Educational Collaborative. R. Boilard asked if the School Committee has decided if they need Memorial and S. Bunnell indicated that they had not, to date. N. Breault continued his report and said that he is in the process of meeting with Department Heads about budgets. The budget will be presented January 23. One of the budget matters to discuss will be what to do with the current police station once the department moves to the new one. N. Breault announced Town Offices will be closed on January 16 in observance of Martin Luther King's birthday; and that Annual Town Reports are due in the BOS office by January 31, asking for reports to be sent to him via email.

Board of Selectmen Updates

S. Bunnell was contacted by Stoughton Smead, Chairman of the Community Preservation Committee (CPC) asking if the BOS has any input regarding community needs? If they do, send it to the TA to forward to the CPC. S. Bunnell mentioned she went on a walk-through of the new police station this afternoon and it is looking really good, and commended the building committee. S. Bunnell went to a Mass Board of Libraries meeting last Thursday with Karen Demers, Library Director, and Lucy Pelland, Library Board of Trustees member, regarding the Library's petition to grant a waiver for its Municipal Appropriation Requirement (MAR) funding, and said Karen did a great job with her presentation.

R. Boilard asked about scheduling a Traffic Safety Team meeting; a resident contacted him about traffic at the end of Joan Street heading into Brooklawn, there is a lot of speeding. N. Breault will forward this to Chief Tucker and schedule a meeting. R. Boilard then brought up discussion of park property at the end of Manchonis Drive, questioning how it is owned and utilized? He will speak with Bryan Litz and N. Breault will also look into it.

Jerry Gagliarducci JPZ, Inc.: JPZ, Inc.'s Western Recycling Facility's Waste Handling Permit Update

J. Gagliarducci, 18 Stonington Road, owner of 120 Old Boston Road, met with the BOS, to update the BOS and answer questions about a proposal to expand its permit at the facility at 120 Old Boston Road. DEP is now in a 60 day review period, followed by a 20 day public comment hearing. At the end of this period the Board of Health will conduct a public hearing. The hearing will be run by a moderator.

Attorney Ed Pikula will be the moderator. J. Gagliarducci provided the BOS with a summary sheet of the process. J. Gagliarducci said that the hearing would probably take place around the end of March. He noted that a check for \$7,500 was submitted to the Treasurer to cover any costs the Town incurs. J. Gagliarducci said he's working with Ed Miga, Superintendent of Public Works, about bullet points for a Memorandum of Agreement. He also reported that he's still talking with potential operators and noted that the Waste Management lease runs out on July 31, 2017, and that Chicopee closes in June, 2018.

Materials Referenced: Wilbraham Selectmen/Board of Health Site Assignment Hearing Procedure Summary.

Citizens Open Forum

Brian Cunningham, 899 Stony Hill Road, asked the BOS if the Town has a plan to develop the business sector? S. Bunnell said there is no formal plan at this time; that it has been looked at from a higher level; that she spoke with some business leaders several months ago about the possibility of the Town putting together a business development committee, but the feedback was that they'd rather put it together without Town oversight. R. Boilard said he thinks it's time; that there was some development ideas back a few years ago for a 5.2 acre property on Boston Road, but it didn't happen. B. Cunningham asked what he could do to get this going? R. Boilard suggested that a group be formed to work on it. There was more discussion of the history of previous development; reasons why it hasn't been worked on lately; the effect of the economy on development; the regulations and steps to open businesses; abutters concerns; tax implications; etc. B. Cunningham noted that according to last year's Town Report it showed \$15 million in residential growth versus \$600,000 in commercial; and what would happen if the Town reaches the \$25.00 cap on the property tax? S. Bunnell will continue the conversation with B. Cunningham.

Consideration of Job Posting for Fire Chief

It was noted that the BOS had already decided to post internally. The BOS reviewed the posting.

MOTION: So moved (Russell) and seconded (Boilard) to approve the job posting for Fire Chief. Motion approved, 3-0.

Appointment of Municipal Records Access Officers

MOTION: Move to appoint Town Department Heads, including the Town Clerk, as the Municipal Records Access Officers for their Departments, and for the Department Heads to designate a back-up person in their departments. Motion approved, 3-0.

Assessors Office Compensation Request: Senior Clerk

MOTION: Made (Russell) and seconded (Boilard) to approve the compensation for the Senior Clerk position in the Assessors Office to Grade 5 Step D at \$18.20 per hour. Motion approved, 3-0.

R. Boilard explained that this stems from an individual moving from part-time to full-time, and puts the pay at an appropriate level.

Declaration of Surplus Property: Recreation Dept. Truck

MOTION: Made (Russell) and seconded (Boilard) to declare the following item as surplus property: a 1997 Ford F150 from the Recreation Department with an estimated value of up to \$1,537, as outlined in emails on January 4, 2017 from Bryan Litz, Director of Parks and Recreation Department; and dispose of the surplus property by offering it to local Town Departments first; and then, if no department wants it, to sell the surplus property on Municibid website while complying with proper procurement procedures; and authorize the revenue

received from said disposal to be deposited with the Town Treasurer for deposit in the General Fund. Motion approved 3-0.

Request to Authorize Sick Leave Donations

MOTION: Made (Russell) and seconded (Boilard) to approve the donation of accrued sick leave of up to 5 days by IUOE Local 98 union employees to a Local 98 Union employee; and authorize the Town Administrator to approve such requests. Motion approved 3-0.

MOTION: Made (Russell) and seconded (Boilard) to approve the donation of accrued sick leave of up to 5 days by NEBPA Local 120 union employees to a NEBPA Local 120 union employee; and authorize the Town Administrator to approve such requests. Motion approved 3-0.

MOTION: Made (Russell) and seconded (Boilard) to approve a one-time donation of up to five days of sick leave by non-union employees to a non-union employee, retroactive to December 28, 2016, effective until March 30, 2017; and authorize the Town Administrator to approve such requests. Motion approved 3-0.

Request for Authorization to Hire: Heavy Equipment Operator

MOTION: Made (Russell) and seconded (Boilard) to authorize the hiring of a Heavy Equipment Operator to fill a vacancy. Motion approved 3-0.

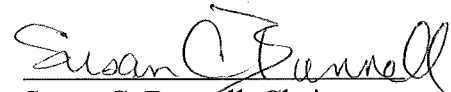
Having no further business, S. Bunnell called for a motion to adjourn.

MOTION: Made (Russell) and seconded (Boilard) to adjourn. Motion approved 3-0.

The Board of Selectmen adjourned at 7:56 p.m.



Nick Breault, Town Administrator



Susan C. Bunnell, Chairman



Robert W. Russell, Selectman



Robert J. Boilard, Selectman