

BOARD OF SELECTMEN'S MEETING
Monday, January 23, 2017, 6:15 p.m.
Town Office Building
240 Springfield Street, Wilbraham, MA 01095

MINUTES

PRESENT: Chairman of the Board of Selectmen (BOS) Susan Bunnell, (presiding); Selectmen Robert Russell and Robert Boilard; Town Administrator Nick Breault; and Human Resources Coordinator Herta Dane.

EXECUTIVE SESSION

At 6:15 p.m. Chairman Susan Bunnell declared that the Board of Selectmen will hold an executive session because an open meeting may have a detrimental effect on the negotiating and bargaining position of the Board for the following purposes:

MOTION: Move to enter into executive session per mg. Ch. 30a, §21(a) (2) to conduct strategy session in preparation for negotiations with non-union personnel, and per mg. Ch. 30a, §21(a) (3) to discuss strategy 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. So moved by R. Russell and seconded by R. Boilard. Approved by each Selectman voting affirmatively in a roll call vote; (Bunnell, aye; Russell, aye, and Boilard, aye.) Approved 3-0.

Call to Order, Pledge of Allegiance

Chairman Susan Bunnell announced in accordance with MGL Chapter 30(A). Section 20(e), that this meeting of the Board of Selectmen was being recorded by Wilbraham Public Access and asked if there was anyone present who was also recording this meeting. Nobody came forward.

FY 2018 Budget Presentation: Town Administrator Nick Breault and Assistant Town Administrator for Budget and Finance/Treasurer/Collector Thomas Sullivan

Nick Breault and Thomas Sullivan presented the FY 2018 Budget Proposal to the Board as developed through meetings with department heads, following a directive to keep expenses at not more than a 1% increase, and including not more than a 2% increase in salaries, and including any contractual obligations; and including tentative place holders for certain as of yet unknown state and other amounts. The presentation included a review of every department's budget. The estimated assessment for the Hampden-Wilbraham Regional School District was calculated at 2.5% above the adjusted assessment for FY 2017; and it was noted that this was one of the variables in the budget as the Town would not get the District's request until later in the process. It was also noted that the employee health insurance rates wouldn't be set until the February meeting of the Scantic Valley Regional Health Trust (SVRHT). T. Sullivan explained that the SVRHT has funds available that he will advocate be used towards premium relief for the Town and employees. The Town's pension obligation is expected to have an average of an 8% increase for the next several years, which is the same situation for all the municipalities in the Hampden County Retirement system, due in large part to the effects of the recession on the investments of the system.

Additional funding requests beyond the departmental budgets were discussed, among them were funding to increase the hours of the Veterans Service Director; a Captain's position for EMS and Training for the Fire Department; reinstatement of Library personnel, and the Town's obligation to meet the state's Municipal Appropriation Requirement; an increase in the stipend for the Sealer of Weights and Measures; and the replacement of the Town Office postage machine. N. Breault outlined different scenarios relative to the police department moving into its new building, which could result in the movement of other departments into the old building and/or Town Offices. The BOS asked questions and commented at various times throughout the presentation.

MOTION: Made (Russell) and seconded (Boilard) to approve the proposed FY'18 budget prepared by the Town Administrator and to forward the proposed FY'17 budget to the Finance Committee for review. Motion approved 3-0.

Materials Referenced: Budget Workbook FY 2018 as of January 23, 2017.

Town Administrator's Report

Town Administrator Nick Breault mentioned that Fire Chief Francis Nothe's reception on January 20, 2017 on the occasion of his retirement after 40 years of service in the Wilbraham Fire Department was well attended and included current and retired Fire Chief's from surrounding Towns.

Selectmen Updates

Chairman Susan Bunnell reported that she had attended the Annual Massachusetts Municipal Association Meeting and Trade Show in Boston during the prior week and that Public Works Director Edmond Miga and Assistant Public Works Director Tonya Bosch had attended as well. She reported that she had spoken to someone there about the Emerald Ash Borer infestation which has been confirmed in Wilbraham, which is a serious concern and for which the only treatment is to cut down the tree and burn it. She reported that Wilbraham Tree Warden and Pest Control Officer David Graziano was very concerned and had offered a presentation at the library in the fall of 2016 to educate the public and spread awareness on how to detect this invasive beetle.

Citizens Open Forum

Community Preservation Act Committee (CPA) Chairman Stoughton Smead addressed the BOS with concerns of the committee. Mr. Smead distributed several documents to the BOS during his meeting.

S. Smead discussed a request received by the Committee for relief from the CPA surcharge on the property tax bill by a resident. The resident apparently had contacted the Community Preservation Coalition and was informed that there is an abatement available in Wilbraham. Since the committee was unaware of this he wanted to bring it to the BOS' attention.

S. Smead distributed a posting and agenda of the next CPA meeting on Wednesday, January 25, which includes a list of applications received for CPA funding. He reported site walks are scheduled for the next two weeks, and that the Committee would forward their project recommendations to the Finance Committee by the end of February/early March.

S. Smead asked the Board and Town Administrator Nick Breault to look into the legal status of the appraisal issue for the Mt. Marcy property, which was approved for acquisition by the Annual Town Meeting of 2016.

S. Smead asked for guidance on the issue of older town buildings for which the committee receives many applications and how the Town intends to handle these properties in the long term future. He cited the example of the old Grange Building, for which CPA funding was used and then after the sewer line was installed along Main Street, the Town decided to sell the property.

R. Boilard stated that it is difficult if not impossible to speak on long term plans for town buildings, but that very few buildings have been sold by the town. S. Bunnell agreed that the probability that the Town will sell off properties is very low.

S. Smead spoke of a potential opening on the CPC, and that he had spoken to a couple of individuals as a possible candidates for appointment. There was discussion about some difficulties with obtaining a quorum for meetings; recruitment; and the possibility for alternates to be appointed, but the latter was seen as not something that would be allowed.

S. Smead asked about the schedule for the CPC to submit their projects to the Finance Committee, with the first week of March seen as appropriate.

S. Smead then asked the BOS if they had any input on the Community Needs Assessment. The BOS did not have anything to add at this time, but would keep open to receiving and sharing with the CPC, and would put it on the agenda for the next two meetings.

Materials Referenced: CPC meeting posting for January 25, 2017; three emails re: CPC projects; CPC exemptions; CPC Mt. Marcy.

The BOS asked the N. Breault about the Manchonis park area. He indicated he is working on it but did not have anything to report at this time.

Senior Center Space

MOTION: Made (Russell) and seconded (Boilard) to approve issuing an RFP for the lease and or purchase of space for the Senior Center. *Discussion:* R. Russell said he asked to have this put on the agenda; that there may be some interest in Town. **Motion approved 3-0.**

Request for two additional Senior Work Off Positions

MOTION: Made (Russell) and seconded (Boilard) to approve two additional positions, one Office Assistant in the Senior Center and one Office Assistant in the Town Clerk's Office, for the FY 2018 Senior Citizen Volunteer Tax Abatement Program as provided for under M.G.L. Chapter 59, Section 5K, and to commit an additional \$2,250 from the Overlay Account for a total of \$21,375. Motion approved 3-0.

Establish Annual Town Meeting Date

MOTION: Made (Russell) and seconded (Boilard) to schedule the Annual Town Meeting for May 15, 2017. *Discussion:* S. Bunnell asked and N. Breault confirmed that the Annual Election would be held on Saturday, May 20; and noted that she had a conflict on that date; and that it was the Town's tradition to hold the Annual Town Meeting on the Monday before the Annual Election, which is set the third Saturday in May. **Motion approved 3-0.**

Annual Appointment of Animal Control Officer

MOTION: Made (Russell) and seconded (Boilard) to re-appoint Michael Masley as the Animal Control Officer for calendar year 2017. Motion approved 3-0.

Vacation and Holiday Time Carry Over Request

This matter was tabled.

Sewer Abatements

MOTION: Made (Russell) and seconded (Boilard) to approve Sewer Abatements, totaling \$1,294.90, as listed in a memo dated January 23, 2017, from E. Miga, Town Engineer/ Director of DPW. Motion approved 3-0.

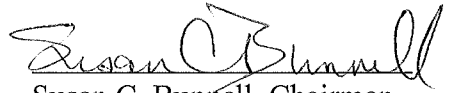
Having no further business, S. Bunnell called for a motion to adjourn.

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

The meeting adjourned at 8:40 p.m.



Nick Breault, Town Administrator



Susan C. Bunnell, Chairman



Robert W. Russell, Selectman



Robert J. Boilard, Selectman