

**BOARD OF SELECTMEN MEETING
MONDAY, FEBRUARY 13, 2023 6:00 P.M.
TOWN OFFICE BUILDING, SELECTMEN'S MEETING ROOM
240 SPRINGFIELD STREET, WILBRAHAM, MA
MINUTES**

**This meeting is conducted in accordance with Mass. General Law Chapter 30(A), section 20,
and in accordance with Chapter 22 of the Acts of 2022.**

PHYSICALLY PRESENT: Selectman Theresa J. Goodrich, Town Administrator Nick Breault and Administrative Assistant to the Board of Selectmen and the Town Administrator Heather Kmelius. The meeting was called to order at 7:00 PM.

PRESENT USING GO TOMEETING: Selectman Susan C. Bunnell

NOT PRESENT: Chairman Carolyn F. Brennan

OPEN SESSION 7:00 PM

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT PER MGL C. 30(A), S. 20 AND CHAPTER 22 OF THE ACTS OF 2022

Presiding Officer Theresa Goodrich asked all to join the Selectmen in saying the Pledge of Allegiance. She announced that she would be presiding over the meeting tonight in the Chairman's absence, and stated that Selectman Bunnell was attending the meeting remotely. She then stated the following "In accordance with Mass. General Law Chapter 30(A), section 20, and in accordance with Chapter 22 of the Acts of 2022, I announce that this meeting of the Board of Selectmen is being recorded by Wilbraham Public Access and the Board of Selectmen's Office and the "Go To Meeting" system; and ask if there is anyone present who is also recording this meeting". Kristen Rivers from either the Times or The Reminder publications recorded the meeting.

Selectmen Goodrich will second the motions tonight out of necessity.

Consent Agenda Items for February 13, 2023; "W" indicates request of Waiver of Fees for Non-Profit.

LICENSING AND OTHER APPROVALS

Application for a Section 14 Special Alcohol Service – JRZ Enterprise Inc dba Hanna Devine Restaurant & Bar of Ware, MA for wine & malt beverage service at Manny's Appliances, 1872 Boston Road on 2.20.23 from 12-3p (alcohol must be sold to customers)

Application for a Temporary Food Establishment Permit - JRZ Enterprise Inc dba Hanna Devine Restaurant & Bar of Ware, MA for temporary food service at Manny's Appliances, 1872 Boston Road on 2.20.23 from 12-3p

MOTION (Bunnell, Goodrich): Move to approve the consent agenda as requested including the waiver of fees for non-profit entities and contingent upon final approval from appropriate departments, complete application documents, and receipt of application fees. Roll call vote (Selectman Goodrich – yes, Selectman Bunnell – yes).

APPOINTMENTS WITH THE BOARD

7:05pm - Anthony Gentile, Regional Communications Director: Consideration of Increased Dispatch Regional Service

Wilbraham Regional Communications Director Anthony Gentile was present in person. In December 2022, the town of Belchertown submitted a letter of interest to Director Gentile regarding joining Wilbraham Dispatch Service. Gentile provided financials from the State confirming the additional funding that the town would receive by adding a third community to its dispatch service.

Gentile reported on the historical data of volume of calls from Wilbraham, Hampden and Belchertown. Fire run records were also reviewed. Gentile stated that when adding a new community he would need to hire three

additional new staff, including a deputy director for the second shift with the deputy's salary covered by grant funding for 3 years. There are also state funded ways to pay an IT Specialist to exclusively support the dispatch center and/or all public safety departments

Some learned lessons through last dispatch community merger included the CAD merger that caused challenging physical communications. Other previous merger challenges were reviewed. In 1981, Wilbraham was the only town with central dispatch and now states are pushing for dispatch regionalization.

Discussion about grant funding availability took place. Last year the Finance Committee backfilled grant funds out of the Dispatch Department budget. Grant funding was confirmed to be available for use towards equipment and radio consoles. Selectman Bunnell clarified her comments that were incorrectly reported in The Reminder newspaper last week and confirmed that she is interested in learning more about the financing of this regionalization endeavor.

Gentile has been employed with the town for almost 24 years and is confident increased dispatch regionalization is best for Wilbraham. Discussion ensued. Towns regionalizing with Wilbraham would be assigned an assessment. Gentile reviewed Hampden's financial commitments to its regionalization service. Breault asked questions about grant funding opportunities for designated dispatch and public safety IT support. The Board will later review the documents presented from Gentile. New grant funding would be applied for FY25 according to Gentile. In short, Police Chief Lennon believes dispatch regionalization could be very beneficial to the town and the other involved communities. He stated that the software merger would be difficult and lengthy and would require a full time IT staff member for long term support. Gentile left the room at 7:29pm.

7:10pm – Town Administrator Nick Breault: FY 2024 Budget Proposal

Breault and Assistant Town Administrator in Budget & Finance/Collector/Treasurer Hancock were present in person for this discussion and Town Accountant Derek Geser attended virtually using GoToMeeting. Breault plans to attend and present the proposed budget at this week's Finance Committee meeting. Breault presented the budget (excel sheet) with updated financials from last week including a 6.2% increase from HWRSD. Breault asked the Board for permission to share the budget with the Finance Committee at \$200k under the levy limit. The HWRSD budget increase number is closer to 9% in reality.

The additional town wide staffing requests were summarized. It was recommended that the budget support the additional Parks and Recreation position that would convert a now seven month seasonal position to a full time position, a new IT position for WRECC, to allow the library position conversions from Pages to Borrower Services positions, and to recommend hire two out of the three Facilities & Maintenance positions requested. Selectman Bunnell confirmed this proposal and inquired about the impact of the additional new hires on the proposed budget focused on health care cost increases. SVRHT agreed to a 2% increase of health care cost. Breault discussed the age of the retirees impact on the health care costs as most retirees maintain the town's healthcare plans in retirement and several are still under the age of 65. Breault gave an overview of the upcoming "budget focused" meeting coming up soon.

Selectman Bunnell supported Breault's proposal suggestion, and Selectman Goodrich agreed. Extensive discussion is expected moving forward.

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

Town Administrator's Report

Breault stated that two police resignations were received and the town is working to fill these positions. A temporary Staff Accountant employee was hired for the Accounting office during the long term search to fill the position permanently. Senator Oliveira will attend the Board's meeting on March 6th to provide legislative updates and to ask the Board for funding ideas and projects.

Wilbraham Monson Academy Headmaster Brian Easler would like to share WMA funds for a town project and is seeking investment ideas. The Finance Committee is having a joint meeting on February 22nd. Breault noted that Town Offices will be closed on February 20 in observance of the holiday. Breault stated that a sewer rate public hearing is scheduled on March 27th at 7:05p to consider a proposed rate increase.

Board of Selectmen Updates

Selectman Bunnell attended the MMA's presentation about how to run effective meetings and reported that she found it useful and interesting.

Selectman Goodrich discussed the problem of nonstop illumination of the lights at MRHS and is looking forward to a response from school district officials on answers and resolution on how to turn the lights off.

Citizens Open Forum

None.

OLD BUSINESS

Warrant Articles for Annual Town Meeting

Breault is meeting with the Wilbraham Cultural Council regarding its increased membership proposal for the Annual Town Meeting Warrant. Breault confirmed that no petitioned articles have been received to date. March 27th is the petitioned article deadline for the Annual Town Meeting warrant.

2022 Annual Report

There is a draft for review in the Selectmen's electronic folder. Breault will see approval of the report at the March 27th meeting.

NEW BUSINESS

Acceptance of resignation – Police Officers Joshua Gagnon & Nicholas Harney

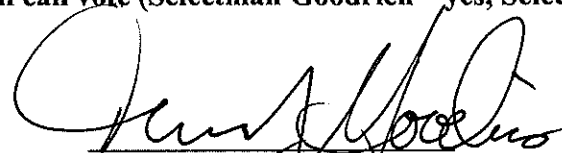
The Board members wished both employees well.

MOTION (Bunnell, Goodrich): Move to accept the resignations of Police Officer Joshua Gagnon effective February 25, 2023 and Police Officer Nicholas Harney effective February 28, 2023. Roll call vote (Selectman Goodrich – yes, Selectman Bunnell – yes).

Board signed warrants.

Having no further business, Selectman Bunnell made a motion and Selectman Goodrich seconded the motion and the Board unanimously voted to adjourn at 7:58pm. **Roll call vote (Selectman Goodrich – yes, Selectman Bunnell – yes).**

8/21/23
Date Approved


Theresa J. Goodrich, Chairman

Materials Referenced: Temporary Food Establishment Permit application and documents & Application for a Section 14 Special Alcohol Service license application and documents received in the BoS/BoH office from Kimberly Craig of Hanna Devine's restaurant; Document titled Regional Public Safety Answering Point and Regional Secondary Public Safety Answering Point and Regional Emergency Communications Center Development Grant Guidelines Fiscal Year 2024 submitted to the BOS office from Director Gentile; Proposed Sewer Rate Increase: Public Hearing documents; ARPA Funds Excel tracking sheet updated by TA Breault dated 2.6.2023; FY24 Budget Excel document titled "nbFEB13 FY'24 ACTUAL BUDGET (VADAR) 20230213", SVRHT FY24 approved rates, two letters of resignation from the Police department.