

BOARD OF SELECTMEN MEETING
MONDAY, NOVEMBER 1, 2021 6:00P.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 20 of the Acts of 2021 signed by the Governor on June 16, 2021.

PHYSICALLY PRESENT: Chairman Robert J. Boilard , 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 7:03 PM

NOT PRESENT: Selectman Carolyn F. Brennan

PLEDGE OF ALLEGIANCE

Chairman Boilard asked all to join the Selectmen in saying the Pledge of Allegiance. He then stated the following “In accordance with Mass. General Law Chapter 30(A), section 20, and in accordance with Chapter 20 of the Acts of 2021 signed by the Governor on June 16, 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”. No one announced they were recording the meeting.

CONSENT AGENDA:

Consent Agenda Items for November 1, 2021, “W” indicates request of Waiver of Fees for Non-Profit:

LICENSING AND OTHER APPROVALS

Application for a Temporary Food Establishment Permit – David Pandolfi dba The Kettle Corner

- Lacrosse Tournament at MRHS, 621 Main Street – 11/6/21 & 11/7/21

Application for a Temporary Food Establishment Permit – Dan J. Puza dba North Elm Butcher Block

- Lacrosse Tournament at MRHS, 621 Main Street – 11/6/21 & 11/7/21

Request to Place Banners or Signs – Rotary Club of Wilbraham - Hampden

- Signs for 12/5/21 Holiday Tree Lighting at Gazebo Park – 11/21/21 through 12/6/21

Request for Use of Public Property for Special Events – Rotary Club of Wilbraham - Hampden

- Holiday Tree Lighting event at Gazebo Park - 12/5/21

Application for Public Entertainment on Sunday License (one day) - Rotary Club of Wilbraham – Hampden (W)

- Holiday Tree Lighting event at Gazebo Park - 12/5/21 None

Request to Place Banners or Signs – Hampden-Wilbraham Regional School District

- Signs for 11/8/21 Strategic Planning Community Conversation – 11/2/21 through 11/9/21

MEETING MINUTES

None.

MOTION (Goodrich, Boilard): 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. Approved (2-0).

Materials Referenced: B. Sperry of the Wilbraham-Hampden Rotary Club had delivered the following to the BoS office: Application for Sunday Entertainment (one day), Request for Use of Public Property, Request to Place Signs or Banners application and Workers Compensation Insurance Affidavit. D. Pandolfi submitted an application for Temporary Food Establishment and related application documents received by the BoS office on 10.25.2021. HWRSD's G. Kahn submitted a Request to Place Banners or Signs application to the BoS office via email on 10.28.2021. Application for a Temporary Food Establishment Permit and related application documents submitted to the BoS office via email from North Elm Butcher Block received 10.26.21.

Mr. Sperry of the Rotary Club of Wilbraham – Hampden invited the Board members to attend and speak at the Tree Lighting on December 5, 2021 from 430p-630pm. Santa arrives at approximately 5pm.

APPOINTMENTS WITH THE BOARD

7:05 pm – Public Hearing: Application for a Transfer of Liquor License, Pledge of License and Pledge of Inventory - Pinky Krishna, Inc. dba Wilbraham Liquors, 2771 Boston Road

Chairman Boilard opened the public hearing at 7:07pm. Attorney Larry Levine was present in person representing Pinky Krishna Inc. dba Wilbraham Liquors' liquor license transfer application. Atty. Levine stated that the errors presented in the application that was approved by the Local Licensing Authority on August 30, 2021 noted by the ABCC have since been corrected. The public hearing notice was reposted and re-advertised properly. This application is for a Transfer of Liquor License, Pledge of License and Pledge of Inventory for an all alcoholic package store liquor license located at 2771 Boston Road. No comments or questions from the audience were voiced.

MOTION (Goodrich, Boilard): Move to approve the application for the transfer of a Section 15 All Alcoholic Beverages license submitted by Pinky Krishna, Inc. dba Wilbraham Liquors, located at 2771 Boston Road, Wilbraham for the transfer of the license, a pledge of license and a pledge of inventory, with Tejendra Patel as the Manager of Record and to forward said application to the Alcohol Beverages Control Commission for reconsideration and approval. Approved (2-0).

The public hearing was closed at 7:14pm.

Materials referenced: Original Liquor License application documents presented for the 8.30.2021 public hearing, Application corrections documents submitted to the BoS office (hard copy) received by US Mail 10.7.2021, public hearing legal notice posting with the Town Clerk on 10.8.2021, and Licensing Authority Certification for signature upon the Board's approval of this application for reconsideration by the ABCC.

7:10 pm - Dave Nicoll, President, CCW: Outstanding Liquor License Matters and Renewal Process

CCW President Dave Nicoll was present in person. As of the Selectmen's meeting on October 4, 2021 meeting that CCW President Nicoll attended, all application information was submitted but there were outstanding account errors with ADP. CCW President Nicoll confirmed that the information has since been corrected. The current food vendor, 3 Guys Catering, on site is very engaged in making this process successful.

TA Breault noted that CCW Manager and DBA are still not corrected on the liquor license and asked the Board to consider if it will renew the license in December for 2022 as it is now. CCW President Nicoll committed to provide weekly updates to the Selectmen's office about the progress on this matter. CCW intends to present one application with all of the requested liquor license changes.

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

Town Administrator's Report

TA Breault announced that police promotion interviews are scheduled to take place on November 9, 2021 at 6pm.

Board of Selectmen Updates

Selectman Goodrich stated that there is a HWRS Strategic Planning community meeting on Monday, November 8, 2021 at Minnechaug at 6pm and they are seeking community participation.

Chairman Boilard stated that he was happy to see busy Halloween activities in local neighborhoods and thanked the Wilbraham Police Department for the oversight.

Citizens Open Forum

None.

OLD BUSINESS

FY23 Budget Memo

TA Breault stated that he put a draft of the FY23 Budget Memo in the Board's folder for review tonight. He will send it to Department Heads next Wednesday. The memo notes 1% for expenses and a request for narratives.

Materials Referenced: Draft of FY23 Budget Memo to Department Heads for FY23 Budget Presentation presented by TA Breault.

Letter of Support: MA Crumbling Foundations

The Board supports the MA Crumbling Foundations request for a draft letter for signature next Tuesday.

Authorization to hire a Heavy Equipment Operator (1)

It was confirmed that this is a replacement hire.

MOTION (Goodrich, Boilard): Move to authorize the hire of one Heavy Equipment Operator. Approved (2-0).

Authorization to hire DPW Workers (2)

It was confirmed that these are replacement hires.

MOTION (Goodrich, Boilard): Move to authorize the hire of two DPW Workers. Approved (2-0).

NEW BUSINESS

Special Municipal Employees

TA Breault explained that he is working on refining the Town's current list of Special Employees to make sure that it matches the State's files. There will be votes forthcoming to the Board once more information confirmed. Special Municipal Employees were defined.

2022 Liquor License Commitment approval

The Board reviewed the overall 2022 liquor license commitment for the 21 establishments in Town.

MOTION (Goodrich, Boilard): Move to approve the All Alcohol Licensing Collection Commitment, totaling \$37,700.00, as listed in a memo to be presented to the Collector's Office upon approval dated November 1, 2021, from Heather Kmelius, Administrative Assistant to the Board of Selectmen and Town Administrator. Approved (2-0).

Materials Referenced: Collection Commitment 2022 ABCC Licensing prepared by Admin Asst H. Kmelius dated 11.1.2021.

Senior Citizen Volunteer Service & Tax Abatement Program

Selectmen Goodrich confirmed that there is active participation in the Tax Abatement Program for Seniors annually and that all of the positions are usually filled.

MOTION (Goodrich, Boilard): Move to approve in accordance with MGL Chapter 59 Section 5K, 17 positions under the Senior Tax Work Off Program and commit \$25,500 from the Overlay Account for abatement of real estate taxes from Fiscal Year 2023. Approved (2-0).

Materials Referenced: Memo to the BoS from HR Coord. H. Dane dated 10.28.21 re: Senior Tax Work Off Abatement Program.

Having no further business, Selectman Goodrich made a motion to adjourn the meeting and Chairman Boilard seconded the motion. The Board unanimously voted to adjourn at 7:32 PM.



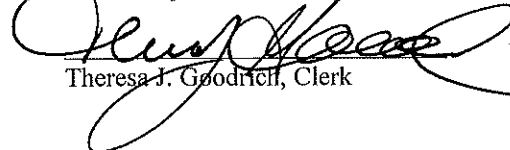
Heather Kmelius
Administrative Assistant to the BoS/TA



Robert J. Boilard, Chairman



Carolyn F. Brennan, Vice Chairman



Theresa J. Goodrich, Clerk