

Select Board
March 11, 2024
Meeting Minutes

Public present: C. DeFalco, T. Cofske, T. Pina, M. Egan, Chief W. Beaudry, R. Blomgren, E. Pittsinger, D. Gran, C. Jambora, J. Freeman
Members present: M. Kelly, G. Adams, A. Bercovici, A. Soto, P. Vandal

Chair M. Kelly called the meeting to order at 5:00 p.m. All in attendance stood for the Pledge of Allegiance. M. Kelly announced that the meeting is being recorded.

New Business

TERVA Corporation – Preview of Public Informational Presentation to Select Board Regarding Options for Future Town Offices

T. Pina ran through the TERVA presentation for the upcoming informational sessions on March 25th and April 1st. The presentation was not finalized but intended as a discussion with the Select Board about what was to be included. Two straw polls will be conducted as part of the presentation at the informational sessions. T. Pina reiterated that the purpose was to select an option for the project in order to get an exact estimate to use for funding. The topic of the tax burden on the taxpayer was discussed, concluding that until an option and the method of financing were decided upon a meaningful number could not be reached. M. Kelly concluded saying he was unsure if the fourth option [the Palmer Road property] was still on the table.

TERVA Corporation – Contract Amendment in the Amount of \$5,000.00

The Board discussed an amendment for \$5,000 for the work TERVA is doing for the Palmer Road option for the municipal offices project. M. Kelly would like to earmark money to pay for what has been spent so far on the Palmer Road property and see from there. P. Vandal thought it was a lot for project that may not transpire and the Board should table it. T. Pina said TERVA was already about \$3,000 in. G. Adams said the Board should earmark those funds and if nothing comes of the building then TERVA can just send the Board an invoice for the work they've already done.

MOTION: G. Adams, to approve the amount up to \$5000 earmarked for TERVA Corporation for the Contract Amendment for the Property 74 Palmer Road.

SECOND: A. Bercovici

VOTE: ALL IN FAVOR

Meeting Minutes



MOTION: G. Adams, to accept the meeting minutes from the Select Board meeting from February 26, 2024 minutes.

SECOND: A. Bercovici

VOTE: ALL IN FAVOR

Appointments

James P. Galeas – Patrol Officer (Part-Time)

Chief W. Beaudry discussed appointing James P. Galeas as a part-time patrol officer, explaining that he is currently a Hampden police officer and needs more hours to complete his Bridge. P. Vandal said that it would be nice for appointees to come to the meeting. Chief W. Beaudry said that was his fault for not inviting J. Galeas and that he would in the future.

MOTION: G. Adams, to appoint James P. Galeas from West Springfield, MA as a part-time patrol officer for the Brimfield Police Department at starting pay \$25/hour.

SECOND: A. Soto

VOTE: ALL IN FAVOR

New Business

Senior Center Lease Renewal

D. Gran spoke on behalf of the church, explaining that the increase in the lease was a product of the Senior Center's use in comparison to that of all other programs and the cost of operating expenses today. P. Vandal thought the increase was too large. P. Vandal added that the Brimfield seniors need and place and love going there. M. Kelly asked if there was any discussion about increasing the lease at a graduated level. D. Gran said there had not been but that she could go back to the council and have a conversation about it. M. Kelly brought up tabling the discussion pending a response back from the council. P. Vandal expressed a desire to see figures on expenses from the past two years. A. Bercovici added that expenses rise for everyone but that it seemed like a particularly large increase. G. Adams confirmed that the new lease number was \$22,540, from the previous amount of \$16,460. A. Soto said that what the Congregational Church gives back to the community is priceless. A. Soto said that they should vote on the matter tonight.

MOTION: A. Soto, to enter into an agreement with the First Congregational Church with the Senior Center for the amount that they're asking.

SECOND: A. Bercovici

VOTE: A. Bercovici—I, A. Soto—I, P. Vandal—No, M. Kelly—I

ABSTAIN: G. Adams

FY2025 Budget Reviews

Council On Aging

E. Pittsinger went over the FY2025 budget for the Council on Aging. The Council on Aging is accepting the 4% recommended by the Finance Committee. There is a 37% increase in rent and the expense budget will be up as a result. Snow removal, which comes through the Congregational Church, went from \$110 to \$300. The Congregational Church hires people who plow. The Highway Department does salting and sanding. The van is not due until next year on the capital plan. E. Pittsinger recommended leaving it at \$3800 for now and if something major were to go, it will be addressed then. M. Kelly commented that there was not a lot of snow removal this year. E. Pittsinger specified plowing was only needed three (3) times.

M. Kelly said the Finance Committee will go over the budget but ultimately it will be decided on the Town Floor. This review is for the Select Board to be in the loop on what is being spent and what the increases are.

E. Pittsinger asked if benchmarking had come through. T. Cofske replied there was a rough draft and she would be meeting with Town Accountant M. Arsenault tomorrow. T. Cofske added that some of the pay rates looked incorrect and M. Arsenault would be confirming them. When correct numbers were plugged in, the draft report would be deceminated to the Finance Committee and Select Board. T. Cofske asked if the Board wanted the benchmarking deceminated to all department heads. M. Kelly said yes, send it to everyone. The Board agreed. No action was required.

Pursuant to 301 CMR 51.07(2) Announcement – Department of Conservation and Recreation

G. Adams read the announcement into the record. The statement read as follows:

The Commonwealth of Massachusetts, acting through its Department of Conservation and Recreation (DCR) has under consideration the acquisition of an interest in approximately 10 acres of land, or other property interest therein, in the Town of Brimfield. The property is currently a vacant wooded lot with a woods road along the southern boundary. The proposed use for the property will be adding to open space acreage to the adjacent Brimfield State Forest. Attached is a locus map marked "Exhibit A" which shows the property in which DCR is interested.

The applicable regulations require the disclosure of the Commonwealth's reasons for the proposed land acquisition at a public meeting held in the city or town in which such real property is located. To comply with this requirement, the Board must announce that the Commonwealth is considering this acquisition for the above-stated purposes at a regularly scheduled meeting. The board does not need to take any formal action on its part. We simply document the announcement in the Board's meeting minutes and send DCR the signed Certificate of Announcement pursuant to 301 CMR 51.07(2).

T. Cofske said the certificate of announcement needed to be executed by the chair. A. Soto asked if the town owned the property. T. Cofske said DCR is considering purchasing it from a private owner. No action was taken.

2024 Annual Flea Market Owner/Operator License:

Quaker Acres

MOTION: A. Soto, to sign the 2024 Annual Flea Market Owner/Operator License for Quaker Acres.

SECOND: A. Bercovici

VOTE: ALL IN FAVOR

ABSTAIN: M. Kelly

Special and One Day Liquor License:

CT Yankee Popcorn (2024 Brimfield Flea Market – May, July & September Shows)

MOTION: A. Soto, to sign the Special and One Day Liquor License for CT Yankee Popcorn.

SECOND: A. Bercovici

VOTE: ALL IN FAVOR

ABSTAIN: M. Kelly

Collins Electric – Panic Button Proposal for Town Offices in the Amount of \$11,970.00

M. Kelly explained that the panic buttons are for town offices with access to the public and that there have been incidents in the past that have led to considering getting panic buttons. T. Cofske said this proposal encompassed all offices. M. Egan asked the Board if the system was a network or wireless. G. Adams said it was wireless and could be moved to a new building. G. Adams asked if the buttons could be paid for with ARPA funds. M. Kelly said it was important to see where they are at with those funds because there was still a big project to pay for with them. G. Adams wondered if the Board should get buttons for all offices or just for key positions. A. Soto brought up that they offer a sense of security. M. Kelly said he wanted the Board to see the numbers. M. Kelly went on that the Board should see what they have for ARPA funds and then give some thought to what the most necessary locations would be. M. Kelly proposed putting the matter on the agenda for the next meeting. No action was taken.

Canon Solutions America, Inc. – Lease Agreement for Copier/Scanner/Printer (Color ImageClass X MF1538C in the \$150/Quarterly for Term of 5 Years)

T. Cofske explained to the Board how important it would be to have a copier on the second floor for the upstairs offices in the Town Hall Annex. The copier would be smaller but similar to the one on the first floor. It would be more efficient for the Treasurer-Collector, Conservation, Planning, and Select Board Clerk to no longer be going up and down the stairs to the copier. Congestion at the downstairs copier would also be avoided and less would be spent on the lease than for ink on individual printers.

The Treasurer-Collector M. Goodrich sat down with the Canon rep and went over the volume of use for the upstairs offices. The lease would be for five (5) years, billed quarterly at \$150, and is inclusive of toner. Supplies will be sent automatically. There is also the option to go to \$70 for three (3) years but the lifespan of the machine is well over three years.

A. Bercovici asked who has the contract on the current machine. T. Cofske replied the Select Board does and added that the new machine would be a smaller model so the lease would be less than the one downstairs. G. Adams added that a new machine was discussed when the Treasurer-Collector was hired and came up again at the department head IT meeting. M. Kelly said it would relieve pressure on current machine.

MOTION: G. Adams, to enter into lease agreement for a copier/scanner/printer with Canon Solutions America, Inc. for a ColorImage Class X MF1538C in the \$150/Quarterly for the 5 Year Term.

SECOND: A. Bercovici

VOTE: ALL IN FAVOR

G. Adams mentioned that the town-wide cleanup this year would be on Saturday April 13th and the Board of Health is aware of it. A. Bercovici announced the next meeting will be March 18th at 5:00 P.M. A. Soto asked who will be picking up the trash at the cleanup. G. Adams said there will be emails about it but it was all going to public works. The Board of Health will providing two 30-yard dumspters.

ADJOURNMENT

MOTION: A. Soto, to adjourn the meeting.

SECOND: G. Adams

VOTE: ALL IN FAVOR

The meeting adjourned at 6:23 P.M.

Respectfully submitted by Christopher DeFalco

A handwritten signature in black ink, appearing to read "Martin J. Kelly", with a long horizontal line extending to the right.

Martin J. Kelly, Chairperson

MEETING MATERIALS:

- Updated Posting 3-11-2024
- Meeting Minutes February 26th

- TERVA Corporation Contract Amendment
- Senior Center Lease Renewal
- Council On Aging FY2025 Budget
- DCR – Certificate Of Announcement Pursuant to 301 CMR 51.07(2)
- Collins Electric Panic Button Proposal
- Canon Solutions America, Inc. Copier Lease Agreement