BOARD OF SELECTMEN

P.O. Box 372
West Brookfield, Massachusetts 01585

BOARD OF SELECTMEN
MEETING MINUTES - AUGUST 8, 2023 – 6:00 PM

PRESENT: Mr. Roland Sickenberger; Chair, Mr. Eric von Bleicken; Vice-Chair, Mr. Brad Merkel, Clerk and Mr. Ronald San Angelo, Town Administrator

ATTENDEES: Police Chief Nathan Hagglund, Fire Chief Richard Lapierre, Mr. David Brown, Mrs. Mary Beth Czaja, Mr. Paul Lapenas, Ms. Pamela Gemme and Mr. Steven Rust

CALL MEETING TO ORDER IN OPEN SESSION at 6 PM

At the request of the Town Administrator, agenda item #2 was taken out of order:

1. Discussion and possible creation of a Public Safety Complex Committee – Possible Vote.
   Mr. San Angelo provided a draft of his vision to the Board for the possible creation of a Public Safety Building Committee. This committee would be the first step in a process in then creating a building committee. Mr. San Angelo suggested that the committee be comprised of the Police & Fire Chiefs, and one member each of the Board of Selectmen, Advisory Committee, Capital Planning Committee, Planning Board and one Citizen at Large. A discussion took place regarding the consideration of additional members of the community. After a discussion, the following motion was made:
   Motion to create a Public Safety Complex Committee comprised of the Police & Fire Chiefs, one member each of the Board of Selectmen, Advisory Committee, Capital Planning Committee, Planning Board and three (3) Citizens at Large made by Mr. Mr. von Bleicken; second: Mr. Merkel - unanimous.

2. Chief Nathan Hagglund – Policy & Procedures- Vote Expected
   a. ***Motion to approve 4.24C Electronic Control Weapons***
   b. ***Motion to approve 5.03 Motor Vehicle Inventory***
   c. ***Motion to approve 1.11 Arrests.***
   d. ***Motion to approve 1.08 Warrantless Searches and Seizures***

   Prior to this evening, Chief Hagglund presented the Board members with the above proposed Policy & Procedures for consideration to approve. All policies meet the accreditation standards as required. Mr. Merkel, who is a Police Officer stated that he reviewed them, and all were standard. With no further discussion, the following motion was made:
   Motion to approve the Policy & Procedure 4.24C, Electronic Control Weapons, 5.03 Motor Vehicle Inventory, 1.11 Arrests and 1.08 Warrantless Searches and Seizures made by Mr. Merkel; second: Mr. von Bleicken – unanimous.

3. Solitude Solutions – Contract for Lake Treatment – Vote Expected – ***Note: Amended Agenda Item***
   This contract was previously held with the Board of Health, however absent of a vote of town meeting, all contracts should be approved and signed by the Board of Selectmen or their delegate. This work is standard work that is overseen by the Lake Wickaboag Preservation Association and the Board of Health. With no further discussion or concerns the following motion was made:

Motion to approve the contract with Solitude Solutions and to further allow the Town Administrator to sign on behalf of the town made by Mr. von Bleicken; second: Mr. Merkel – unanimous.

4. Authorization by the Board of Selectmen to allow the Town Administrator to sign contracts – Vote Expected.
This request by the Town Administrator is to allow him to sign all contracts approved by the Board of Selectmen as a matter of practicality. Mr. San Angelo is in the office every day, and this approval will help expedite paperwork. With no issues raised by the board, the following motion was made:
Motion to allow the Town Administrator to sign all contracts approved by the Board of Selectmen made by Mr. von Bleicken; second: Mr. Merkel – unanimous.

5. MassDOT Project – Legal Fees and Title Work – Vote Expected
This matter was discussed during the spring budget season; however, funds were not added into the FY 24 budget therefore Mr. San Angelo recommended taking a portion of the ARPA funds to cover the cost. With no objections, the following motion was made:
Motion to utilize $20,197 of ARPA funds to fund legal fees and title work for the Route 9 Project made by Mr. von Bleicken; second: Mr. Markel – unanimous. (Note: Mr. Merkel requested a breakdown of the funds expended from ARPA to date)

6. Jim Daley – Above & Beyond Recipient - TABLED

7. Town Hall Stairs – Vote Expected
The stair covering in the Town Hall is overdue for repairs and is cause for unnecessary liability. Mr. San Angelo received a quote for the repairs to fix all stairs. With all members in agreement, the following motion was made;
M***otion to expend Town Hall Maintenance funds for the repair of the stairs/treads in Town Hall in the amount of $6,370.00 made by Mr. von Bleicken; second: Mr. Merkel – unanimous.***

8. Appointments – ***Motion to appoint the following individuals as presented on Attachment B made by Mr. von Bleicken; second: Mr. Merkel – unanimous.***

9. Town Administrators Report

Mr. San Angelo provided an update on Ring Central in which the office now has access to the Admin Portal so work continues with researching the best system for town hall. The website committee has narrowed down the possible vendors to two and the committee will be meeting soon to make a choice which will be presented to the Board of Selectmen for consideration.

Also, a follow up discussion on the future use of the decommissioned police vehicle. Mr. San Angelo requested that the board consider its options, (i.e., scrap, detail vehicle, employee use-during the day only). There is little value to the car (approximately $1K). Mr. Merkel would like to see it be used as a detail car. Mr. Sickenberger recommended that since there was a considerable amount of discussion from the public, that this matter be placed on an upcoming agenda for final disposition.

Quaboag Historical Building – Town Meeting approved a long-term lease for 99 years. This will require and RFP to be sent out. Mr. San Angelo is working with Amy Dugas and will meet with her in the upcoming weeks.

10. Meeting Minutes of July 25, 2023, for approval – Vote Expected
Motion to approve the Minutes of July 25, 2023, as written made by Mr. Merkel; second: Mr. von Bleicken - unanimous.

11. Treasury Warrants for approval – Vote Expected
Motion to approve and sign Warrant No. 24 P#3 dated August 10, 2023, in the amount of $77,298.45 made by Mr. von Bleicken; second: Mr. Merkel – unanimous.

12. Comments & Concerns
Resident Steve Rust addressed the Board this evening to see if he can rent the Great Hall for a wedding reception in October. He anticipates that approximately one hundred or so guests will be in attendance. They would also like to have a BYOB, to which a One-day Pour License will need to be issued. The office will need to check into a few different matters prior to any approvals.

13. Next Regular Meeting Date: August 22, 2023 – 6 PM

14. Adjourn – Motion to Adjourn made by Mr. von Bleicken; second: Mr. Merkel – unanimous at 7:30 PM

Respectfully submitted,

Rebecca Acerra

Rebecca Acerra, Exec. Asst. to the
Board of Selectmen/TA

Brad Merkel, Clerk

8-22-23

Date Approved

BOARD OF SELECTMEN MEETING – AUGUST 8, 2023
AGENDA ITEM #8 – ATTACHMENT B

DEPARTMENT/BOARD/COMMITTEE	NAME	TERM
CULTURAL COUNCIL	Pamela Gemme	UNITL JUNE 30, 2024
TOWN CLERK – ELECTION WORKERS	Christopher A. Frazier	UNTIL JUNE 30, 2024
	Cynthia L. Paquette	UNTIL JUNE 30, 2024
	Tracy Crane	UNTIL JUNE 30, 2024
WHITE CHRISTMAS	Amanda Wodyga, Chair	UNTIL JUNE 30, 2026
	Melannie Waugh, Treasurer	UNTIL JUNE 30, 2025
	Heather Gough, Secretary	UNTIL JUNE 30, 2024