Regular Session Meeting Minutes for Tuesday, April 23, 2019

Call to Order
The meeting was called to order by Diane at 6:30pm.

Accept Minutes
Minutes from the 4/9/19 meeting were reviewed.

• Motion by Philip to accept the meeting minutes from the 4/9/19 meeting. Motion seconded by Daniel. The Board voted unanimously. Motion carried.

Personnel/Appointments
Deb noted that Philip Goodman withdrew his resignation. Discussion on letter to Teri Roberts dated 4/17/19 with respect to the transfer of the signatory authority to Naomi. Deb noted she secured the appointment letter from the Town Clerk which Naomi needs to provide the bank. Diane read the resignation letter provided to the Board on 4/16/2019 by Demitria Wrobel. Deb to draft thank you letter for her service.

• Motion by Philip to accept Demitria Wrobel’s resignation letter. Motion seconded by Daniel. The Board voted unanimously. Motion carried.

Harbormaster
Joe Borlikoski discussed the desire and need to have an assistant harbormaster. He provided a description of the duties and responsibilities of the Town harbormaster, which would be the same for an assistant harbormaster. The position would be a volunteer position. Joe desired to have an assistant in place by Memorial Day. Philip indicated to Joe that the position would have to be posted to be fair to all potential candidates, even though it is a volunteer position. Diane to review the position description provided by Joe and modify it accordingly for posting on the Town website.

• Motion by Daniel to post a position for an assistant harbormaster. Motion seconded by Philip. The Board voted unanimously. Motion carried.

Joe also discussed fishing derby procedure. He said he has an agreement with the State that we can deny any derby occurring between Memorial Day and Labor Day due to limited parking spots and normal boat traffic on the lake. Joe to provide Board a copy of this agreement.

Symbiont Energy Presentation
Presentation by Symbiont Energy. Chris Olsen, Principal Project Development and Peter DeFazio, Managing Principal provided handouts. The company’s focus is on using under-utilized land, such as capped landfills, for solar projects. They are against clear-cutting land for solar projects. They are working on a project on a capped landfill in North Brookfield. They are aware of the National Grid delay to study project impacts. Daniel showed Chris and Peter the Town’s bylaws with respect to solar projects with particular focus the up-front cash the Town would require before a building permit would be issued. Symbiont Energy will put together a proposal for the Town’s review, based on the
discussed information. The Board reminded Symbiont that the Town couldn’t entertain any proposal from any company until a decision is made on the use of our capped landfill and any project would have to go out to bid.

**Liability Insurance for Vendors**

Deb provided information from Berry Insurance with recommended coverages for a vendor’s liability insurance when using Town facilities. Deb to follow up with Sarah Allen and obtain a list of vendors signed up to use the Town Hall Great Hall. Deb to draft a letter to the boy scouts asking for a copy of their liability insurance policy.

**Permits/One-Day Licenses - tabled until 5/7/19 meeting**

**FY20 Budgets**

Discussion with members of the advisory committee who joined our meeting (Brad & Lori). They informed the Board that the advisory committee is almost done speaking with the departments. Deb will continue to update the master template based on information received from the advisory committee.

**Correspondence - tabled until 5/7/19 meeting**

**New Business**

Deb mentioned that Donna recommended the New Officials Finance Forum presented by the DLS/MA DOR for Deb, Naomi, and Daniel. Deb expressed her interest in attending. Deb will ask Naomi if she is interested in attending.

Deb noted that Margaret Hannigan, a Town resident, asked permission to plant garden items on Town owned property near her home on Lake Shore Drive. Deb was informed by the Board that permission was granted. Deb will call Ms. Hannigan to inform her of the Board’s decision.

Municipal warrants were signed by Board members.

**Meeting Adjourns**

- **Motion** by Philip to adjourn meeting. **Motion seconded** by Daniel. The Board voted unanimously. Motion carried. Meeting was adjourned at 8:32pm.

**Respectfully submitted:**

Diane Vayda, Chairman Philip Landine, Vice-Chairman Daniel Bigda, Clerk

**These minutes were approved and accepted at the 05/07/2019 Selectmen meeting**