

Members present: Christopher A. Rucho Patrick J. Crowley  
Siobhan M. Bohnson John W. Hadley  
Barur R. Rajeshkumar

Mr. Rucho convened the meeting at 7:00 p.m.

**PUBLIC COMMENT – 7:05PM:**

David Femia, Chairman of the Zoning Board of Appeals joined the Board to report that back in April the ZBA applied to Mass Housing Partnership for local preference on the 92 North Main Street Project and we received word that we did get approval for 70%. In June Mr. Ali will have the lottery for Building C, the project is going very well and the building inspector has been keeping the ZBA updated on the project. Mr. Ali hopes to have people occupying Building C in September and as soon as details are available the town will be doing extensive marketing. Mr. Crowley asked if we do not get 14 applicants does the local preference go away. Mr. Femia states no, it does not go away. It is for anybody who either lives or works in the town. He added that Mr. Ali will be in attendance at the ZBA meeting tomorrow night and he will be getting pamphlets on what the apartments will look like. Mr. Crowley asked if we do not have 14 people interested in the low income units, do they get opened up to the general public. Ms. Scheipers advised that they do. If we do not have 14 people it will then be opened up to other people after the first lottery. Ms. Bohnson questioned how many of each there are. Mr. Femia reports that Building C has one and two bedrooms, Building B is all two bedrooms and Building A is two and three bedrooms.

**APPROVAL OF MEETING MINUTES:**

Motion Mr. Hadley to approve the regular session meeting minutes from April 5, 2017, seconded by Mr. Crowley. Vote on the motion, Messrs. Rucho, Rajeshkumar, Crowley and Hadley yes, Ms. Bohnson abstains as she was not present.

**Review and Vote to Approve Warrants for the Period Covering April 6, 2017 through April 19, 2017: Payroll Warrant Fy2017 #20 & Payable Warrants for the Town Fy2017 #41, & #42, Sewer Enterprise Warrant Fy2017 SE-20 & SE-21 and Municipal Light Plant Warrant #21, School Warrant #15**

Motion Mr. Crowley to approve the warrants as noted, seconded by Mr. Rajeshkumar, all in favor.

**NEW BUSINESS:**

1.Consider request from Aletheia Grotto for a one-day liquor license for BBQ fundraiser and cigar event on May 20, 2017 from 1-6 pm at the rear of Boylston Masonic Lodge, 12 Church Street

Lenny Dattis from Aletheia Grotto joined the Board. He states that that this is their second annual BBQ fundraiser and cigar event, last years' was very successful and they donated the proceeds to the Boy Scouts and the Dyslexia Association of Worcester. All the required paperwork was submitted and approvals were provided by the various town departments.

Motion Mr. Hadley to approve the request, second by Mr. Crowley, all in favor.

2.Consider request for permission to place portable restroom on Town Common at the intersection of Church & Newton Streets from May 26<sup>th</sup> to May 30<sup>th</sup> for Memorial Day Parade

Motion Mr. Crowley to approve, second Ms. Bohnson all in favor.

3.Consider request from Treasurer/Collector to authorize Assistant Treasurer Linda Ritter and Assistant Tax Collector Janice Ash as alternate signatories for the purpose of approving payrolls/vouchers/invoices in the absence of the Treasurer/Collector

Motion Mr. Hadley to approve, second Mr. Rajeshkumar, all in favor.

4.Recognize the acceptance of the following donations for the Bandstand Committee and to approve expenditure of these funds for general purposes: \$250 from The Manor Restaurant, \$250 from Menard's Auto Body, \$250 from Miles Funeral Home, \$250 from Fay Brothers Funeral Home and \$250 from Bill's Taxi Service

Motion Mr. Hadley to accept, second Mr. Crowley, all in favor.

### **TOWN ADMINISTRATOR'S BUDGET REPORT**

Ms. Scheipers states that she will provide an overview of revenues, budget assumptions being made and then go into the details of the omnibus budget, the sewer budget, capital items are being reviewed by the CIB and the warrant articles which have been submitted.

For revenue projections, we start with the FY17 property tax levy which is \$15,893,760 and we are allowed to increase that by 2-½%, which is an additional \$397,344. To that we are allowed to add in new tax levy reserves from new construction which is provided by RRG, our regional assessor and they estimate the figure to be \$115,000. To that we add in revenue we get from debt exclusion borrowing which is \$459,064 and take out the overlay requested by the Board of Assessors which is \$100,000. We will have available revenue of \$16,765,168. To that we add local aid and we received \$3,887,458. That is the Governor's budget. Then we take out assessments in the amount of \$506,484. Local net is \$3,380,974. We add in additional funds which include transfers from Free Cash, ambulance revenue, Holden Hospital funds, ban premiums and money from charter schools. \$704,066, local receipts and excise tax \$2,510,000 for a total available of \$23,360,208.

Ms. Bohnson questioned if the Assessors' overlay is the same figure every year. Ms. Scheipers advised that the figure is close to the average. People are still responding to their property values. Mr. Crowley asked what the total house receipts were in the house budget. Ms. Scheipers states it is very close. For the past five years the house and senate numbers would be about \$15,000 less charged to us on the second part of the Cherry Sheet and if that happened we will have an extra \$15,000 if we need it.

Revenue assumptions based on Governor's budget. We will use 1% of our Free Cash in accordance with our policy on local receipts we will maintain a very conservative number on that. Any time we increase that number we have to provide a strong rational to DOR. If it were to come in higher it means more Free Cash at the end of the year. The operating budget has a number of categories. General Government includes town hall offices and we are looking at a 6.5% increase due to the fact that we have to include public access TV in the budget. Public Safety will increase by 1.1% and part of the reason we can keep it at that level is because of the savings of going with regional dispatch. Education will increase by 3.3%, Public Works 2.2%, and Human Services by 16.9%. The 16.9% seems like a lot of money, however, it is only \$33,000 as we will be budgeting the Veterans' Service Officer's line item appropriately for the veterans in town and we will reinstate the modest salary given to our Veterans' Service Officer. Culture & Recreation will increase by 4.5% and Fixed Expenses will decrease by -1%. This category includes debt principal and interest, long term bonds, various insurances and employees benefits, increased assessments to the regional pension system. The recommended budget is at \$23,360,208, which is the same amount as we have available. The benefits provided to Veterans are 75% reimbursable one year later. The category of Culture and Recreation is just the library and does not include the Holy Cross funds, which we have not yet received. Ms.

Crowley asked if those funds will flow through the budget or go through a revolving account. Ms. Scheipers assumes it would be a gift account or flow through the budget from a gift account.

Key budget drivers included a 2% cost of living adjustment for all nonunion employees, our bi-annual OPEB Actuarial Study which is required by the state and due in FY18, WBPA-TV's operating budget now needs to be included in the operating budget, health insurance for employees both active and retirees increased by 5.8% overall an increase which reflects the 7.5% increase. We also have a cushion in the budget for new enrollees and for the January increase for retirees insurance. The school requested \$378,000 over their FY17 budget. The number being recommended is \$5,000 less than that amount and the Superintendent was told that the number would stand as long as our revenue assumptions hold up. Ms. Bohnson asked if the \$135,000 cushion in health insurance is a percentage of about what we usually put in. Ms. Scheipers reports that it is a little less than what we have had in the past. We think with changes in the plans we might have some employees going into a lower level plan. Ms. Bohnson asked if we would have those number before town meeting. Ms. Scheipers thinks we may have a better sense before town meeting. Mr. Crowley questioned how did we go up 2% less than the increase to the plan. Ms. Scheipers states by reducing the cushion. Mr. Hadley asked about the OPEB study. Ms. Scheipers explained that it a requirement of the regional pension statute and an expense every other year. Historically this is how the town has handled that expense. They need to look at our current retirees, current active employees and expect retirement time would be and they make assumptions on retirement expenses for active and retired employee. They require that we adjust our annual assessment and we need to fully fund it by 2035. With OPEB it is just the retirement pension as municipalities do not get social security they get a municipal pension. The change is now we have to do the actuarial study every two years to make sure we are still on target. Mr. Crowley noted that the town created the fund, is not putting any money into it and some communities have assigned certain funds to go directly into the fund. Other key budget drivers include a \$104,000 savings in the communications budget as a result of regionalizing service with Holden. The new fire budget reflects 24-7 coverage with related wages, overtime and cost of living adjustments for call firefighters. The DPW budget reflects the full Director's salary plus the wages of the renegotiated contract. The budget assumes we may need to go to a regional Animal Control Officer system at some point during FY18, our \$1,000 payment to Wachusett Greenways for rail trail maintenance and an 8% increase in our general insurance and an 18.8% increase in our workers compensation insurance which is based on our claims history. The general insurance line item includes \$7,800 for building insurance for the new police station. Ms. Bohnson voiced concern over the 18.8% increase in workers' compensation. Ms. Scheipers advised that it is all claims driven and we had one very large claim which will be on the books for a couple of years. The good news is we have established a Safety Committee who will be reviewing our claims and investigating accidents to see what we can do to reduce those claims.

The Sewer Enterprise Budget is set up so all our sewer billing revenues cover all of the operating expenses. The total budget is \$1,739,561. The concern is the use of Retained Earnings which is why we are doing a survey to see if we need to increase our fees.

Ms. Scheipers reviewed the various categories of the budget.

General Government:

Moderator: this will be level funded **0% increase**

Board of Selectmen: The Other Charges line item will be decreased by \$100 **1.6% decrease**

Town Administrator: We will reduce the purchased service line item and Other Charges line item. **.4% decrease**

Reserve fund: this will be level funded at \$35,000. **0% decrease**

Finance Department: this line item will be decreased as we are decreasing consulting assistance used by the Accountant but allows for an expected increase in the NFP contract which will renew mid-year.

**1.4% decrease**

Town Audit: this line will increase as we have our by-annual fee for actuarial services necessary to comply with GASB 45 reporting requirements. **1% decrease**

Assessors Department: this line item is being reduced as the new Clerk is receiving a lower rate of pay than the previous clerk. **1% decrease**

Treasurer/Tax Collector: This maintains the current level of services for the Treasurer/Tax Collector department and includes funds for tax title enforcement, banking fees, BAN issuance costs for building project, bond issuance costs for the town hall portion of the permanent borrowing and training. **3% increase**

Town Counsel: This line will be level funded at \$80,000. We will break out \$5,000 for more cost effective technical support for housing and land use boards when it is not necessary to have town counsel's assistance. **0% increase**

Computer Services: this budget will be increased to cover our IT service contract, computer maintenance contracts for the following software: GIS, assessing, collections, security and backup applications, financial, permitting and data base, business programs and exchange, cemetery database, telephone, router and problem reporting as well as replacement of desktops, laptops and printers

**3% increase**

Town Clerk: This budget maintains the services provided in the Town Clerk's office for the Town Clerk and the Assistant Town Clerk. **5% increase**

Elections: This covers the cost of the Automark election system/coding and postage increases and the cost of the upcoming, normal scheduled elections plus assumes we will have at least one special election at some point during the fiscal year. **24% increase**

Planning Board: This line helps cover their secretary and posting costs. They will continue to maintain their revolving fund. **2% increase**

Public Safety Building: with the move of the Police Department this budget will be decreased to reflect a slight expected drop in operating expenses. It does set aside once again \$9900 for Municipal Building Maintenance improvements for the building. Once we have just the Fire Department in the building we will have a better sense of how we should budget. **1% decrease**

Town Hall: This covers the hours of the janitor and the consolidated supplies budget. It covers the operational costs of our Town Hall and we also appropriate \$9,900 for building maintenance, similar to other municipal buildings. **0% increase** Mr. Crowley pointed out that if the building maintenance line item is not depleted, the balance transfers into the Municipal Buildings Fund. We will have the balance in that line item for the next meeting.

Town Report: This line will be level funded. **0% increase**

WBPA-TV is a new line item and is mandated by DOR. We are no longer allowed to run revenues through Charter cable TV license into the revolving account they need to have an operating budget part of the omnibus budget which will be funded by a new special revenue account voted at town meeting. The total budget is \$50,550 and will be paid for by the fees we get annually. In the past this was funded through a revolving account and now the money will transfer in so we can use it for the operating budget. If the money is not used it will stay in the revenue account.

Public Safety:

Police Department: It includes a contractual COLA for the officers and new expenses associated with the upkeep of the new police station which will be occupied in the fall. It also includes the cost of a new cruiser via our cruiser replacement plan. **6% increase**

Fire Department: It covers the cost of the new union contract as well as ambulance billing and hospital medical direction services. **5% increase**

Public Safety Communications: FY18 will be our first full year of our regionalized dispatch service with Holden and the budget reflects our assessment and some minor expenses. **37% decrease**

Building Department: This budget funds the building commissioner at 32 hours and a part-time secretary and mileage reimbursements for the inspectors. It is one of those expenses where we found that the actual expenses are trending more than we thought. Mr. Rucho questioned why this department is under the Public Safety section of the budget. The Town Accountant will be asked that question. **9% increase**

Sealer of Weights: This will be level funded to maintain the current contract with the Commonwealth to do the measure tests. The Town does recoup inspection fees for these tests that pay for the contract. **0% increase**

Emergency Management: This budget will be level funded and we are able to supplement this budget with grants. **0% decrease**

Mr. Rucho asked if the Public Safety Building could be included under Public Safety

Animal Control: This line item will be increased with the anticipation of regionalizing the service. **63% increase**

Education: This line item will be **increased by 3.3%**

Public Works: This line item covers streets, parks, road improvements, gasoline for vehicles and \$9,900 for building repairs and maintenance. **1.32% increase**

Snow and Ice Removal: This is the only line item we are allowed by law to deficit spend. However, we are seeing a trend in our increasing reliance on Free Cash so we are trying to increase this amount each year to get us towards our annual average. **3.6% increase**

Street Lighting: This budget will be level funded. The MLP did say that they are hoping that the cost will be reduced next year as we move forward with LED lighting. **0% increase**

Trash Removal & Disposal: This budget is based on the contract. **1.1% increase**

Landfill Monitoring: this cost will now be paid directly by the MLP. **100% decrease**

Cemeteries: This line item pays for the salary of the Cemetery Superintendent and the salaries of the Cemetery Commissioners required by Town Bylaw (which is still listed at \$1). This will increase as we now need to account for overtime for the Cemetery Superintendent position. The Personnel Board determined that the duties of the position make it a non-exempt position. **increase of 19.4%.**

Board of Health: We will continue to zero fund this line item because all of the fees are deposited into their revolving fund which covers the costs of the department. **0% increase**

Council on Aging: This line item will increase and provides staffing of the department, step increases for staff, and keeps the programs running, including meals on wheels and the dial-a-ride program. It does include the costs necessary to rent space at the 127 Hartwell Street building as well as the associated costs. Ms. Scheipers is unable to fund a request by the COA to assume 100% of the costs of the Dining Room Manager that was previously funded through state grants. **6.48% increase**

Veterans Services: This line item is increasing due to the increased need for benefits and reinstating the salary for the Veterans' Services Officer. **26.85% increase**

Library: The proposed level of funding will satisfy the funding requirements for accreditation by the Massachusetts Board of Library Commissioners. It does set aside \$9900 for Municipal Building Maintenance. **4.5% increase**

Arts Council: This line continues to be non-funded. **0% increase**

Debt Service – Principal & Interest/Short term borrowings: This line item will be decreased by 28%

**Intergovernmental**

Regional Planning Assessment: This line item includes the Town's participation in the Central Massachusetts Regional Planning Commission, Wachusett Earthday and paying \$1,000 towards maintenance to Wachusett Greenways for trail maintenance.

Ms. Bohnson questioned whether any of the debt service numbers would change with the police station project. Ms. Scheipers advised that the number is based on advice from our bond advisor.

**Employee Benefits**

Retirement and Pensions: This is a fixed cost of the Town and cannot be lowered in accordance with Chapter 32, Section 22 (7)(c)(ii). Worcester County Retirement Board provides the number the town needs to budget to meet this obligation. **5.2% increase**

Workers Compensation: This is a fixed cost to the Town and is based, in part, by our workers' compensation claim experience. Due to recent claim history and the recommendation of our workers' compensation insurance agent, this line item will be increased by **18.8% increase**

Unemployment Insurance: This is a fixed cost to the Town and is based upon a percentage of the Town's payroll. We will level fund this at \$30,000 for next year. **.0% increase**

Unemployment purchased services: This is a fixed cost to the Town and is used to pay the costs of the Unemployment consultant for the Town. It is an assessment of \$2,500. **.0% increase**

Group Health Insurance: This is a fixed cost to the Town and is the Health Insurance line item for the Town and School employees. This line item will **increase 6% overall**.

OPEB: this line item was zeroed out, the law was changed, and we are no longer obligated to pay other towns for the time employees worked in our community. **100% decrease**

Group Life Insurance: This is a fixed cost to the Town and should not be lowered. It will be level funded - **.0% increase**

Medicare: This is a fixed cost to the Town and is based upon a percentage of the Town's payroll. It is requested that this line item be raised by **3.9% increase**

**General Insurance**

General Insurance: This line item will be increased. It covers all our buildings and contents, vehicles, equipment, bonds for six positions, life insurance policies for our police and fire chiefs (per employment contracts), and our police and fire injured on duty coverage. It also covers funds for our new police station. **8.3% increase**

Self-Insurance Deductible Expenses this is a fixed cost to the town and will be funded at \$3,000.

**ESCO**

The ESCO Purchased Services are funded at \$217,071 for principal and interest in accordance with the 15-year lease amortization schedule. The school pays their portion which is \$201,225.

This preliminary budget, as presented, is balanced. The total budget is projected to be \$23,360,208. Mr. Crowley asked when the budget was being developed, there is still some operating budget money being used to fund debt that could be used under 2-1/2. Ms. Scheipers will get that number for the next meeting. What we are putting within the operating budget is \$108,000 for town hall and \$86,000 for the police station. It was done so the tax bills didn't increase as a result of the police station being built. If we didn't do that the rate would have gone down and then back up. Mr. Crowley thinks there is another \$225,000 or \$250,000 and we could have paid less and the rate would have gone down in between. To keep it level we are paying down more debt.

The list of capital items being requested includes DPW requests for a new utility trailer, one-ton dump with plow and a crack sealing machined. Fire Department requests include replacement of ambulance 2 and replacement of rescue pumper engine 3. The good news on the fire requests is we have the ambulance receipts which cover the cost of the ambulance and the debt coming off from a

road project will be available to allow us to put in the debt for the fire truck and there will be no impact on the tax levy. We have no requests from town hall, the library is looking for \$7,000 for a new phone system, cemetery department is requesting a dump truck with plow and is looking for 15 acres of new cemetery land. The total for all capital being requested is \$1,050,868.00 and the CIB is reviewing all requests.

Ms. Bohnson noted that over the past few years there have been a fair amount of equipment requests from the public works department. DPW Director Vernon Jackson reports that he trailer is old and in poor shape, and the loader is a 1996. He states that the truck will replace the parks truck and the crack sealer machine will pay for itself in two years rather than getting companies to come in to do the crack sealing for us. If we use it ten days a year it will be a two-year pay back. The truck with plow and a trade will cost \$41,000.

Ms. Scheipers reviewed the list of warrant articles thus far. The first three are standard articles, followed by two articles dealing with Personnel. The first will amend the classification list and grade schedule to reflect changes within the Cemetery Department. Article 6 will set the salaries for elected officials, and this year the Town Clerk will be excluded from the list. We also have an article to deal with a retirement situation related to a police officer. We will establish a new Special Revenue Account for WBPA-TV. Article 13 is the debt excluded borrowing for the Senior Center project. Mr. Rucho asked if the list as submitted is the order. Mr. Hadley requested the senior center article be moved up on the list to accommodate seniors who would like to attend town meeting. Other articles include Capital Projects, extend sunset clauses on two previous appropriations, funding for additional wells at the landfill, and the Elder Community Services Program will increase to \$15,000. We have an article for parks maintenance, which is being reviewed by the Chairman of the Park Commission at this time. We have included articles the transfer funds into the Stabilization and Capital Investment Funds and that need is yet to be determined. The Cemetery Trustees have asked for a transfer of funds from their Sale of Lots Account. We also have the annual CPC allocation and their CPA funded project request. The last article is a local Wetlands Bylaw. Free Cash will be used to fund the landfill article, Elder Services program and parks maintenance.

Mr. Crowley questioned why the articles for parks maintenance and the Elder Community Services Program are not included in the budget. They are annual requests which he feels should be within their budget line item. Ms. Bohnson questioned the reason for the increase in the Elder Community Services Program. Ms. Scheipers explained that they are going to \$9 to \$10 per hour with a cap of \$1,500 per participant. Each participant must be a home owner, meet eligibility requirements and it is a request from the Senior Center Director who oversees the program for the town.

**FISP UPDATE:**

1.Consider paying the following invoices:

- a) \$10,000 to Catlin + Petrovick Architects for Conceptual Design of West Boylston Senior Center – Motion Mr. Hadley to approve, second Ms. Bohnson, all in favor.
- b) \$8,350, Pmt #12 to Cardinal Construction, Inc. - Motion Mr. Hadley to approve, second Mr. Crowley, all in favor.
- c) \$363,648, Pmt #4 for RAC Builders, Inc.- Motion Mr. Crowley to approve, second Mr. Hadley all in favor.

**2.General Update**

Mr. Hadley reports that he attended the weekly meeting at the police station project site. We have one issue with MassDOT sidewalk and it's being worked on. We are budget and schedule.

He announced that FISP will conduct public informational meetings on the senior center project on the following dates: April 15<sup>th</sup>, 3:00 p.m. at the Council on Aging, April 27<sup>th</sup>, 3:00 p.m. at Hillside Village, April 29<sup>th</sup>, 10:30 a.m. Christ Lutheran Church, May 2, 3:00 p.m. Angel Brook, May 4, 6:00 p.m. Beaman Library and May 6, 10:00 a.m. town hall. The public is invited to attend any of the sessions.

**APPOINTMENTS AND RESIGNATIONS:**

1. Concurrence on the reappointment of Building Inspector Bentley Herget for a term to expire on February 20, 2018

Motion Mr. Crowley to concur with the appointment, seconded by Mr. Bohnson, all in favor.

2. Concurrence on the appointment of Vincent Vignaly to the Community Preservation Committee as a resident designee effective April 20, 2017 for a term to expire on June 30, 2019

Motion Mr. Crowley to concur with the appointment, seconded by Mr. Rajeshkumar, all in favor.

3. Concurrence on the appointment of James Pedone to Parks Facilities Committee as a Parks Commission designee effective May 1, 2017 for a term to expire on April 30, 2020

Motion Ms. Bohnson to concur with the appointment, seconded by Mr. Crowley, all in favor.

4. Notification from Judith Van Hoven that she is resigning as the representative of the Paraprofessional Union on the Insurance Advisory Committee as of April 30, 2017

**VERNON JACKSON, DPW Director**

1. Recommendations on signage

Mr. Jackson reports that he is working with the Transportation Committee and CMRPC on this project. He does not have any updates at this time.

2. Recommendations on Updating Policy for Emergency Plan for Snow and Ice

Mr. Jackson provided the Board with his recommendation on amending the Policy for Emergency Plan for Snow and Ice as it deals with the town's sidewalks together with a map outlining the 24-hour sidewalks and the as soon as possible sidewalks, our current 24-hour sidewalks, and a map of the new 24-hour sidewalks being proposed. He met with the Superintendent of Schools and some of her staff and determined that the only pedestrian travel they have is from Pine Arden, Central Street and the Malden Street area. The plan is all based on children walking to school. He added that the only reason why he put in two of the areas is because they are school bus stops. The plan developed will help him to minimize his overtime costs. They will do all the areas which connect to the center of town. Because he has no feedback from the residents with regard to North Main Street, he is not sure if he will include that in his 'as soon as possible' category. Mr. Rucho pointed out that there are bus stops on Franklin Street. Mr. Jackson will change Franklin Street to the 'within 24-hour category'.

Mr. Jackson explained that the sidewalk machine is 53-inches wide and it digs up some sidewalks so he will not plan to do any sidewalks under five feet in width to avoid digging up gravel and loam. He did speak with the school and from Pine Arden to the school there are no sidewalks. They will also plow the sidewalk from the elementary school to the middle/high school. Mr. Jackson added that he did try to plow Olde Century Drive and they received a lot of complaints about digging up the lawns.

Mr. Rajeshkumar reports that the Board did receive a letter from a gentleman at 46 Prospect Street. They are on the 24-hour list. Mr. Jackson asked for feedback from the Board. Mr. Crowley likes the idea of delaying the outlying areas and recommends he verify the plan with the school. Ms.



Bohnson asked about the Library. Mr. Jackson advised that lower Newton is on the as soon as possible list and the other side gets done whenever the library is open. The next step will be to schedule a public hearing to amend the policy.

It was agreed to discuss the plan for Chapter 90 projects at the next meeting.

Mr. Rucho asked the Board if they would like to include something in the policy for sidewalks which are not included in the two areas the town takes care of. Mr. Rajeshkumar commented that people will say it is not their sidewalk, the town installed it. Mr. Hadley noted that elderly people cannot get out and also can't afford to pay somebody to come out and clear their sidewalks. Mr. Rucho suggested reaching out to other towns to see if they have a policy on snow removal. Ms. Scheipers added that our policy is silent on sidewalks we do not plow. Mr. Rucho would like to end the possibility of anytime a sidewalk goes in the town has to plow it. Mr. Jackson will get some sample policies.

Mr. Jackson reports that online payments for sewer bills is on target to be ready for July 1. There will be a 25¢ charge and it is the same software as is used by the Water Department. Or you could pay by credit card and that also has a fee. Mr. Rucho advised that currently taxes and excise can be paid online and you only pay a fee if you use a credit card.

**MEETINGS, INVITATIONS & ANNOUNCEMENTS:**

1. April 29<sup>th</sup>, 9-10 am – Annual coffee for appointees. Reminder if you do not attend and you have recently been reappointed you need to get sworn in by May 1, 2017

2. Mr. Hadley announced that FISP will conduct public informational meetings on the senior center project on the following dates: April 15<sup>th</sup>, 3:00 p.m. at the Council on Aging, April 27<sup>th</sup>, 3:00 p.m. at Hillside Village, April 29<sup>th</sup>, 10:30 a.m. Christ Lutheran Church, May 2, 3:00 p.m. Angel Brook, May 4, 6:00 p.m. Beaman Library and May 6, 10:00 a.m. town hall. If you are unable to attend the meeting and you have questions, you may contact the Town Administrator. We will continue to update information on the website as we move forward through the informational meetings.

**FUTURE AGENDA ITEMS/SELECTMENS REPORTS:**

Mr. Crowley would like to schedule the formal performance review for the Town Administrator. Mr. Rucho is working on pulling that together.

With no further business to come before the Board, motion Mr. Crowley at 8:50 p.m. to adjourn, seconded by Mr. Hadley, all in favor.

Respectfully submitted,

Approved: June 7, 2017

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Nancy E. Lucier, Municipal Assistant

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Christopher A. Rucho, Chairman

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Siobhan M. Bohnson, Vice Chairman

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Barur R. Rajeshkumar, Clerk

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John W. Hadley, Selectman

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Patrick J. Crowley, Selectman

