



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583

Select Board/Sewer Commission Meeting Minutes

Date / Time / Location of Meeting
May 5, 2021; 6:00 p.m.
Via Zoom

Members Present
John W. Hadley, Chairman
Christopher A. Rucho, Vice Chair
Patrick J. Crowley, Clerk
Barur R. Rajeshkumar, Selectman
Michael J. Kittredge III, Selectman

Members NOT Present

Invited Guests:
Nancy Lucier, Town Administrator
Faye Zukowski, Municipal Assistant
Gary Kellaheer, DPW Director

Others Present: (names taken from the Zoom login list): Jan Gottsman,

Mr. Hadley convened the meeting at 6:00 p.m. roll call taken.

Chairman's statement:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 31A, §20, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Town of West Boylston Select Board is being conducted via remote participation. No in person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to view this meeting while in progress may do so by:

- Join Zoom Meeting

If despite our best efforts, we are not able to provide for real-time access, and we will post a record of this meeting on the town's website as soon as we are able.

PUBLIC COMMENT (Immediately after executive session concludes): This fifteen-minute period is an opportunity for the public to address their concerns and questions regarding town operations and programs to the Board. Except in urgent circumstances, any matter presented for consideration by the Board shall not be discussed in detail nor acted upon by the Board at this meeting. A scheduled time on a future agenda may be set at the Board's discretion. Complaints or criticism directed at staff, volunteers, or other town officials shall not be permitted. If we do not have Open Session items to discuss, other agenda items may be brought forward earlier.

APPROVAL OF MEETING MINUTES:

- **April 21, 2021 Regular Session:**

Motion Mr. Kittredge moved to approve; Mr. Rajeshkumar second.

Roll Call Vote:

Mr. Crowley, yes
Mr. Rajeshkumar, yes
Mr. Hadley, yes
Mr. Rucho, yes
Mr. Kittredge, yes

- **April 21, 2021 Executive Session:**

Motion Mr. Kittredge moved to approve; Mr. Rucho second.

Roll Call Vote:

Mr. Crowley, yes
Mr. Rajeshkumar, yes
Mr. Hadley, yes
Mr. Rucho, yes
Mr. Kittredge, yes

**REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING
APRIL 21, 2021 to MAY 5, 2021: Town Payable Warrants FY2021-44 & 45; Town Payroll
Warrant FY2021-22; Sewer FY2021-SE24; MLP #24; and School S19.**

Motion Mr. Crowley moved to approve; Mr. Rajeshkumar second.

Roll Call Vote:

Mr. Crowley, yes
Mr. Rajeshkumar, yes
Mr. Hadley, yes
Mr. Rucho, yes
Mr. Kittredge, yes

UPDATE ON TOWN HALL BUILDING REPAIRS:

Ms. Lucier

GARY KELLEHER, DPW DIRECTOR:

- **Discussion on Street Opening Process:**

Mr. Kellaheer stated the last time it was revised in 2003, Mr. Hadley stated they would like to see the process changed with specifics as to what the contracts will be required to do. Mr. Hadley would like to have a bond in place for a street opening permit. Mr. Kellaheer will get some examples from other towns and begin to put something together. Mr. Hadley explained they required some Street Opening Permits to go beyond the required items Mr. Rucho asked if a Public Hearing would need to be held, Ms. Lucier stated yes. Mr. Hadley stated he would also like to see permission from DPW Director for emergency street openings. Mr. Rucho asked if there is a policy in place for emergencies, Mr. Kellaheer stated there is but is not required by town entities.

- **Update on North Main Street:**

Mr. Kellaheer stated he received good prices for the North Main Street Project which would save the town and Ricciardi Brothers \$60,000. He estimated the project to cost \$500,000 not including details for four roads. He explained his calculation are \$440,000 to be split with the Water District. He has sent all his pricing to everyone involved and is waiting to hear

from them. Mr. Kellahe explained he has assigned work for the full depth reclamation which should begin in two to three weeks. He stated now that he has all the prices, he can figure out how much is being spent from Chapter 90. Mr. Hadley asked who will be paying the invoices for the work, Mr. Kellahe explained the town and the water will be paying the invoices separately. Mr. Hadley asked if because Ricciardi went all the way across the street are they required to pay more than 50%, Mr. Kellahe believed they are and this will need to be worked out. Mr. Crowley clarified that this is all coming from tax payer's money, Mr. Kellahe agreed it is coming from the Water District funds and Chapter 90 State Aid funding. Mr. Crowley stated the town does not know how the job was bid, Mr. Kellahe stated he was able to review the contract and that bid prices will save the Water District funds on the completion of this project. Mr. Hadley would like to be sure that Ricciardi and the Water District are aware that it must return to original condition, Mr. Kellahe agrees. Mr. Kellahe explained the efforts he has made to get repairs completed by the contractor for the terrible road conditions. Mr. Rucho asked if signage has been installed, Mr. Kellahe stated message boards have been ordered from the state but feels the Water District or Ricciardi should be responsible for signage. Mr. Rucho stated in two weeks nothing has been completed and why have the town's signs not been placed there, Mr. Kellahe stated last week he contacted the state and was waiting to hear from them. Mr. Hadley stated he would like the town signs installed; Mr. Kellahe will install in the Sterling line coming into town.

- **Update on 31 Temple Street:**

Mr. Kellahe stated they have requested dig safe for the location and will begin work on Tuesday. He explained it is a collapsed structure underneath surface which will require them to sawcut, hammered out, squared off and rebuilt from bottom up. He stated it is near the double solid line and makes a racket with traffic traveling over it.

- **Update on Line Striping:**

Mr. Kellahe stated he has agreed to use epoxy paint at 22 mil thick is .30 a linear foot, if the entire 3,000 linear feet are completed annually is approximately \$90,000. He explained it has a 3–5-year life but could last longer as he has seen in other communities. He stated the installer recommends not completing side streets but he recommends using epoxy paint on all streets. Mr. Hadley asked the cost of regular water born line paint; Mr. Kellahe stated .07 cents a linear foot. Mr. Kellahe stated it would only last one year. Mr. Crowley agrees to spend more upfront and less later. Mr. Hadley asked when it would be completed, Mr. Crowley would not like to wait until the fall. Mr. Kittredge asked if this will be paid out of Chapter 90, Mr. Kellahe stated it will not it will need to come from another source of funds. Mr. Crowley stated if the funds are needed, they will not be available until fall Semi-Annual Town Meeting. Ms. Lucier asked what the balance of Chapter 90 will be, Mr. Kellahe stated about \$40,000. Ms. Lucier asked if the town can be divided into section to get some started, she will take a look at budget numbers. Mr. Rucho asked if this price includes cross walks, Mr. Kellahe stated the town handles the cross walks with water base paint. Mr. Kellahe will look into the town using epoxy for sidewalks.

NEW BUSINESS:

- **Adopt an Island Program- Island at Route 12/Woodland Street turned back to town and Angelo Vangos of Pinecroft Dairy has submitted an Application to Adopt the**

Island. Cement Island at Shrewsbury Street/Maple and island at Thomas/Crescent Street are still available:

Ms. Lucier explained there are three islands available, she has placed them in a coffee mug and she drew one, the island chosen is Woodland and Rt. 12.

- **Review list of charities provided to retail marijuana establishments:**

Mr. Rucho stated he only asked if the donations have been made, Ms. Lucier stated they do not need to make the donations until October when they have been in business for one year. Mr. Crowley explained he and Chris has reviewed the list and submitted back to the two establishments. Mr. Crowley suggested tabling until the fall.

- **Review Chapter 40, Section 8J Disability Commission; power and duties, members, terms:**

Ms. Lucier gave the Board and overview of what the powers, duties, number of members and the terms of the committee will be if passed at town meeting. Ms. Lucier stated an email was sent out from Katie Denis about another law that allows for funds collected from fines issued for parking in handicap spots will go into a fund to be used for programs to be used by the disability commission. She stated there has not been any tickets recently written for this. Mr. Crowley stated the majority of members are required to be disabled or related to someone disabled according to Chapter 40, Section 8J. Mr. Rucho would like clarification from Town Counsel on HIPPA requirements.

- **Consider voting to acknowledge and accept the following donations to the Council on Aging from January 1, 2021 through March 31, 2021**

- \$450 in memory of Warren Jacobson for a craft activity at the center
- \$1600 from anonymous residents for events and activities at the center

***Motion** Mr. Rucho moved to approve; Mr. Crowley second.*

Roll Call Vote:

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

- **Consider voting to sign June 1, 2021 Election Warrant**

***Motion** Mr. Crowley moved to approve; Mr. Rucho second.*

Roll Call Vote:

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

APPOINTMENTS & RESIGNATIONS

- **Concurrence on the appointment of Paul Osterberg to the Insurance Advisory Committee, as the designee of the DPW Union effective May 1, 2021 for a term to expire April 30, 2024.**

***Motion** Mr. Rucho moved to approve; Mr. Crowley second.*

Roll Call Vote:

Mr. Crowley, yes
Mr. Rajeshkumar, yes
Mr. Hadley, yes
Mr. Rucho, yes
Mr. Kittredge, yes

TOWN ADMINISTRATOR'S REPORT

1. Update on Laurel Street Brush Dump Numbers

We are now tracking the number of vehicles who use the facility in addition to the number of pick-up bag/barrels, pick-up beds and trailers. We are also getting a breakdown of what is in those loads to include grass clippings, leaves, brush/branches. We started using our new form on April 23 and we had 105 vehicles visit the site on that day. What we have found is the often vehicles make multiple trips so we will be amending our tracking sheet to track by last name or street address.

Mr. Kittredge asked how the employees will accomplish this, Ms. Lucier stated they used a sheet to keep track. Mr. Kittredge expressed concern for the guys watching the vehicles and maintaining safety. Mr. Rucho stated counting the vehicles should be sufficient and asked what the purpose of this is. Mr. Hadley stated this information can be used to see what the schedule should be. Mr. Kittredge stated they need to have someone sit there and count the cars. Mr. Rajeshkumar stated the public would like to see days added on in the fall time to get rid of their leaves and number of cars does not matter. Mr. Rucho agreed that they need more days in the fall and not necessarily counting cars is helpful, Mr. Crowley stated they need to count the cars so they know when the need to remove days or add days. Mr. Rajeshkumar stated they just need to add days in the fall regardless of the car count. Ms. Lucier stated Saturdays are time and half for the employees called in to work the brush dump, she would like to count cars for a year to see what the use is and when creating the budget, they can use those numbers to possibly add if needed. Ms. Lucier stated the schedule is not put together yet but the funding was only appropriated the same as last year. MR. Kittredge asked if they can use the recycling money from DEP Grant, Ms. Lucier is unsure that grant funds can be used for salaries. Mr. Rucho asked why more Saturdays cannot be added, Ms. Lucier stated the town could add more Fridays as that would not impact the budget. Mr. Crowley stated scheduling a couple Saturdays may not offset budget too much. Ms. Lucier stated it is important to collect the numbers and adjust budget if needed.

***Motion** Mr. Rucho moved to set the schedule for the fall to include a few extra Saturdays; Mr. Kittredge second.*

Mr. Crowley stated this is being voted under Town Administrators Report and not as an agenda item. Mr. Crowley would like to add to next meeting on the agenda and vote then. Mr. Rucho withdrew his motion.

2. Update on Concerts on the Common

I've been in contact with Pat Barrie of the Town Bandstand Committee and she is working on bringing the Gazebo band concerts back for this season. There is a group called Opera Worcester who has been performing at Briarwood for 15 years. Briarwood is closed to the public. We are looking at Wednesday nights during July, tentative time 6:00-8:00 and we will then transition to the Sunday night concerts for August from 5:00-7:00 p.m.

This year we will have an abbreviated season. For next year will be looking for new members for the Town Bandstand Committee. Currently Pat Barrie is carrying the full burden of working on scheduling bands and doing the fund raising. If anyone is

interested in assisting her, I know she would appreciate it and I would love to hear from you. Please call or email me 774.261.4088.

Mr. Crowley stated Mr. McCormick was a lead on this for many years and had the same musicians and he would like to get some local music to get involved and have some modern music also played. He would like to see more people involved.

3. Update on Recreation Director

Sharon Emond, our new Recreation Director is on board and arranging programing and a website presence. She is planning a West Boylston Talent Fair for June 5th on the Common. It will be an opportunity for our talented crafters and local businesses to showcase what they bring to West Boylston. She plans to charge a small fee to each participant. Sharon is putting together a volunteer team and working on a calendar of activities for the month of June. If anyone would like to sign up as a volunteer her email is recreation@westboylston-ma.gov.

Mr. Rucho would like to add her to the next agenda and introduce her to the public.

4. Update on Town Hall Repairs

Ms. Lucier stated Don from Rebuildex was going to join the meeting via telephone and is unsure why he was not able to make it but will add to the next meeting. Ms. Lucier gave an overview of what work is currently being worked on. Mr. Crowley asked why John was deciding on lights if they hired a lighting engineer, Ms. Lucier explained the lighting that was chosen was much too large and commercial feel. Mr. Crowley stated the meeting room is broadcast to the town and they have an opportunity to create a television studio. Mr. Lucier stated Mr. Rucho was meeting with a sound engineer, he stated he was not and that it was turned over to Nancy. Ms. Lucier stated they met with a representative from MIIA about insulation and insulated wall paper on two walls. Mr. Rucho wants the sound engineer to tell the town what to install to make room correct, Mr. Hadley stated that was the recommendation. Mr. Crowley asked about the light engineer's recommendation, Mr. Hadley explained they are trying to get the downstairs completed first. Mr. Crowley wants to be sure the meeting room is set up like a television studio for the all the people that watch. Ms. Lucier stated the plan from the lighting engineer depicted the location of lighting and now they are choosing fixtures with dimmer switches. Mr. Rucho stated the location of the wiring with make the determination of the type of lights. Mr. Crowley would like to be sure that a sound and light engineer tell the town what to install. Mr. Hadley would like Rebuildex to answer these questions. Mr. Rucho asked if they have a sound engineered plans, Ms. Lucier stated they had a discussion on what to do for sound. Mr. Hadley stated the concentration right now is getting people back in their offices working. Mr. Rajeshkumar stated it will be important to get all the wiring and insulation in correctly before they finish the first floor. Ms. Lucier stated she received an email late today, Mr. Hadley would like to have Rebuildex as the expert in to answer the questions. Mr. Rucho would like this resolved before the electrician moves up to the second floor. Ms. Lucier stated this project is taking much longer than planned. MR. Rucho would like to discuss at another meeting soon.

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

- Beaman Memorial Public Library – Scavenger Hunt ongoing throughout the month of May for teens: The First 5 teens to complete the scavenger hunt will win a gift card to Darby's Bakery. Email jwright@cwmmars.org to receive a list of clues and instructions.

Mr. Crowley asked if there is a way to have the school send this out to the students, Ms. Lucier will request.

- Discuss whether next meeting will be in person or in ZOOM, Mr. Rucho would like to continue with Zoom.

FUTURE AGENDA ITEMS/SELECTMANS REPORTS:

- Mr. Rajeshkumar would like to have a discussion about the Full Time DPW Director. Mr. Rucho stated the Board voted to put this out early 2021.

EXECUTIVE SESSION: Consider entering into executive session under the provisions of Massachusetts General Laws Chapter 30a, Section 21(A), Part 3 to discuss strategy with respect to contract negotiations with union personnel and the Chair declares that an open meeting discussion may have a detrimental effect on the bargaining position of the public body.

***Motion:** Mr. Rajeshkumar moved to enter into executive session under the provisions of Massachusetts General Laws, Chapter 30a, Section 21(A), Part 3 to discuss strategy with respect to contract negotiations with DPW/Cemetery union personnel and the Chair declares that an open meeting discussion may have a detrimental effect on the bargaining position of the public body at 7:06 p.m. and will adjourn following; Mr. Rucho second.*

Roll call vote:

Mr. Kittredge, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Crowley, yes

All in favor

***Motion** Mr. Rajeshkumar moved to exit executive session and adjourn at 7:10 p.m., Mr. Crowley second.*

Roll Call Vote

Mr. Kittredge, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Crowley, yes

All in favor.

Motion Mr. Rajeshkumar moved to adjourn at 7:10 p.m. Mr. Kittredge, second all in favor.

Respectfully submitted,



Faye D. Zukowski, Municipal Assistant


Approved:




John W. Hadley, Chairman



Christopher A. Rucho, Vice Chairman



Patrick J. Crowley, Clerk



Barur R. Rajeshkumar, Selectman



Michael J. Kittredge III, Selectman