



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

Select Board/Sewer Commission Meeting Minutes

Date / Time / Location of Meeting
August 9, 2023, 6:00 p.m.
140 Worcester Street
West Boylston, MA 01583
Board Meeting Room 2nd Floor

Members Present:
Kristina Pedone, Chair
Patrick J. Crowley, Vice Chair
James Morrissey, Clerk
Marc Frieden
Barur R. Rajeshkumar

Members NOT Present:

Invited Guests:
Jennifer Warren-Dyment, Town Administrator
Faye Zukowski, Municipal Assistant

THIS MEETING WILL ALSO BE HELD VIRTUALLY IN A HYBRID SETTING
VIRTUAL MEETING INFORMATION:

To Join Zoom Meeting

- <https://us06web.zoom.us/j/87289496812?pwd=QUg2cHBMNmJid0ZlZk9BZTVGbXFzZz09>
- **Meeting ID: 872 8949 6812, Passcode: 01583, Dial by your location: (646) 558-8656 US (New York)**

This meeting will be held in person at the location provided on this notice. Members of the public are welcome to attend this in person meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly.

CONVENE MEETING 6:00 p.m.

- Roll call

Pledge of Allegiance

PUBLIC COMMENT: 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 26, 2023 Regular Meeting Minutes

***Motion** Mr. Rajeshkumar moved to approve; seconded by Mr. Frieden.*

Approved

- May 3, 2023 Regular Meeting Minutes

***Motion** Mr. Rajeshkumar moved to approve; seconded by Mr. Frieden.*

Approved

- May 17, 2023 Regular Meeting Minutes

***Motion** Mr. Crowley moved to approve; seconded by Mr. Rajeshkumar*

Approved

- June 7, 2023 Regular Meeting Minutes

***Motion** Mr. Rajeshkumar moved to approve; seconded by Mr. Frieden.*

Approved

REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING JUNE 21, 2023 through JULY 9, 2023: Town Payable Warrants FY2024-04, FY2024-05 and FY2024-06; Payroll Warrant FY2024-02 and FY2024-03; Sewer Warrant FY2024-SE02 and FY2024-SE03 and MLP FY2024-#3.

***Motion** Mr. Rajeshkumar moved to approve; seconded by Mr. Morrissey.*

Approved

6:05 p.m. Public Hearing: To Consider the application of Triplet Trust, LLC dba Rt 12 Pickle, 184 West Boylston Street, West Boylston, MA 01583 for an On Premises, General on Premises, Wine and Malt Beverages License.

Mr. Morrissey read the Public Hearing Notice.

Mr. Benjamin Minsk, Owner of Triplet Trust LLC dba Rt. 12 Pickle announces he will be opening indoor pickleball establishment opening no later than December 2023. He explained there are plans being drawn currently and he has hired a General Contractor for the project. He stated the plans include eight courts, membership and non-membership, 7 days a week, 10 a.m. to 11 p.m. Mr. Crowley asked for confirmation that this license has been vetted through the departments in Town, Ms. Warren-Dyment stated that is not part of this process at this time but is the next step once ABCC approves.

***Motion** Mr. Crowley moved to close the Public Hearing; seconded by Mr. Rajeshkumar.*

Approved

***Motion** Mr. Crowley moved to approve the license request with the hours to be 10 a.m. to 11 p.m. for 7 days a week; seconded by Mr. Morrissey.*

Approved

NEW BUSINESS:

- **Consider declaring Pride Park Playground Equipment as surplus so that proper disposal of this asset may proceed.**

Ms. Warren-Dyment stated this is to declare the old equipment as surplus for disposal.

***Motion** Mr. Morrissey moved to approve; seconded by Mr. Rajeshkumar.
Approved*

- **Town Administrator Evaluation Process**

Ms. Pedone gave an overview of the process and the Board will receive a form to fill out and the Town Administrator will also provide the Board with a self-appraisal. She explained the forms will need to be sent to KP Law and they will review and create a consolidated summary of the Board's responses. She would like to hold public evaluation on September 20th. She explained the next step will be to review and develop the goals and objectives for next year.

OLD BUSINESS:

None

APPOINTMENTS AND RESIGNATIONS:

- **Consider Select Board Appointments to the Board of Registrars effective August 10, 2023 with a term to expire August or April 30, 2026:**

- Janice Ash – Unenrolled -passed over
- Elizabeth Giobellina -Democrat

***Motion** Mr. Crowley moved to approve Elizabeth Giobellina; seconded by Mr. Rajeshkumar.
Approved*

- **Concurrence on the Town Administrator's Appointment of Sarah Miles to the Economic Development Task Force effective August 10, 2023 with a term to expire on June 30, 2026**

***Motion** Mr. Frieden moved to approve; seconded by Mr. Crowley.
Approved*

- **Acknowledge the resignation of Siobhan Bohnson from the Cemetery Trustees and Council on Aging**

Mr. Crowley thanked Siobhan for her time served on various committees over the years and also thanked her husband and wished them well.

- ***Concurrence on the Town Administrator's Appointment of Michelle Noberini-White to the position of Assistant Town Accountant effective July 20, 2023 at a Grade F, Step 5.**

Mr. Rajeshkumar asked is she is currently in the Town Accountants office, Ms. Warren-Dyment stated she is currently the Administrative Assistant to the Town Accountant. Mr. Morrissey asked if the salary is in line with the scale placement just approved, Ms. Warren-Dyment stated it was. Mr. Frieden asked if this was the reason for the policy change, Ms. Warren-Dyment stated the policy was not changed for one person but is the reason the policy was reviewed.

***Motion** Mr. Crowley moved to approve; seconded by Mr. Morrissey.
Approved*

TOWN ADMINISTRATORS REPORT (May contain Departmental updates, community reminders and announcements, project updates, etc. No votes will be taken).

1. **Legislative Earmarks and Updated Cherry Sheets:** The Conference Committee budget of the House and Senate has been released and now sits on the Governor's desk. The \$75,000 for ADA upgrades to municipal buildings and \$150,000 for Pride Park both remain in the conferenced

budget. Updated cherry sheets have also been released with slight increases to receipts and reductions in assessments.

Mr. Frieden asked about the funding for Mixer, Ms. Warren-Dyment explained Representative O'Day was not able to get the funds in the budget but the House Ways and Means has committed that they are working on a solution.

2. **MSBA Update:** The Statement of Interest (SOI) submitted for a new West Boylston Junior/Senior High School has advanced in the process. The MSBA will be conducting a site visit on August 22, 2023 to examine the issues identified in the SOI. Sixty-three SOI's were submitted and 20 have progressed to this stage.
3. **40B Updates:** The Executive Office of Housing and Livable Communities will be conducting a site visit Thursday, August 10th for the Crescent Builders project at 73 West Boylston Street. This is the next step in the process before an application can be submitted to the ZBA. Branded Realty is progressing with their project for 235-245 West Boylston Street. They have been working with an architect and are getting closer to a final design. They will be meeting with the Chair of the Select Board and the Town Administrator in the next several weeks to discuss next steps in advance of their request for the Select Board's consideration of the project.
4. **WRRB COLA:** The 2% additional COLA has passed with a sufficient number of member Towns voting in the affirmative. Thirty-five member communities voted yes, seven voted no, and one took no action. Those who retired prior to June 30, 2021 and receive an annual benefit of \$16,000 or above will receive a one-time lump sum of \$320.00. For more information, retirees are encouraged to visit the Worcester Retirement Board website. The Town's assessment will increase beginning in FY26 (\$22,900.11 for FY26 and will increase 4% each year until 2036).
5. **AG Decisions on Town Meeting Articles:** The Town has received a response on Town Meeting articles that were submitted for approval. All articles have been approved, save for the personnel by-law, Town Office Saturday closure, and tax exemption articles, all of which are not subject to approval by the Attorney General.
6. **Pride Park Bid Opening:** As a reminder, bids for the Phase 1 of the Pride Park project will be opened on August 22, 2023 at 10AM. There has been a fair amount of interest in the project, with seventeen entities requesting bid packages.

She explained due to the timing of the project there may be contingencies, overages and market force and they may need to tap into the \$150,000. She explained if they can complete Phase I with the funds in place, the funds will be used for Phase II. Ms. Warren-Dyment stated the town has until June 2024 to spend both earmarks.

7. **Preliminary Discussion on TIP Project:** The DPW Director and Ms. Warren-Dyment had a preliminary discussion with an engineering firm to assist the Town with getting a project on the TIP (Transportation Improvement Program). The identified project is Woodland Street from Route 12 to the town line. With an approved TIP project, the Town is responsible for the design work and the state covers the construction costs.

Ms. Warren-Dyment gave an overview of the what TIP is and program. Mr. Rajeshkumar explained how the program works and the process. Mr. Crowley asked if the Town would be responsible for the

engineering and if so, would the TIP funding would be guaranteed. The Board would like to have Sujatha Krishnan of CMRPC in to discuss the TIP process.

8. **General Code Project Update:** Through an ARPA appropriation, the Select Board voted to authorize the Town Clerk to undertake codification of the bylaws. We have contracted with General Code to perform a review of our bylaws. Some of the changes are minor and some are more substantive. Responses are due by September 21, 2023. Some of these changes will need to be reviewed by the Select Board.

Ms. Pedone and Mr. Frieden would like to work on the General Code.

9. **Library Director Last Day:** Previously Ms. Warren-Dyment had announced that the Library Director was resigning. However, at that time her last day was not known. She has formally announced her last day in West Boylston will be August 25th. On Saturday, September 30th from 10AM-12PM, the Library will be holding an Open House to say good bye to Anna. Sue Smith, Head of Children's Services will also be retiring and will be celebrated on that day. The Library will be congratulating Sandie Kelly as the new Children's Librarian. All are welcoming to attend.
10. **Senior Tax Write Off Update:** We have received eight applications for the Senior Tax Write Off program. We are verifying ownership and then will place volunteers with their work assignment. We will not need to have a lottery this round.

MEETINGS INVITATIONS & ANNOUNCEMENTS:

- **Semi-Annual Town Meeting, Monday, October 16, 2023, at 7 PM Middle/High School**
- **Fall Fest, Saturday, October 21, 2023, 11-5, Volunteers Needed**
- **Pride Park Bid Opening, August 22, 2023 at 10 AM**
- **Family Frozen Ice Luau Party, August 10, 2023, at 6:30 PM at the Beaman Library**
- **Next Selectboard Meeting September 6, 2023**

FUTURE AGENDA ITEMS/SELECT BOARD REPORTS:

- Mr. Crowley would like an update on the Host Community Agreements for the Cannabis growing locations.
- Ms. Pedone would like to have the ADA items listed and include when they are completed.
- Ms. Pedone asked if all the Town Reports have been submitted, Ms. Warren-Dyment stated they had not.

Motion Mr. Rajeshkumar moved to adjourn 6:52 p.m.; seconded by Mr. Crowley.
All in favor

Respectfully submitted,

Approved: _____

Faye D. Zukowski, Municipal Assistant

Kristina Pedone, Chair

Patrick J. Crowley, Vice Chair

James Morrissey, Clerk

Marc Frieden

Barur R. Rajeshkumar