



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

## **Select Board/Sewer Commission Meeting Minutes**

**Date / Time / Location of Meeting**  
**October 4, 2023, 6:00 p.m.**  
**140 Worcester Street**  
**West Boylston, MA 01583**  
**Board Meeting Room 2<sup>nd</sup> 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 pm**

- 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.

## **APPROVAL OF MEETING MINUTES:**

**July 19, 2023, Executive Session Meeting Minutes, not for release**

*Motion Mr. Rajeshkumar moved to approve but not for release; seconded by Mr. Morrissey.*

*Approved*

**August 9, 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 SEPTEMBER 21, 2023 through OCTOBER 4, 2023: Town Payable Warrants FY2024-13, FY2024-14; Payroll Warrant FY2024-07; MLP FY2024-08; and School Warrants FY2024-S06.**

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

*Approved*

## **OLD BUSINESS:**

- **Discussion on Town Administrator Annual Evaluation**

Ms. Pedone reviewed the changes, corrections and omissions that she made to the Annual Evaluation Summary following the last meetings comments from the Board.

*Motion Mr. Crowley moved to rescind the previous evaluation summary and approve the amended summary; seconded by Mr. Morrissey.*

*Approved*

- **Determine whether Nuha Circle should be accepted as a Public Way and sign the Order of Layout**

Ms. Warren-Dyment stated the Planning Board met on September 28<sup>th</sup> and voted to include Nuha Circle Road Acceptance as a Town Meeting Article. She stated they submitted a brief report to the Select Board with a few outstanding items they need further discussion with applicant. She explained some of the items include were the mowing of the drainage, revision to the HOA to include estimate for annual maintenance. Ms. Warren-Dyment confirmed with Town Counsel that meets and bounds of the road did not change the reference in the town meeting warrant article is satisfactory. She stated VHB has provided documentation confirming the sidewalks and roadway comply with ADA standards. She stated the next step will be to order of layout of Nuha Circle and is the next step in the process for road acceptance. She stated the Planning Board will meet one more time with the applicant and have made clear to applicant that if every item is not met with, they will not recommend acceptance at town meeting.

*Motion Mr. Crowley moved to order the layout of Nuha Circle; seconded by Mr. Morrissey.*

*Approved*

- **NEW BUSINESS:**

- **Semi-Annual Town Meeting:**

- **Review and approve Town Meeting Mailer**

Ms. Warren-Dyment stated the full-page flyer mailed will cost \$2,700 or \$850 for postcard with a QR code that will link to the website with all information.

**Motion** Mr. Crowley moved to approve the postcard mailer; seconded by Mr. Morrissey.

**Approved**

- **Assign Motions**

The motions were assigned to all of the Board and members of Committees that have Articles on the warrant.

- **Consider Endorsing Articles**

The Board endorsed the following Articles:

Article 6 – Authorization to appropriate Funds to the OPEB Trust Fund

**Motion** Mr. Crowley moved endorse Article 6; seconded by Mr. Rajeshkumar.

**Approved**

Article 9 – Authorization to Appropriate Funds to Reduce the FY24 Tax Rate

**Motion** Mr. Crowley moved to endorse Article 9; seconded by Mr. Frieden.

**Approved**

Article 10- Vote to Accept Nuha Circle as a Town Public Way

**Motion** Mr. Rajeshkumar moved to Article 10; seconded by Mr. Frieden.

**Approved**

Article 11- Acceptance of MGL Chapter 39, Section 23D

**Motion** Mr. Crowley moved to Article 11; seconded by Mr. Rajeshkumar.

**Approved**

- **Fall Festival Common Victualler Permits:**
  - **Potato Potato**
  - **Lalos Mexican Food Trailer**
  - **Jeremiahs Finest Soft Serve**
  - **Moeshmallows**

**Motion** Mr. Crowley moved to approve the Common Victualler licenses; seconded by Mr. Morrissey.

**Approved**

- **Acknowledge and accept donations on behalf of the Town received from the Council on Aging between April 1, 2023 and June 30, 2023 from residents in the amount of \$200 to be used for events and programs at the West Boylston Senior Center.**

**Motion** Mr. Frieden moved to accept the donations from the Senior Center; seconded by Mr. Morrissey.

**Approved**

## **APPOINTMENTS AND RESIGNATIONS:**

- **Concurrence on the Town Administrator's appointment of the hiring of Vernon (Butch) Jackson for the Interim position of Department of Public Works (DPW) Director**

**Motion** Mr. Rajeshkumar moved to approve the appointment of Vernon Jackson as Interim Director; seconded by Mr. Crowley.

**Approved**

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

1. **MSBA Update:** As a reminder, the School Department submitted a Statement of Interest (SOI) submitted for a new West Boylston Junior/Senior High School and has advanced in the vetting process. The MSBA walkthrough was rescheduled from August 22, 2023 to this Thursday, October 5, 2023. The walkthrough is to examine the issues identified in the SOI.
2. **Free Cash Certification:** The Town's Free Cash as of July 1, 2023 has been certified at \$1,842,624.00. The "beginning balance" was \$113,396. Contained within the \$1.8M is \$300K for OPEB for FY24, FY25, and FY26. The Town should also reserve a minimum of \$300,000 for the FY25 Operating Budget. There is also \$65,450.98 in Opioid settlement funds included in this amount, which can only be expended for certain opioid-related expenditures. This leaves \$1,177,173.02 potentially available for appropriation.
3. **Pride Park Update:** If you have not noticed, work on Pride Park has commenced. The site has been graded and drainage installed sub-grade. The play-equipment installer is scheduled to be on-site later this week. We are moving at a good schedule. There have been weekly meetings with Weston & Sampson for construction administration.
4. **Wachusett Area Chamber of Commerce "Public Safety Person of the Year":** The Wachusett Area Chamber of Commerce has named Lt. Daniel Plante, Thomas McCormack, Eric Larson, and Bill Nicholson as Public Safety Person of the Year for their evacuation efforts during the flash flooding in Leominster. They will be honored by the Chamber at a Salute breakfast on Wednesday, November 2<sup>nd</sup> at the Senior Center.
5. **Veterans Coffee Hour:** Veterans' Service Officer Jacob Webb will be hosting his first Veterans Coffee Hour on November 15, 2023 at 10 a.m. at the Senior Center. This will be the first Coffee Hour of many. The goal of this outreach event is to make our local veterans aware of what benefits they may have available to them and give them an opportunity to network with other local veterans. It is hoped that future Coffee Hours will bring in outside veteran's organizations to explain other services that may be available to them.
6. **MassCop Local 172 Negotiations:** Town Administrator has been contacted by the Police Union to being the process of contract negotiations. Town Administrator is looking to formally begin negotiations in November. Please consider whether you would like to be part the negotiating team. She will be asking for the Board to vote on the negotiating team at the next regular meeting of the Select Board.
7. **Flu Clinics at the Senior Center:** The regional public health alliance will be offering flu clinics during the month of October. There will be adult flu clinics on Thursday October 19, 2023 and Friday October 27, 2023 from 9 a.m. to 5 p.m. and a children's clinic on Saturday, October 28, 2023 from 1 p.m. to 5 p.m. (must be accompanied by an adult).
8. **Free COVID Tests:** The Federal Government is providing up to four free COVID tests delivered directly to homes. Please visit [www.covidtests.gov](http://www.covidtests.gov) to order your tests.
9. **Boylston Pickleball Clinics:** West Boylston residents are invited to attend Pickleball Clinics in Boylston. There are Novice and Intermediate classes. The course begins on October 19, 2023. For more information, visit [www.boylstonparks.org](http://www.boylstonparks.org).

## MEETINGS INVITATIONS & ANNOUNCEMENTS:

- **Semi-Annual Town Meeting, Monday, October 16, 2023 at 7 PM Middle/High School**
- **Fall Fest, Saturday, October 21, 2023, 11 a.m. to 5 p.m., Volunteers Needed**

**FUTURE AGENDA ITEMS/SELECT BOARD REPORTS:**

- Mr. Crowley provided an update on Fall Festival

***Motion*** *Mr. Rajeshkumar moved to adjourn 7:34 p.m.; seconded by Mr. Morrissey.*  
***All in favor***

Respectfully submitted,

Approved: \_\_\_\_\_

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 Faye D. Zukowski, Municipal Assistant

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 Kristina Pedone, Chair

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 Patrick J. Crowley, Vice Chair

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 James Morrissey, Clerk

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 Marc Frieden

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 Barur R. Rajeshkumar