

Members present: Christopher A. Rucho Patrick J. Crowley
Siobhan M. Bohnson (arrived 7:09 pm) John W. Hadley
Barur R. Rajeshkumar

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

Public Comment:

There is no one present for this agenda item.

Read and acceptance of Minutes from Previous Meeting:

Motion Mr. Hadley to approve the regular session meeting minutes of November 2, 2016, seconded by Mr. Rajeshkumar, all in favor.

Payroll & Payable Warrants for the Town (FY2017-19, FY2017-20 & FY2017-10), School (#S8), and Municipal Light Plant (#10)– Review and Vote to Approve for the Period Covering November 3 through November 16, 2016

Motion Mr. Crowley to approve the warrants as listed, seconded by Mr. Hadley, all in favor.

Bonnie Yasick, Treasurer/Collector and Kim Hopewell, Town Clerk – consider signing temporary ban police and town hall projects

Ms. Yasick joined the Board and provided them with the paperwork, which needs to be signed for the temporary bans of the police and town hall projects. The total is \$5,671,000, which represents the remaining balance of town hall, the old ban for the police station project with the new money for the additional costs.

Motion Mr. Hadley to sign the temporary ban, seconded by Mr. Crowley. Mr. Hadley thanked Ms. Yasick for doing a great job. Vote on the motion – all in favor.

NEW BUSINESS:

1. Recognize the acceptance of donations in the amount of \$840 from various individuals and the Worcester Bridge Club from July to September of 2016 into the Council on Aging gift account and to approve the expenditure of these funds for general purposes

Motion Mr. Hadley to recognize and accept the donations, seconded by Mr. Crowley, all in favor.

2. Consider voting to designate Mass Office of Business Development as financing authority for construction loans associated with the 70 Hartwell Street project

The reason this vote is required is due to the fact that the town has an inactive Industrial Development Financing Authority with no members. Before Mass Development can become the financing authority we have to take this vote.

Motion Mr. Hadley to designate Mass Development as financing authority for the project, seconded by Mr. Crowley, all in favor.

TOWN ADMINISTRATOR'S REPORT:

1. Consider paving Shady Lane

Ms. Scheipers received an email from the DPW Director and they have done very well with the quantities of materials for the road projects. He has sufficient funds to pave Shady Lane and still have a balance of \$43,022.61 from the \$707,996 previously allotted for the projects by the Board. Mass DOT indicated that they are fine with just adding Shady Lane to the Chapter 90 form if the Board is agreeable to the request. The street was included in the next group of priority streets.

Motion Mr. Hadley to approve the addition of Shady Lane to the list of streets to be paved with Chapter 90 funds, seconded by Mr. Crowley. Mr. Rajeshkumar asked if we could add additional streets with the remaining balance. Ms. Scheipers advised that the asphalt plants will be closing soon. She also noted that the line painting will be done Thursday night. Mr. Rucho requested a list of the streets which will be lined. Vote on the motion – all in favor.

2. Creating necessary job descriptions for Cable TV employees & appointed Town Clerk position

Ms. Scheipers worked with the Personnel Board to develop the job descriptions, which they approved last Wednesday evening. We are moving forward with the internal advertising of both position and if no internal candidate comes forwarded, we will advertise the position. The individuals who are currently in the positions are not considered internal candidates as they are vendors.

3. Complete Streets

We received confirmation that we have been awarded \$16,000 to work with CMRPC to do the prioritization plan of our roadways. Having just signed the Community Compact with Lt. Governor Polito on Monday, we are the 240th town in the state to join the program and we get bonus points and can be eligible for Tier 3 funds.

4. Town-wide Planning Update

The Town-wide Planning Committee is in the process of reviewing the draft updated chapters that were completed just prior to Leon Gaumont's departure. Some of the chapters will be fairly easy to update, but others will need the assistance of CMRPC and they provided an estimate to do the work. Jean Costello, a resident in town who has a lot of experience in reviewing these types of documents, has offered to assist Ms. Scheipers and the Town-wide Planning Committee so we can get further along. Ms. Scheipers wanted to publicly thank Jean for offering her assistance.

5. Public Records Law Training

Ms. Scheipers reports that last week she attended a training conducted by KP Law on the changes to the update Public Records Law. They provided a summary sheet, which she will provide to our boards, committees and staff. It will also be an item for monthly staff meetings.

6. Town Administrator's Performance Evaluation Process

Per the Town Administrator's employment contract, it calls for a performance review in the month of December. It is intended to look at different skill sets as well as progress on goals. She asked the Board to confirm the process they would like to take and welcomed feedback. Mr. Hadley noted

that the Board is typically provided a score sheet. It was agreed to use the same format and set a deadline to submit the information. Mr. Rucho requested an update on the goals.

FISP UPDATE:

1. Consider voting to accept and sign contract to R.A.C. Builders, Inc. for police station project

Motion Mr. Hadley to sign the contract, seconded by Ms. Bohnson. Mr. Hadley noted that the contractor is going to start on the project right after Thanksgiving and they will get the foundation in this year. Vote on the motion – all in favor.

APPOINTMENTS AND RESIGNATIONS:

1. Concurrence on the appointment of Mollynda McArthur, 9 Maplewood Ave to the Agricultural Commission, as a member who receives no income from farming, effective November 18, 2016 for a term to expire on April 30, 2019

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

2. Concurrence on the appointment of Carl Haarmann, 185 Malden Street, to the Conservation Commission, as an Associate Member, effective November 18, 2016 for a term to expire on April 30, 2019

Motion Mr. Hadley to concur, seconded by Mr. Crowley, all in favor.

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

1. Announce November 6th response by Police & Fire Departments

Ms. Scheipers announced that she received an email from the Fire Chief regarding a situation which occurred in town on Sunday afternoon. The Chief was pleased to report that both the Police and Fire Departments in a joint effort saved a choking infant. The police assisted with the family on scene, arranged for road closures and rapid transport and the Fire Chief was extremely proud of everybody involved.

2. Mr. Crowley announced that the new traffic pattern at the intersection of Prospect and Woodland Street will begin on Friday. There will be a new stop sign at the bottom of Shrewsbury Street, the backside of the island will be one-way to Worcester, there will be a four-way stop at the intersection and the stop sign west to Holden will be removed. Ms. Bohnson asked if we spoke with the Town of Holden. Ms. Scheipers advised that we did. We will also have warning signs alerting people of the change to the traffic pattern. Ms. Scheipers spoke with the police chief about having officers at the site and he determined it would not be necessary.

John Benson, candidate for Associate Member position on the Zoning Board of Appeals

Mr. Benson joined the Board. He previously served as a full member of the ZBA and he believes he could be of assistance in an associate member capacity as being a full member takes a lot of time. Mr. Crowley asked about his background. Mr. Benson is an attorney, administrative law

judge for social security, Lieutenant Colonel in the National Guards and previously served four years on the ZBA.

Motion Mr. Crowley to appoint Mr. Benson to the associate member position, seconded by Mr. Hadley, all in favor.

FUTURE AGENDA ITEMS/SELECTMENS REPORTS:

Mr. Crowley noted that voter turnout for the national election was 81%. He also recognized Captain John Ford of the Worcester Fire Department, a long-time resident of West Boylston who recently retired with nearly 45 years of service to the Worcester Fire Department. He also thanked the Senior Center for the Veterans' Day brunch they held and noted that it was a great turn out.

Mr. Hadley reports that the next FISP meeting will be on November 30th.

Mr. Rucho reports that he and Ms. Scheipers met with Holy Cross to go over our list of items. Some things he said would not be an issue and they would love to do internships and using the building would not be an issue.

Mr. Rucho wished everyone a Happy Thanksgiving holiday.

With no further business to come before the Board, motion Mr. Rajeshkumar at 7:35 p.m. to adjourn, seconded by Mr. Crowley, all in favor.

Respectfully submitted,

Approved: December 7, 2016

Nancy E. Lucier, Municipal Assistant

Christopher A. Rucho, Chairman

Siobhan M. Bohnson, Vice Chairman

Barur R. Rajeshkumar, Clerk

Patrick J. Crowley, Selectman

John W. Hadley, Selectman