



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

Board of Selectmen/Sewer Commission Meeting Minutes

Date / Time / Location of Meeting October 17, 2018; 7:00 p.m.; Selectmen's Meeting Room, 140 Worcester Street

Members Present Christopher A. Rucho, Chairman Patrick J. Crowley, Vice Chair Barur R. Rajeshkumar, Clerk Siobhan M. Bohnson, Selectman John W. Hadley, Selectman

Members NOT Present

Invited Guests:

Mr. Rucho convened the meeting at 7:00 p.m. All members are present.

PUBLIC COMMENT – 7:05PM:

No one came forward for this agenda item.

APPROVAL OF MEETING MINUTES:

October 3, 2018 regular session

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

October 3, 2018, executive session

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

October 10, 2018, regular session

Motion Mr. Crowley to approve, second by Mr. Rajeshkumar, all in favor.

October 10, 2018, executive session

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

REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING OCTOBER 4, 2018 TO OCTOBER 17, 2018: PAYABLE WARRANTS FOR THE TOWN FY2019-15 & 16, PAYROLL WARRANT FY2019 #08, SCHOOL FY2019-S5, SEWER FY19- SE09, AND MUNICIPAL LIGHT PLANT WARRANT FY19 #11

Motion Mr. Crowley to approve the warrants as stated second by Mr. Rajeshkumar, all in favor.

Ken Lombardi, NFP Senior Director – consider voting to sign new Senior Health Insurance Rates

Mr. Lombardi joined the Board to discuss the annual renewal of the retiree health insurance plans the town offers. The primary coverage for retirees is through Medicare and he reports that we received favorable renewal results. Fallon Companion Care, a Medicare supplemental plan had a 1.2% adjustment. The town offers a Medicare senior HMO plan which has a cost sharing feature adjustment. They also offer Tufts Medicare Preferred. Fallon Senior HMO includes most hospitals, includes U-Mass but not Reliant Medical Group. The rates are set in conjunction with Medicare review. Tufts had no rate increase or change in plan design. Fallon increased its in-patient copay from \$125 to \$250. When we have adjustments we mail information out and we have an open enrollment period to see if any retirees would like to change their plan options. Renewal for Fallon Senior HMO came in with a 1.5% rate decrease.

The split for Fallon Companion Care is 60/40 and it is 80/20 on the three HMOs we offer. The premium share is set by the Board of Selectmen with the Insurance Advisory Committee making a recommendation. Ms. Bohnson asked if we only had two plans would it give us more power to negotiate the rate. Mr. Lombardi states that it wouldn't as the plans are supplemental to Medicare. There is not a high amount of financial risk with these and there is no benefit to consolidate at this point. Ms. Bohnson asked if it is usual for towns to have so many options. Mr. Lombardi explained that all of the plans offered require the senior to be enrolled in Medicare part A and B. The Companion Care does not have a geographic requirement and most communities have five or six plans. He also noted that these are minimal health care adjustments. The IAC is recommending this be approved by the Board of Selectmen.

Motion Mr. Crowley to approve the senior health plan renewals as presented, seconded by Ms. Bohnson, all in favor.

Colleen Abrams, Wachusett Greenways – update on trail projects

Ms. Abrams joined the Board for an update and a thank you for all their support and help. She states that the town-wide cleanup day was fun, very well organized, and she was glad to take part in it. She thanked the town for their continued support of Wachusett Greenways annual expenses. All of the 8 communities contributed and she hopes to have that continue on a regular basis because on again and off again does not work very well. She thanked the DPW for mowing the shoulder of the trail and taking care of things. She also gave a call out to two trail patrolmen, Phil Thomann and Evan Schakerbach and noted that Evan regularly bags dog waste on the trail. We will be losing Phil as he is moving to Virginia in November.

Update on construction on the MCRT. This fall or spring they will renovate the West Boylston section between the beaver wash out up to I-190. They have communicated with DCR and the DPW about the project. That will be followed with the construction on Route 140. They have looked at it with some contractors, the DPW and DCR. They will also have a meeting with the Conservation Commission on that. The design of the 140 bridge, will be managed by the DCR, the design and engineering of the 140 crossing will be managed by the DCR and they have already given them their 50% match. Then it will be up to all of us to move it forward into construction. She noted that if you look at a state wide map there is hole in the central area. They hope to fill in that hole. Ms. Abrams introduced Rich Barry and Brian Jenny, one is a board member and one is on the rail trail task force.

They have a new volunteer who just moved into an apartment on North Main Street and is from Wisconsin.

DPW Director

1. Edilberti Sewer Abatement Request

Mr. Jackson explains that 292 West Boylston, owned by Mr. Edilberti, has a lot next to his garage. Back between 2002 and 2011 he received an abatement check because it was considered a non-buildable lot, however, he continued to be charged. We now owe him a \$1,075.10 refund for payments he made and we also need to abate \$1,228.64 which is the unapportioned amount. He paid the charges and never noticed. It is for a sewer betterment abatement, it was previously determined that he didn't have to pay it and he continued to pay it.

Motion Mr. Crowley to approve the sewer betterment abatement requests for Mr. Edilberti, 292 West Boylston Street, one in the amount of \$1,228.64 for the unapportioned amount and the other for \$1,075.10 as a refund from payments made from 2011-2018, second by Mr. Hadley, all in favor.

2. Chapter 90 line painting request

Mr. Jackson reports that the bid came in a little higher than last year as he is doing the edge line on some roads, and the price is \$10,900. He is requesting permission to use \$13,000 in Chapter 90 funds for the project. The balance in Chapter 90 is \$186,938. It is an annual project that we do.

Motion Mr. Hadley to approve up to \$13,000 in Chapter 90 funds for the line painting project, second by Mr. Crowley, all in favor.

Mr. Jackson explained that we have two choices on changing the crosswalks. We could either repaint or eliminate the color all together. You sandblast and go back to the white. That will save us \$1,000. Hash marks and white dustless blasting it is \$4,400 to \$5,500 to do all eleven now painted with the blue. He also thinks it is eligible for Chapter 90 funding. They were turned to blue by a former director back in 2009 because blue is the school color. Mr. Crowley noted that the document referenced at town meeting specifically addressed the color blue and that it should not be used for any street painting because it is designated for handicapped parking. Mr. Jackson is not sure we have to hash the sidewalks. If we do not, he has them this year he is not it will be an issue. We would save \$800 to \$900 a year in blue paint. Mr. Rucho asked about looking into the look of brick. Mr. Jackson explained that it is a stamped asphalt and it is died. He will look into it to see if it will last longer.

Motion Mr. Crowley to approve \$5,500 in Chapter 90 funds to repaint the 11 blue crosswalks, second by Ms. Bohnson, all in favor.

Mr. Jackson intends to use the grant funds approved at town meeting to purchase stanchions for the crosswalks. We have \$600 and he is recommending we include them at the library. Mr. Rajeshkumar pointed out that people are parking on both sides of the road and they are only allowed to park on the Library side. He would like to install no parking signs. Mr. Jackson will install one of the stanchions at the library.

Mr. Rucho asked what the plan is for the stanchions in the crosswalks for the winter. Mr. Jackson states that he will probably have them taken out. We also need to spend the \$600 by the end of the calendar year. Ms. Bohnson asked about installing flashing lights at the schools. Mr. Jackson reports that they are \$1,100 a piece to purchase, they are solar and talk to each other, however, there is a canopy and solar may or may not work at that location. He would also like one at Goodale. It would cost is \$4,400 to install ourselves. He will get installation prices as well. Ms. Bohnson would also like to have the solar stop signs at the various locations flashing both day and night. The Board

has no issue with that request. Mr. Rucho asked if Mr. Jackson planned to update all stop signs and noted that the sign at Franklin and Route 12 on dark nights has no reflective material on it. Mr. Jackson will look at it. Mr. Crowley asked with all the new recently paved streets does the town pay for all the punch list items or is it included in the contract. Mr. Jackson reports that the contractor offered to do the punch list items for free. They are doing some driveways, berms and aprons and normally it is an extra price.

NEW BUSINESS:

1. Consider voting to sign the November 6, 2018 Election Warrant

Motion Mr. Crowley to sign the warrant, second by Mr. Hadley, all in favor.

2. Consider signing letter of support requesting more transparency to the towns when the various state entities acquire land in their community

Ms. Scheipers reports that we received a request from a group of western Massachusetts towns who are looking to have more transparency to any community impacted by the state when various state entities acquire land in their community. They are asking that all hearings about state-owned land should be held in the communities where the parcels in question are located. They are also asking that the town would should receive single-topic notifications about any proposed or actual changes to the state-owned land compensation procedures. In addition they are asking that each town be reimbursed for state-owned land on a consistent annual basis using a formula that is based on the town's current residential tax rate and the number of acres owned by the state during that year. They would also like the Legislature to explore and support ways to make it easier for farmers to obtain mortgages on agricultural properties that exceed 20 acres. One letter will be sent to Sean Cronin, Senior Deputy Commissioner at the Division of Local Services and the other letter will be sent to Secretary Matthew Beaton of the Executive Office of Energy and Environmental Affairs. The two address the first two topics.

Motion Mr. Crowley to send the letters, second by Mr. Hadley, all in favor.

3. Consider accepting resignation for the purpose of retirement from the Town Administrator effective January 18, 2019

Mr. Rucho reports that he received the following letter dated October 3, 2018 from Town Administrator Anita Scheipers. It reads Dear Mr. Chairman, in accordance with the terms of my employment contract, I hereby submit this letter as my written notice to the Board of Selectmen of my intent to voluntarily resign from my position of Town Administrator for the purposes of retirement. My last day of employment will be January 18, 2019. I thank the Town of West Boylston for the opportunity the community has provided me to serve in the capacity as Town Administrator. I have greatly enjoyed working with the may dedicated employees, town officials and volunteers over the past years. I will work with the Board and all staff to ensure a smooth transition upon my departure. Very truly yours, Anita M. Scheipers. Mr. Rucho thanked Ms. Scheipers for her service and wished her good luck with her retirement.

4. Discussion regarding search for new Town Administrator

Mr. Rucho would like to include this on the next agenda. In the past the Board posted the position and selected a review committee that reviewed each application and presented two or three

applicants to the Board for their final interview. He suggested the review committee to include two members of the Board and three members of the public. Other members of the Board are amenable to that suggestions. Mr. Rucho would like the two senior members of the Board to serve on the committee. Both Messrs. Crowley and Rajeshkumar do not have an issue. Ms. Bohnson has an interest but would defer to having Mr. Hadley and Mr. Rucho.

Motion Mr. Crowley to have Mr. Rucho and Mr. Crowley serve as the board's representatives to the Town Administrator's search committee, second by Mr. Rajeshkumar, all in favor. Discussion ensued as to how the committee should be made up, whether it be five members and two members of the Board of Selectmen, or five member, which include two members of the Board. Ms. Lucier will survey other towns to get a sense of they have handled their Town Administrator searches. Ms. Bohnson suggested having alternates. The Board will be provided with the last advertisement. Mr. Crowley would also like to discuss whether the Board should hire an interim Town Administrator. Ms. Scheipers noted that at that time she would have all the budget information in from the various departments. We will also discuss a time line.

OLD BUSINESS:

1. Review of VHB Charges (CR)

Mr. Hadley noted that the Board previously discussed the fact that VHB is not under a contract and he asked whether this type of service could be bid out. Ms. Scheipers explained that most communities would go out to bid for engineering services every few years to make sure you are competitive with rates. The Planning Board feels if we go out to bid the rates will increase over what we are paying VHB. There is also a law that you are supposed to allow an applicant an opportunity for a second engineering firm should they have a conflict of interest. Mr. Hadley asked if there would be an issue with four or five firms to select from and it would be the developer's choice. Ms. Scheipers states that they would have to vet the engineering firm and the town could do that but make it clear that they are equally established and available for applicants to choose from.

Mr. Rajeshkumar feels this is a Planning Board issue and we should include the Planning Board in the discussion and they should have a say. Although he agrees that they have not gone out to bid for a while what he is hearing is the service will be more expensive if we go out to bid. He also noted that there were incidents where they did use other engineers for projects such as Cumberland Farms and McCarthy's. He thinks the Planning Board should be included in the discussion.

Mr. Rucho states that technically the Chief Procurement Officer goes out to bid. Mr. Crowley questioned why the Planning Board feels the rates will increase if we go out to bid. Mr. Rajeshkumar reports that the rates quoted by VHB have not increased since their initial contract with the town. Mr. Hadley thinks it has to be competitive. Mr. Rucho doesn't like an hourly bid. Ms. Scheipers pointed out that the charge depends on who ends up doing the work as each person is paid a different rate. Mr. Hadley would not have an issue including the Planning Board in the discussion. Mr. Rucho thinks we should put everything out to bid. Ms. Scheipers states that engineering services is one of the services we do not have to go out to bid for. Mr. Crowley agrees that we should have competitive bids for everything.

David Femia, member of the ZBA, who is in the audience this evening, reports that when the ZBA was dealing with 92 North Main Street they had Mr. Ali come in and they told him they use VHB. Mr. Ali gave them a check and it goes into his account. When VHB would go out they would

send a bill to the town, the town would pay for the service and any funds left over once the project is completed are returned to the developer. In looking at the spreadsheet Mr. Rucho noted that it looks like the applicant pays a deposit and then they add to the account. Mr. Rajeshkumar pointed out that there are projects that have a lot of mistakes and require more inspections. If the applicant does not give the Planning Board a good plan it may need to be redone and in that case need a second review. The charges are based on how much time the engineer needs to put into the project. Mr. Femia states that when he was Chair of ZBA they only used VHB when necessary. Mr. Rajeshkumar reports that with the Nuha Circle project there are issues with the lights, sidewalks and pavement. The only way we can verify that it is corrected properly is to send out the review engineer. It was agreed that we will invite the Planning Board in to meet with the Board at a future meeting. In looking at the spreadsheet Mr. Rucho reports that since 2004 there have been 28 project. At this time it appears the Board of Selectmen intends to ask the Chief Procurement Officer to go out to bid for engineering services for the town.

2. Review Status of FY19 Goals

The first board goal was to adopt an OPEB Policy and that was done on October 3 and we adopted the statute at town meeting. The second goal was to minimize taxes and keep budget from going up. During the FY20 budget process Ms. Scheipers will identify areas of potential savings and any new initiatives must include detailed costs. The third goal is adding the island at Route 12/140 under Town Beautification. The subcommittee will be meeting on October 25th and the island will be regraded, we will reestablish the curb cut and add the square to the Adopt an Island Program. The fourth goal is to formalizing a communication plan/policy. Ms. Scheipers has drafted a policy, which she will bring back to the Board to vote. She will also meet with department heads to explain the policy. Both Mr. Rajeshkumar and Ms. Bohnson offered to work on this project.

Motion Mr. Hadley to appoint Mr. Rajeshkumar and Ms. Bohnson to the communications policy subcommittee, second by Mr. Crowley, all in favor. The next goal is to develop a proposed action plan for DPW/Cemetery merger. No action has been taken on this goal yet. Ms. Scheipers did speak with the DPW Director about the initiative and to draft an organization chart. We will need to review both union contracts and negotiate merging the operations. Both Messrs. Rucho and Crowley offered to work as the Board's designees on that.

Motion Mr. Hadley to appoint Mrs. Rucho and Mr. Crowley to the DPW/Cemetery merger sub-committee, second by Ms. Bohnson, all in favor.

The goal to establish a Recreational Marijuana Bylaw was completed at the October 15 town meeting. The next goal was to develop a Facility Manager position. We drafted a full/time share position description. The Board decided the position might be better suited as a part-time position and combined with the Building Commissioner. Depending on whether the new Building Commissioner has the ability and interest in the role, we may look to establish an in-house position or send out an RFP. Carry over goals include developing a Blight Bylaw. We met with the Board of Health and there is another meeting being held with the Board of Health to review sample bylaws. The citizen and employee surveys are almost ready to go live. Ms. Scheipers and a resident volunteer are working with Mr. Rajeshkumar and Mr. Rucho on that project.

The Town Administrator goals include Developing a Succession Plan for key staff members, expand the use of Muncipity software by all permitting boards and offices to capture all parcel data into one data base, establish regular employee workshops on communication, team building and

customer service and replace the 10-year Capital Plan with a 20-year database that can easily be updated. For the Succession Plan Ms. Scheipers has been meeting with department heads and will send a report to the Board by January. For the Municipality software goal it will allow all departments to collect parcel data for any permit. Our current software needs to be updated and the City of Worcester would like to purchase software to be used by all their towns. We will need funding to either update Muncity or purchase the new regional software. Mr. Crowley would like to know the timeline on that. He would rather not have us update software and then have Worcester come forward with another change. Ms. Scheipers noted that there will be a decision by next spring with the City of Worcester. For the communications goals Ms. Scheipers held a communications workshop with staff on August 9th. A Department head level work shop is being held on November 15th and there is also an all staff webinar on dealing with Stress scheduled for December 13th. For the 2-year capital plan a volunteer has stepped forward to work on this. We will have a team of 4 Assumption College students working on it as well. The plan will be to go to the CIB by the end of the calendar year. Mr. Crowley suggested provide the college students with a copy of the CIB's spreadsheet. She is putting together projections and assignment of cost.

3.2018 ABM Esco Project M&V Status

Ms. Scheipers reports that ABC did come out and do an audit of the library lighting concerns. The estimate will cost \$5,000 and she does not know whether or not the library has the funds to do the work. It is the remaining item we had as far as ABM's performance under the contract. Unless the Board votes to cancel the contract with ABM we are required to do this.

Motion Mr. Crowley to cancel the contract with ABM, second by Mr. Hadley, all in favor.

TOWN ADMINISTRATOR'S REPORT

1. Housing Production Plan Report

Courtney Starling of Community Opportunities Group joined the Board to review the final draft of the Housing Production Plan. It was approved by the Planning Board. The purpose of the plan is to maintain local land use control under Chapter 40B and it figures out our local housing needs. The requirements of the Plan are that it be a comprehensive housing needs assessment, include affordable housing goals and implementation strategies. It also has to be adopted by the Planning Board and the Board of Selectmen. The demographics of the town show that people will decline and continue to age. Age of householders show that 40% are between the ages of 44-64. Disabilities also impact what you need for housing and West Boylston has 30% of their population of 65 and over with some disability. With regard to home ownership, 22% are rentals, 72% are single family homes and 66% have three bedrooms or more. Forty percent of renters cannot afford their rent and it is the same for one third of home ownership as well. The Plan shows that West Boylston needs housing appropriate for seniors and disabled residents, rental houses of all types and sizes, moderately priced houses for ownership (\$200-\$400k) and affordable units to households earning less than \$50,000.

The state's goal under 40B requires us to have 273 units, we are 52 short. Our target after the 2020 census will be move 300. Our three housing goals are to provide housing diversity with options that meet incomes, needs and lifestyles of a diverse population without taking away the appeal of West Boylston as a small town, provide all of our citizens with the greatest possible spectrum of basic services directed at publicly expressed community needs at the least possible cost and to continue to support a strong economic base for the community. Strategies to implement the plan include publicly-owned and appropriate for affordable housing, sites where comprehensive permits would be

encouraged, zoning amendments to facilitate housing development, opportunities for regional collaboration and strategies to increase technical capacity. West Boylston is largely a single-family community. They propose that we look at what we have and maximize what we can do on that. Housing preferences include low and very low assisted rental units at 30%-50% AMI, moderately priced rental units below \$1,800 and ownership units priced between \$200,000-\$400,000. We also need mixed price point senior housing, rental housing of all sizes and prices, small scale scattered site approach and conversion of existing units to SHI. Appropriate sites include expansion at 87 Maple Street. The Affordable Housing Task Force is moving forward with a plan. Town-owned land on Paul X. Tivnan Drive, surplus property around the county jail, fraternal/social/religious organizations with surplus property, converting existing multifamily or condos to affordable and looking at underutilized commercial sites. Village Center zoning would be helpful, multifamily conversions and underutilized commercial sites.

We could meet our housing needs through the Affordable Housing Trust and Community Preservation funds. We could purchase, rehab and resell units with deed restrictions or offer buy-down program to reduce purchase price in exchange for deed restriction. We could use our regional partners such as Greater Worcester Housing Connection, Habitat for Humanity, CMRPC, Mass Housing Partnership or MassHousing. They could assist with planning, technical assistance and funding. Funding resources include low-income housing tax credits, MassWorks/Complete Streets grants and Mass Housing Investment Corporation. We could increase local capacity by hiring a shared housing services coordinator with neighboring towns, use education and training resources such as CHAPA, CPTC or HMP. We could explore partnerships with non-profits, approach property owners and developers to discuss affordable housing options and advocate and educate the public about affordable housing needs and strategies.

If the Plan is approved by the Board it will be forwarded to DHCD and they will let us know if we need any revisions. Mr. Crowley asked with regard to 40B, it is 10% or 1.5% of the land. Ms. Starling noted that the state has been instructed by the courts to issue guidance. Based on the new guidance she thinks West Boylston can meet the 1.5% but will have to spend money to defend it. The only way to prove it is to defend it. It is based on land area and because so much of the land in the town is owned by DCR. DHCD will only certify it if it is challenged. She states that if the town were to get a 40B application you could deny it and you tell them you have the 1.5% and if the Housing Appeals Committee agrees they will file in the town's favor. DHCD says there is no community they are aware of that has met the 1.5%,

Motion Mr. Hadley to approve the Housing Production Plan, second by Mr. Crowley. It was noted that the Plan is valid for five years. Vote on the motion – all in favor.

2.Chapter Land List

Ms. Scheipers informational packet includes a Chapter Land Report from the Board of Assessors. We have 221.35 acres of C61 Forestry land, 312.76 acres of C61A Agricultural/Horticultural land, and 235.41 acres of C61B Recreational Land for a total of 769.52 acres of chapter land.

2.Small MS4 Permit Submission

Ms. Scheipers reports that the DPW Director and his working group developed our mandated National Pollutant Discharge Elimination System Permit, which was required to be in by October 1.

We are fortunate here in West Boylston because much of the responsibility of expensive mandated testing of waterbodies is covered by DCR. It leaves us being able to focus on the public education aspects of the program which includes public education programs for residents and businesses about illegal dumping into septic systems, catch basins and streams. The permit will not expire until June 30, 2022.

3.Green Community Grant Projects Status

We received a Green Communities grant in the amount of \$145,435 for energy efficiency projects at the schools and those projects are now underway. The school business manager is overseeing the grant project. Once we successfully complete the project the town would be eligible to apply for competitive grant funds next spring for additional projects identified in our 2017 energy audit. Mr. Hadley asked if work at the Library could be done under this grant. Ms. Scheipers indicated that we could.

4.Other Updates

Ms. Scheipers reports that we did not get a Community Compact IT grant for updating the software in the Assessors department in the amount of \$18,000 and we did not get a grant from the Department of Fish and Game Culvert Replacement Grant for the engineering of the Prescott Street culvert in the amount of \$65,000.

5. Town-wide Cleanup Day

Ms. Scheipers thanked everyone who was involved with the event. We had over 130 people show up and it was a fantastic group of volunteers and town officials. We collected over 25 cubic yards of trash off of our roadways. Mr. Rucho noted that there were well over 200 bags of trash. Ms. Scheipers thanked the DPW Director for sourcing all of the supplies, John Scannell of DCR, resident Norma Chanis who helped distribute flyers, seek donations and post on social media to advertise the event, Rachel Peckar who created and maintained the interactive web page and resident Kate Boston who cooked all the food for the day of the event. We will post the names of all the volunteers on the website as a way of saying thank you to everyone for participating.

FISP UPDATE:

1.Approve RAC Change Order # 4 - \$84,936.00

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

2.Invoices:

RAC: Inv. # 6 for \$761,863.00 - Motion Mr. Crowley to approve, second by Mr. Rajeshkumar, all in favor.

Alliance Env. Group: Inv. 60227867 for \$2,425.40 - Motion Mr. Rajeshkumar to approve, second by Mr. Hadley, all in favor.

Yankee Engineering: Inv. # 25343 for \$795.00 - Motion Mr. Hadley to approve, second by Mr. Crowley, all in favor.

West Boylston Police Department: Inv. dated 9/29/2018 for \$912.00 (police details) - Motion Mr. Crowley to approve, second by Mr. Hadley, all in favor.

General updates

Mr. Hadley reports that they are doing the siding and will be doing a rough coat of asphalt.

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

Mr. Rucho thanked everyone who came out to town meeting.

FUTURE AGENDA ITEMS/SELECTMENS REPORTS:

Mr. Crowley reports that he thinks town meeting was successful. He also thanked Ms. Scheipers for her service to the town and congratulated her on her retirement.

Mr. Rucho would like some guidance for the Board when somebody walks in the door and we have a check list with a host agreement.

Motion Mr. Rajeshkumar at 9:15 p.m. to adjourn, second by Mr. Hadley, all in favor.

Respectfully submitted,

Approved: November 7, 2018

Nancy E. Lucier, Municipal Assistant

Christopher A. Rucho, Chairman

Patrick J. Crowley, Vice Chairman

Barur R. Rajeshkumar, Clerk

Siobhan M. Bohnson, Selectman

John W. Hadley, Selectman