



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

## **Board of Selectmen/Sewer Commission Meeting Minutes**

<b>Date / Time / Location of Meeting</b> January 16, 2019; 7:00 p.m.; Selectmen's Meeting Room, 140 Worcester Street
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<b>Members Present</b> Christopher A. Rucho, Chairman Patrick J. Crowley, Vice Chair Barur R. Rajeshkumar, Clerk John W. Hadley, Selectman
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<b>Members NOT Present</b> Siobhan M. Bohnson, Selectman
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<b>Invited Guests:</b>
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Mr. Rucho convened the meeting at 7:00 p.m.

### **PUBLIC COMMENT – 7:05PM:**

No one came forward under this agenda item.

### **APPROVAL OF MEETING MINUTES:**

January 2, 2019, regular session

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

January 9, 2019, regular session

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

### **REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING**

**JANUARY 2, 2019 TO JANUARY 16, 2019:** Town Payable Warrants FY2019-28, FY2019-29; Sewer FY2019-SE14, FY2019-SE15; Payroll P/R 2019-14; MLP #19 & #20 and School FY2019-S11

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

### **Town Administrator Commitment to Excellence Award**

Ms. Lucier reports that prior to retiring Ms. Scheipers she solicited nominations for the award. After review of the individuals nominated she selected two employees for the award. This year the Town Administrator's Commitment to Excellence Award will be given to Christine Mazeika the Administrator Assistant to the Police Department who received two nominations. The first

highlighted the many hours she put in of her own time while working on the Personnel Board's update of job descriptions. She worked hard to meet every detail and never complained that the project added to her workload or when it required that she come in early or stay late to get the project done. The second was from the Town Accountant who relies on her for her accuracy, organization, timeliness and dependability. Her work product is always professionally prepared and she doesn't hesitate to seek clarification to insure she fully understands the matter.

The second individual being recognized is Colby Fiske, Firefighter/Paramedic with the Fire Department. He was nominated by Fire Chief Tom Welsh and in his nomination he noted that in addition to Colby being a full-time firefighter, husband and father of two young boys he still makes fire and ambulance callbacks on top of working his two, 24-hour shifts. These call backs prevent the town from having to call mutual aid. He takes open shifts and he is totally committed to the Town and the Fire Department. He serves as the EMS Coordinator for West Boylston Fire and the Chief states that he is like his right hand being instrumental with keep the West Boylston EMT's and ambulance up to date with all their state requirement as well as teaching the 20 hour refresher class each year for our membership as well as the Boylston's EMT's needing the class. He also teaches CPR classes and the Chief states that when you see Colby teach he teaches with such care and compassion you can see that he really cares about EMS on all levels. Ms. Lucier presented Colby with a plaque. Chief Welsh states that he nominated Colby because of everything he said in his nomination paperwork. It is all the extras he does for the town and his family pays the sacrifice. It is time away from them.

Others nominated this year include Sheryl Keddy of the Building Department, Lauren Espe of the Library, Nancy Lucier of the BOS/TA Office, Butch Jackson of the DPW and Richard Dainis town hall custodian.

## **NEW BUSINESS:**

1. Community Host Agreement Review Sub-Committee - review of Agreement, discussion and possible vote

Mr. Crowley reports that he and Mr. Rucho met with Harmony and they provided to us a proposed agreement very similar to the one KP Law gave us. They discussed five or six points. They agreed to a 3% Community Impact Fee, a floor of \$120,000 a year, a minimum of \$120,000 with no maximum paid guaranty. They will donate \$50,000 annually to West Boylston Charities and they asked us for a list of them. The remaining changes were language changes. They agreed to give local preference to contractors and employees. They will work with the Police Department and if necessary hire a detail. Everything we asked they agreed to. They will put all those points in, return it to us and Mr. Crowley recommends we approve upon review of town counsel and the Police Chief will look at it. Mr. Hadley asked what happens if they go out of business. Mr. Crowley notes if they sell or transfer the license we reserve the right to renegotiate the agreement with whoever. In speaking with them you cannot just sell your business. The license is not transferrable you would need to get state and town approvals. There is also a 3% sales tax above this. Mr. Crowley noted that there will be quarterly payments based on the fiscal year within 30 days of the end of the quarter. The agreement is for five years, which is the maximum allowed by law. Within the agreement it will say the West Boylston Charities they can choose from. We will give them a list every year. It is up to them whether they want to give the entire \$50,000 to one charity or split it up. We will suggest, but not select. It has to be a charitable organization within the town. Mr. Rucho mentioned the Town Scholarship

Committee and they said they were interested in that as well. He noted that this gentleman already donates to the town.

Motion Mr. Hadley to approve the CHA with the approval of KP Law and review by the Police Chief. Once it is updated Mr. Crowley and Mr. Rucho will review the document before it goes to KP Law, second by Mr. Crowley, all in favor.

## 2. Discuss the process for non-retail applications

Mr. Rucho noted that these are for the growing facilities and there is not limit on them. He believes the sub-committee should be involved with these and he recommends we follow the same process and he and Mr. Crowley will bring the proposed CHA to the full Board. Mr. Crowley pointed out that if you have a grower who is also a dispensary, it is a 3% tax on each. He would like language that says product must be sold to dispensaries at market value if they are common ownership. Mr. Rajeshkumar thinks the price is set by the state. Mr. Crowley wants to protect us from the grower reducing the price he sells the product to a dispensary when both are common ownership.

## 3. Discuss interim Town Administrator

Mr. Rucho reports that he spoke with Ms. Lucier and she has agreed to serve as the Interim Town Administrator through February. She has been in contact with a retired town administrator who is currently working on an assignment in another community and he may be available at that time to work a couple days a week. She also agreed to the same compensation she received the last time.

Motion Mr. Hadley to have Ms. Lucier serve as the Interim Town Administrator to be compensated at an additional \$1,000 a week, second by Mr. Crowley, all in favor.

## 4. Consider voting to declare furniture at the senior center which will not be used at the new location as surplus

Ms. Lucier informed the Board that the list has been distributed to the various departments to give them first option. Once that process has concluded, we will take bids on the items and for those items we don't get any bid on, we will dispose of them.

Motion Mr. Hadley to declare the furniture on the list from the senior center as surplus, second by Mr. Crowley, all in favor.

## 5. Consider voting to acknowledge and accept a donation in the amount of \$140 from Webster First Credit Union to the Council on Aging to be used for supplies at the new senior center's Arts & Crafts room on behalf of the town

Motion Mr. Crowley to acknowledge the donations, second by Mr. Hadley, all in favor.

## **OLD BUSINESS:**

### 1. Consider filling vacancy on the Town Administrator Search Committee employee/board/committee member

With the resignation of the DPW Director, who was one of the people selected to serve on the Town Administrator Search Committee in the employee/board/committee category, the Board needs to select another person. Mr. Rucho noted that we had of applicants and we have a new applicant who applied after applications closed. Mr. Crowley noted that the new applicant is Finance Committee member Ray Bricault. He was under the impression when he spoke with former Town

Administrator Anita Scheipers before she retired that the process was going to be the same as it was the last time. At that time former Town Administrator Leon Gaumond asked the Finance Committee to provide a member to serve on the Search Committee. The process used this time did not require a member to be a Finance Committee designee. Mr. Crowley believes there should be a finance oriented person on the Committee. Mr. Rucho feels we should go off the current list and he believes the current subcommittee would not have somebody who doesn't know how to do a budget. Mr. Hadley also feels we should select from the list of those who applied. Mr. Rajeshkumar has no issue if the Finance Committee was in the process, however, a deadline was set and somehow they didn't apply. He doesn't know how we justify that. Mr. Rucho reports that the committee did meet yesterday to go over the process, nothing a new member couldn't pick up on.

Motion Mr. Hadley to pick somebody from the existing list, second by Mr. Rajeshkumar, all in favor. Mr. Rajeshkumar noted that if we were going to extend the application process, we could extend the search committee and instead of five we could go with seven members. Mr. Crowley noted that we are not going to select a Town Administrator who doesn't know anything about budgets but a Finance Committee member could ask questions about the budget and gather whether the person really understands the budget and the nuances of the budget process. Vote on the motion- Messrs. Rucho, Rajeshkumar and Hadley yes; Mr. Crowley no.

Motion Mr. Crowley to appoint James Pedone to the Town Administrator Search Committee, second by Mr. Hadley, all in favor.

## **FISP UPDATE:**

### **1.General Update on Senior Center**

Mr. Hadley reports that the completion date is February 28. They are working inside and it is coming along really good. Mr. Rajeshkumar brought up a couple of questions from the public. The lights inside the building are on. The answer is it is a construction site and the lights are to be kept on because they do not want people inside the building. At this time the contractor owns the building and is paying the electric bill.

### **2.Invoices**

Caolo & Bieniek Associates, Inc. #5911 for \$8,082.50 – motion Mr. Rajeshkumar to approve payment, second by Mr. Crowley, all in favor.

RAC Builders, Inc. Inv. #9, \$358,905 – motion Mr. Crowley to approve payment, second by Mr. Hadley, all in favor.

Discussion and possible vote on furniture

Motion Mr. Crowley to authorize the expenditure of \$90,457.02 to Office Resource for furniture within the new senior center, second by Mr. Hadley, all in favor. Mr. Rucho reports that the final number is below the figure in the original budget.

## **APPOINTMENTS AND RESIGNATIONS:**

1. Announce that DPW Director Vernon Jackson has provided notice to the town that he intends to resign his position for another opportunity in the Town of Sturbridge

Mr. Rucho announces that DPW Director Butch Jackson has submitted a letter of resignation as he has accepted the position of DPW Director in his home town of Sturbridge. His contract requires

a 45 day notice and he is requesting a 34 day notice. He also has 8 vacation days so his last day would be February 4. He reports that his budget is complete and everything is in good shape. He is willing to assist in the new person coming in.

Motion Mr. Crowley to allow Mr. Jackson to leave after 34 day notice instead of the 45, second by Mr. Hadley, all in favor. We will discuss an interim person on the next agenda.

### **MEETINGS, INVITATIONS & ANNOUNCEMENTS:**

1.Nomination papers for the June 4 town election are ready and the deadline to pull papers is April 16 at 5:00 p.m.

2.January 15, 2019 at 6:30 p.m. there is a Community Outreach Meeting at the Manor for Ganesh Wellness, Inc., who is proposing to locate a Marijuana Product Manufacturing and Marijuana Retail facility at 65 West Boylston Street

3.January 23, 2019 at 6:30 p.m. there is a Community Outreach Meeting at The Manor for Holistic Health Group, Inc. who is proposing to locate an Adult Use retail marijuana dispensary at 67 West Boylston Street (next to post office)

4.January 24, 2019 at 6:30 there is a Community Outreach Meeting at the Manor for Ganesh Wellness, Inc., who is proposing to locate at Marijuana Cultivation Facility at 100 Hartwell Street

Mr. Rucho noted that last night they had another Community Outreach Meeting at The Manor. When we get the information these meetings we post it on our website. At these meetings you will get all the details and have an opportunity to ask questions. He added that the Community Outreach Meetings are part of the license agreement with the state and it is a requirement. He has attended all the meetings and the same question comes up. People are saying they didn't know about the town meeting vote to allow recreational marijuana in the town. He stressed the importance of going to town meetings and the fact that this went to town meeting on two occasions. The first time it was voted down and the second time we had one vote to ban and the other for a bylaw. The ban failed and the bylaw passed. Mr. Rajeshkumar reports that town meeting approved only two retail stores to be located in the industrial, business, or commercial zone. There is no limit on cultivation, however, we don't have a lot of places for cultivation, which is an indoor business.

### **FUTURE AGENDA ITEMS/SELECTMENS REPORTS:**

Mr. Rucho reports that the Board of Selectmen set as one of their goals to create a Community Survey for our residents. Almost 20 years ago a similar survey project was undertaken by the town. We invite all our residents to participate in this anonymous survey about our town services. The online survey will remain open until midnight on March 1, 2019. If you prefer to fill out a paper survey, they are available at the Beaman Library, Council on Aging, and the Offices of the Town Clerk and the Treasurer/Collector at town hall. Completed surveys may be dropped off at those same locations. Mr. Crowley noted that the responses will give the Board the direction we should go in and it is your chance to tell the Board what the town needs and there is a section at the end of the survey for comments.

On an upcoming agenda Mr. Hadley would like to discuss Tivnan Drive

Mr. Crowley noted that a snow storm is in the forecast and reminded residents who have a fire hydrant near their house to help dig it out. By doing so they will save valuable time in case of a fire in their neighborhood.

**ADJOURN MEETING**

Motion Mr. Rucho at 7:50 p.m. to adjourn, second by Mr. Crowley, all in favor.

Respectfully submitted,

Approved: February 6, 2019

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Nancy E. Lucier, Municipal Assistant

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Christopher A. Rucho, Chairman

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Patrick J. Crowley, Vice Chairman

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Barur R. Rajeshkumar, Clerk

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John W. Hadley, Selectman