



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

Board of Selectmen/Sewer Commission Meeting Minutes

Date / Time / Location of Meeting March 20, 2019; 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 John W. Hadley, Selectman Siobhan M. Bohnson, Selectman

Members NOT Present

Invited Guests:

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

PUBLIC COMMENT

No one came forward for this agenda item.

APPROVAL OF MEETING MINUTES:

1. March 6, 2019

Motion Mr. Crowley to approve, second by Mr. Rajeshkumar. Vote on the motion – Messrs. Rucho, Crowley, Rajeshkumar and Hadley yes; Ms. Bohnson abstains as she was not present for the meeting.

REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING MARCH 7, 2019 TO MARCH 20, 2019: Town Payable Warrants FY2019-37 & 38; Payroll P/R 2019-18; MLP #25 & 26 & #18; School FY2019-S14

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

Dan Sherman, Sherman Actuarial Services, LLC

Review of FY18 Post Retirement Benefits Program. Mr. Sherman states that page 3 of the report it covers 80% of what is important in the report. These are the most important numbers on the OPEB Plan. The whole idea of this started with the accounting rules of GASB 43 & 45. The Government Accounting Standards Board said we want you to measure and recognize the liability and promise you made to all your employees and retirees for post retirement benefits, life insurance,

dental. The idea was to get up front with the cost of this obligation. That has been updated to 74 and 75 it is a measurement of the value of that promise. Page 3 shows two columns, one is full prefund at 7.5% and no pre-funding at 4.0%. What GASB says is you use a discount rate based on how well you are funding this obligation. Are you setting money aside in a trust. The Municipal Light Plant has \$800,000 in their trust. If you are funding the obligation you can get to use the discount rate. If you are not doing any pre-funding, you have to use a discount rate. If you are doing something in between you have to do a complex calculation. The liability is based on discounting from a future payment for all the retirees the value of today. If you invest and earn 7-1/2% then you only need \$16.9 million. The more the investment can handle the costs by the lowering of your liability. The unfunded is your mortgage. The next line is the funded ratio asset divided by liability. The next item is annual covered payroll. The only reason this is in here is the readers of your financials can compare your liability to other communities. At 127% you are on the low side compared to peers, others are at 150%. Your plans are not as rich as some of the other plans out there. If you have few fire and police that helps because they can get out early.

Line J is normal cost, the value of a 1-year accrual for OPEB. For 7-1/2% it is \$482,000. You have an unfunded liability of \$16.1 million, with a 30 year amortization, it is \$935,000 as of June 30th. When you add it together you get \$1.4 million and that is the amount you expect to put into your trust to cover your benefits and pay off your liability over the next 30 years. The 4% column compares to his report four years ago. Mr. Crowley notes the take away is if we put in \$385,000 a year for 30 years we would no longer have an unfunded liability in today's dollars. Page 5 includes the light department information.

Page 7 is a conventional schedule. With that in 2048 we would reach full funding. Page 8 is a schedule that has us putting in an initial \$50,000 increasing it \$75,000 a year and what happens at the end this shows in the year 2045 you would reach full fund status. This is the kind of schedule you could do. There are no rules on how to fund this obligation. The state has not funded their OPEB trust so it would be hard for them to enforce for local government. The more you can set aside the lower the cost you have long term and you have reserves you can use. Your financial statements will look a lot better. Rating agencies look very favorable on this.

Mr. Sherman noted you can do this on a temporary basis, and you reset every two years. Mr. Berglund asked if he had any experience with towns' bond rating impact. Mr. Sullivan states, middle funded, double AA. What Standard and Pools and Moodys say is what is your plan and what is your plan to fund your plan. If they see that happening they will say these are the things we looked at. Mr. Sherman states they are not telling you why they moved you up or down. Ms. Bohnson asked if he had worked with any towns that are the same size as us. Mr. Sherman has worked with towns much smaller than West Boylston. He reports that 15 years ago Needham was the only town putting money aside and virtually everybody out there is doing something. Ms. Guertin added that this year we are in a preferable position to begin to fund this. Ms. Yasick noted that our financial advisor has been recommending this for years. They were happy when we set up the fund but that is not good enough any more. Mr. Sherman noted that the rating agencies look very favorably on communities who are funding the OPEB obligation. If you move your rating from a double A to a triple A it will save money going to Wall Street. You can borrow from the OPEB trust for unexpected health insurance increases and then replenish the trust over time. It doesn't help you with the active group, but it does with the retirees. The remainder of the report is assumptions and boiler plate stuff. Mr. Hadley asked if you put the money in the fund it remains in the fund, can you use it for anything else? Mr. Sherman noted that it acts like a reserve and you can use it for retirees health care costs.

Richard Sullivan, Powers & Sullivan LLC - Review of FY18 Audit & Management letter

Mr. Sullivan joined the Board. When they do the audit they come in two times, once for the preliminary work in May and then after the books close to get the ledgers and files. Then they come out in October. The preliminary work is important as most of the time bonds have been issued then you have small amount of capital leases and all that takes three to four days. Year end is walking down the balance sheet. They audit cash, \$20.5 million at year end, \$4.3 million in receivables and capital assets. They also do transaction testings, look at expenditures, payroll, revenues and journal entries. If there is a defect in internal controls there are a lot of journal entries. No issue here. Everything good with transaction testings. They do not audit the MLP. They own the whole report but the other is information from another auditor. Mr. Crowley asked was the MLP audit clean except for the 30-month use. Mr. Sullivan replied yes, because they are a December 31 year end your opinion is modified because of that. One of the things they like to have is they come in and the town is ready for them. They come in during October and the pile is ready for them to start their work. There is professional skepticism, they try to do something a little different every time on how fast they can get the information and the town passed that test well. They used to spend two hours on the phone. They finished up on December 18th. Results, are here is what you thought you were going to collect and here is what you spent, \$285,000 profit. Revenues came in slightly higher. Three components to fund balances, unassigned, assigned and committed total confirmed \$3.4 million. Unreserved unrestricted fund balance of \$1.5 million. You collect 98.8% of what you bill and that is excellent. Issued debt is \$5.8 million for town hall and senior center. Ban for senior center debt service as a percentage of your budget is pretty low, under 2%. The new thing is what is in this report. GASB 75 said we will throw our 45 and what you didn't put in became a liability. On June 30 of this year that was \$27.7 million. Page 19 of the report is on OPEB. The MLP has to use GASB 45. Overall they propose no adjustments required made to the books. All assets and opinions are clean. No issues or internal controls, good cooperation with the staff. Report was turned around fast, a good audit.

The Management Letter has two informational comments. They included a recommendation on how federal awards are processed in the town. This would be something the school would be responsible for. They have seen a lot of clients getting cyber attacks. They are saying take a lot at it. Ms. Guertin noted that the school has been made aware of the recommendation and they are working on it. With regard to cyber liability, the town has coverage through their insurer and CMGeeks, our IT vendor is working with us. Mr. Crowley thanked Ms. Guertin and Ms. Yasick for the work they did on the audit.

Motion Mr. Crowley to accept the audit, second by Ms. Bohnson, all in favor.

NEW BUSINESS:

1. Michael Himmer, General & Service Mgr Flag RV Center, 66 & 76 West Boylston Street

Ms. Lucier explained that when Mr. Himmer went to the registry to renew his dealer plates because the registry paperwork said Flag RV Center and their license doesn't have the word 'Center' on it, they were unable to renew their plates. They do not plan to make any changes in their operations, they have had the same language on the paperwork and this is the first time the registry picked up on it. Mr. Rajeshkumar noted that per bylaw a business 'center' refers to two or three businesses. That is not their plan.

Motion Mr. Hadley to include the word 'center' on the businesses licenses for both locations, second by Ms. Bohnson, all in favor.

FISP UPDATE:

1.General Update on Senior Center

Mr. Hadley reports that the project is moving forward and we hope substantial completion occurs very soon.

2.Invoices:

- a. RAC Builders, Inc., Payment #11, \$83,950

Motion Mr. Hadley to approve, second by Ms. Bohnson. Vote on the motion – Messrs. Rucho, Hadley and Ms. Bohnson yes; Messrs. Rajeshkumar and Crowley abstain.

- b. Change Order #7, \$2,642.00

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

INTERIM TOWN ADMINISTRATOR'S PRELIMINARY BUDGET PRESENTATION

With regard to our revenues, Leslie Guertin explained that the FY levy limit is \$17,321,101. We add on a 2-1/2% increase of \$433,028 and New Growth, \$150,000, a number which is provided by the Assessors. We take from that our abatement and overlay number and \$95,000 should take care of that, it is our 5-year average. It gives us our tax levy of \$17,809,129. To that we have our debt exclusions which include the library, senior center, town hall and police. The senior center is a 6-month estimate and both town hall and police projects are long-term borrowing of \$514,774. The maximum allowable levy we can use is \$18,676,380. For our receipts, we use the Governor's budget. School Choice goes to the schools \$731,265, it is not ours to use. Local receipts include motor vehicle, excise, locals means and hotel taxes, we also have our payment in lieu of taxes from DCR and the Municipal Light Plant reimburses us for their Worcester County Regional Assessment. We have to include it in our budget and they reimburse us as a local receipt. We are using \$225,000 of Free Cash leaving us a balance of \$256,000 for other items. One of the goals of our updated Free Cash Policy was to decrease our use of Free Cash in the budget and leave it for other items that need funding. We are supplementing the budget with \$300,000 receipts reserved and WBPA-TV funds itself. We will also use \$18,000 from the Wachusett Fund, which is a standard item. The CPA is funded at \$225,000 and covers their three categories of open space, housing and historic, 10% for each. Total FY20 spending maximum is \$25,427,143 and by backing out the ambulance receipts and WBPA-TV we get \$25,017,593, the basis for the school budget allotment. Receipts reserved are backed up for the school calculation.

Ms. Bohnson asked if that was done in the past and had we discussed this with the school. Ms. Lucier indicated that she had not. Mr. Crowley asked if we exclude school choice received tuition why are we taking the hit on the school choice sending number. Ms. Guertin explained that it is the Mike Daley budget model and she will get an answer from the state. When we get the money in they do back it out of our Chapter 70 money. She will call her DOR rep on this. Mr. Crowley noted that he looks at this every year and never noticed it. Ms. Guertin noted that it is entirely possible that Mike Daley did back those numbers out. In 2016 and 2017 they were included and may have been done so erroneously as those are receipts reserved for those specific purposes. Ms. Bohnson doesn't see anything for vocational school transportation. Mr. Rucho noted that those costs are within the school budget. The Board recalled that previously there was a separate line item for vocational school

in the school budget, however, that practice was changed to allow the school to move money around without going back to town meeting.

With regard to revenues, Mr. Crowley noted that this budget assumes we are going to the full levy limit. He also recalled the town not doing that last year and the excess was used to keep the tax bills level so residents didn't see a huge increase with the new building projects.

Analysis of General Government

Moderator: this line will be level funded **0% increase**

Board of Selectmen: this line item will be level funded. **0% increase**

Town Administrator: this line item at \$187,123. It includes a cola for the Municipal Assistant and budgets the new Town Administrator at \$105,936. **.74% increase**

Reserve fund: This line item will be level funded at \$32,000.

Town Accountant: This line item will increase from \$160,911 to \$169,091. The Town Accountant anticipates a change in the Administrative Assistant position and funds will be needed for overlap training. **5.08% increase**

Town Audit: This line item will be increased from \$23,900 to \$34,650. This covers our auditing services for next year. The reason for such a large increase is due to the fact that we need to fund for the Actuarial Services necessary to comply with reporting requirements of GASB 74/75, which requires a bi-annual valuation. This is an every 2 year expense. **44.98% increase**

Assessors Department: This line item will go from \$102,413 to \$102,424. It is current level of services from the Assessor's Office. The Assessors salaries also remain at \$100. **.01% increase**

Treasurer/Tax Collector: This line item will decrease from \$213,661 to \$206,778. This maintains the current level of services for the Treasurer/Tax Collector department. In the past we had included \$10,000 for ban issuance costs, however, we do not have any bans anticipated in FY20. Rather it will be a long-term bond issuance paid for in debt services. **3.22% decrease**

Town Counsel: This line will be level funded at \$80,000. **0% increase**

Computer Services: This line will decrease from \$132,515 to \$131,069. The purchase services line is reduced because in FY19 we built in a budget much higher for a new IT consultant. The proposal received was lower than expected so we were able to reduce that line item a bit. Capital line item has increased because of the needs in our Computer Replacement Schedule. **1.09% decrease**

Town Clerk: The increase in the salary line is due to the cost of living allowance, from \$71,874 to \$73,311. This budget maintains the services provided in the Town Clerk's office for the Town Clerk and the Assistant Town Clerk. **2.00% increase**

Elections: This line item will decrease from \$28,810 to \$25,610. This budget anticipates reimbursement from the state on extended polling hours. It also increases the hourly rate for election workers at \$8.25 an hour to \$9.00 an hour. **11.11% decrease**

Conservation Commission: This line will increase from \$1,500 to \$1,800. The Commission has increased their fees and they need additional funds to allow the increases in the fees to catch up to their actual spending. **22.00% increase**

Planning Board: This line will increase from \$3,364 to \$4,000. They requested \$4,800. The Planning Board has a number of non-fee generating projects on their plate. They include amending the zoning Bylaws, marijuana establishments and Village Center Zoning Bylaw. **18.91% increase**

Zoning Board of Appeals: This line item will increase from \$2,800 to \$3,000. The Board has increased their fees and they need additional funds to allow the increases in the fees to catch up to their actual spending. **7.14% increase**

Town Hall: This will increase slightly from \$72,627 to \$73,280. This increase is for the Consolidated Supplies line which initially was \$12,000 and in time reduced to \$8,000. We will be absorbing the Board of Health in this line. They requested \$650 we have reduced that to \$387. It covers the operational costs of our Town Hall and we also appropriate \$9,900 for building maintenance, similar to other municipal buildings. **.90% increase**

Public Safety Building: The line will be level funded. It does set aside once again \$9900 for Municipal Building Maintenance improvements for the building. **0% increase**

Town Report: Level fund this line item. **0% increase**

WBPA-TV: This budget is level funded and funded by Charter fees. **0% increase**

Facilities Management: This budget is reduced slightly. In discussions with interim DPW Director, who has facilities management experience, to see if there is an interest in transitioning into this position. **6.16% decrease**

Total General Government expenditures: Funding this section of government at \$1,267,472, a decrease of **0.01%**.

Analysis of Public Safety

Police Department: This will increase from \$1,697,454 to \$1,705,934. It also includes a contractual COLA for the officers. These numbers are based on the retirement of a sergeant and his replacement coming in at Step 1, bringing in a lower step patrolman, and paying for the retirement costs of the individual who is retiring. It include the cost of a new cruiser via our cruiser replacement plan. **.50% increase**

Fire Department: This line item will increase from \$804,161 to \$912,442. This figure includes \$33,000 of contractual obligations. It also includes one full-time addition to the staffing (75% reimbursable for first 2 years if Safer Grant is awarded) should we not get the Safer Grant and it includes two part-timers for Saturday coverage. We anticipate this this full-time position will help reduce the number of calls we give to area towns and we will recoup lost revenue, estimated to be \$43,000. The two Saturday part/time positions will alleviate overtime paid to the full-time personnel due to uncovered shifts estimated to be a savings of \$8,850. Purchased Services were reduced by 41.58% due to the fact we put \$25,000 in the line item at the October town meeting for one-time vehicle repairs. Ambulance expenses and Ambulance Supplies have been combined. They went

from \$58,950 to \$68,900 as a result of increases in medication costs, software for patient care reports, ambulance billing and medical supplies. **13.47% increase**

Public Safety Communications: This line item will increase from \$181,830 to \$183,852. Initially this was going to be a 20% increase, however, in speaking with the Holden Chief they were able to get grant funds for some of the anticipated expenses. Next year this is project to be funded at \$103,000 as Paxton will be joining the group. **1.11% increase**

Building Department: This line item will decrease from \$104,387 to \$90,772. This budget funds the building commissioner at 20 hours a week and a part-time secretary. Supplies have increased for new code books. The two other expense lines were rolled into one. **13.04 % decrease**

Sealer of Weights: Level funding for this line item at \$1,775 to maintain the current contract with the Commonwealth to do the measure tests. The Town does recoup inspection fees for these tests that pay for the contract. **0% increase**

Emergency Management: This line item will increase from \$7,500 to \$8,000. Increase due to emergency dispatching **6.67% increase**

Animal Control: We will reduce this line as the Animal Control Officer no longer uses a town phone. **9.38% decrease**

Total Public Safety expenditures: funding this section of government at \$2,917,250; an increase of 3.70%.

Analysis of Education

Education: The School Department budget covers the expenses relating to the educational needs of the community. Using the funding formula agreed to almost ten years ago by the Board of Selectmen and the School Committee, I am proposing increasing funds to the School Department from \$12,045,167, to \$12,403,969. Their requested bottom line number was \$12,454,000; We have provided an increase of 2.98%.

Analysis of Public Works

Public Works: this line will increase from \$748,427 to \$782,971. There is a minor decrease in salaries based on usage and overtime. We have a new line for Parks Fertilizer, which is budgeted at \$14,600 per the quote of the vendor. This figure includes the addition of a full year of the police station and the senior center. It also includes \$2,000 for Pride Park. It provides the continued level of support for the tree warden and street maintenance. It also sets aside \$9900 for Municipal Building Fund for building repairs. **4.62% decrease**

Snow and Ice Removal: this line will be level funded at \$166,000. This budget cannot be reduced from level funding in order to allow for overspending in the event of drastic emergency situations. **0% increase**

Street Lighting: This line item will be funded at \$34,820. This is a \$22,700 reduction from last year. This budget reflects the costs to provide streetlights on the Town's roads. The MLP should be commended for their work on the LED Street Light Replacement Program resulting in the **39.47% decrease**

Trash Removal & Disposal: this line will be increased from \$413,700 to \$425,700. This should be sufficient to provide for trash collection and disposal services in the community as we continue to work with SWAT to increase our recycling rates. Next year we will be renegotiating our curbside collection contract. Next week I am attending a Recycling Summit event in Framingham and hoping to pick up some good concepts on how to increase our recycling. **2.90% increase**

Cemeteries: Per the union contract this line item will go from \$99,902 to \$106,494. **increase of 6.60%.**

Total Public Works expenditures: Funding for this section of government will be at \$1,515,985 an increase of **2.05%**.

Analysis of Human Services

Board of Health: The Board of Health's revenues show they can no longer support the wages for the staff. They have increased their fees. However, changes in regulations have impacted the fees we can collect. An example is charging a fee for a retail non-profits which previously brought in \$2,540. This year, we will increasing funding for this line item from \$0 to \$9,000. We partnered with the City of Worcester for reduced services and we have entered into an Intermunicipal Agreement with the Town of Sutton for nursing services. In addition, we reduced the hours from 25 to 19 of the Administrator/Inspector position. We have also done our best to eliminate duplicate spending. The flu clinic, which was a convenience for our employees, cost the town \$2,625. We have included this department in the Town Hall Consolidated Supply line item. That has been eliminated as you can drive down Route 12 and get a flu shot at a number of locations and it is covered by your health insurance. **100% increase**

Council on Aging: This line will increase from \$84,028 to \$112,787. This proposal provides for the staffing of the department, step increases for staff, and keeps the programs running, including meals on wheels. It also includes the operational costs of their new Senior Center. The increase is salary is due to the custodian going from 8 to 15 hours a week. The reimbursements for the custodian from Steve Migridichian were a wash. This also sets aside \$4000, a partial year, of funding under the Municipal Building Maintenance for building repairs. **34.23% increase**

Veterans Services: This line will increase from \$125,750 to \$127,485. This line item provides for benefits for Town veterans. The Town will receive 75% reimbursements on expended benefits. The increase is due to the fact that the previous Veterans Service Officer personally paid for the office expenses. That is no longer going to occur and the town will be responsible to cover the costs of trainings and software license fees. Mr. Crowley noted that that line item will have excess funds in it. **1.38% increase**

Total Human Service expenditures: This section of government will be funded at \$249,272, an increase of 18.83%.

Analysis of Culture & Recreation

Library: this line item will increased from \$416,305 to \$462,468. This proposed budget will satisfy the funding requirements for accreditation by the Massachusetts Board of Library Commissioners. It also funds step increases and overtime. This budget increases the hours of the custodian from 11 to 15 per week and brings the position hours more in line with our other municipal buildings. They are

also requesting a \$3,000 increase in their overtime budget to cover staff meetings and mandatory town trainings and workshops. The library has seen a 22% increase in attendance over the past 4 years. Utility costs have drastically increased. Gas prices have increased. From FY16 to FY18 gas prices increased just over \$2,300. The library also has to share the costs to have the lot at the Odd Fellows plowed for staff parking. Mr. Hadley asked if the DPW could plow the lot. It was noted that town forces are not allowed to be used for private property. It does set aside \$9900 for Municipal Building Maintenance. **11.09% increase**

Celebrations: this line item will be funded at \$1,700 per vote of the Board. **100% increase.**

Total Culture & Recreation expenditures: this section of government will be funded at \$416,169, an increase of 11.50%.

Analysis of Debt Service

Debt – Principal: this will be funded at \$479,301. It is a fixed cost and represents the amount of money the Town is required to pay for the principal on its debt. **1.24% decrease**

Debt – Interest: funding this line at \$342,775. It is a fixed cost and represents the amount of money the Town is required to pay for the interest on its debt. **46.49% increase.**

Short-term borrowing: funding this line item from \$178,916 to \$171,525 in order to cover interest on temporary loans to the Town. **4.13% decrease**

Total Debt Service expenditures: \$993,601 – an increase of 10%. These are fixed costs to the Town

Analysis of Intergovernmental

Regional Planning Assessment: This line item includes the Town's participation in the Central Massachusetts Regional Planning Commission. This assessment rate requested of the Town comes to \$1,871 and is based on the Town's population.

Wachusett Earthday: This covers the town's participation in the earthday program. Like the Regional Planning Assessment, our costs are based on population and comes to \$4,121.

Wachusett Greenways: This is level funded at \$1,000 and goes towards maintenance of the rail trail.

Total Intergovernmental expenditures: \$6,992 – an increase of .66%.

Analysis of Employee Benefits

Retirement and Pensions: This is a fixed cost of the Town and cannot be lowered in accordance with Chapter 32, Section 22 (7)(c)(ii). Worcester County Retirement Board requests the figure. The number includes the Municipal Light Plant and that is returned to us in full as a local receipt. Town budgets \$1,284,449 to meet this obligation. **11.92% increase**

Workers Compensation: This is a fixed cost to the Town and is based, in part, by our workers' compensation claim experience. Due to recent claim history and the recommendation of our workers' compensation insurance agent, I am recommending that we fund this line item at \$77,000. **6.39% increase**

Unemployment Insurance: This is a fixed cost to the Town and is based upon historical data. I believe we need to fund this at \$35,000 for next year. January's Department Head Report noted that this line has the trust to fall back on and we would need to replenish that at town meeting. **16.67% increase**

Unemployment purchased services: This is a fixed cost to the Town and is used to pay the costs of the Unemployment consultant for the Town. It is an assessment of \$2,700. Level funded

Group Health Insurance: This is a fixed cost to the Town and is the Health Insurance line item for the active and retired Town and School employees. I am proposing level funding this line item at \$3,567,852 even though we had a 6% increase. The increases to the retirees premiums are not determined until October or November. We have a modest cushion to allow a potential of 10 additional bodies coming in on the town's health insurance plan. Level funded

Group Life Insurance: This is a fixed cost to the Town and should not be lowered. Based on stable premium costs, the Town Accountant has recommended that this line item be maintained at \$13,000. Level funded

Medicare: This is a fixed cost to the Town and is based upon a percentage of the Town's payroll. It is requested that this line item be raised to \$198,000. **2.06% increase.**

Analysis of General Insurance

General Insurance: I am increasing this line item from \$194,000 to \$198,000. This covers all our buildings and contents, vehicles, equipment, bonds for six positions, life insurance policies for our police and fire chiefs (per employment contracts), and our police and fire injured on duty coverage. The increase is due to a full year for the new Senior Center 2.06% increase

Total Employee Benefits/Risk Management: \$5,377,229– an increase of 2.95%. Mr. Crowley noted that traditionally we fund the group health insurance assuming everyone will take the benefit and traditionally it has been the source of free cash. He feels we have plenty of money but moving forward it will impact the amount of free cash available for next year. Next year when we have an increase it will go up the full increase. This is how it should be done but we will start at a \$200,000 reducing in our free cash.

Analysis of ESCO

The ESCO - Principal and interest are provided for in accordance with the 15-year lease amortization schedule.

INTERIM TOWN ADMINISTRATOR'S REPORT

1. Town Meeting Update

The town has received two, 10-taxpayer petitions to be placed on the warrant. The first is to ban all types of adult use Marijuana Establishments, which was previously approved at the October 15, 2018 town meeting. The second is the change the existing Zoning Bylaws, which were also approved last year, and prohibit all types of adult use Marijuana Establishments in the town's Industrial Zone. Last October the town approved this use for the business, industrial and commercial districts in town. The Moderator will be appointing a backup Moderator who will oversee the overflow room, which will be the cafeteria, should one be needed. We have also reserved the school for Tuesday, May 21st should we need a second night for town meeting. Town counsel has advised

that the Board of Selectmen is required to include the Warrant Articles submitted by 10 Taxpayer Petition on the Annual Town Meeting warrant in the form they were proposed. With respect to the second article, which proposed an amendment to the Town's Zoning Bylaw, the Board should refer this matter to the Planning Board for a public hearing and report and recommendation. I additionally note that the first article, which proposes to ban all types of adult use marijuana establishments by way of general bylaw, could potentially expose the Town to litigation in the event it passes. There are several pending cases in other similarly situated communities where a Town has passed by 2/3 vote a regulatory zoning bylaw that permits marijuana uses in certain zoning districts and a subsequent citizen petitioned effort to ban such uses by way of general bylaw passes by a majority vote. In these cases, applicants for marijuana establishments that have already entered into Host Community Agreements have brought judicial challenges to the general bylaw bans. In a recent case involving the Town of Charlton (a copy of which I have attached), the Land Court determined that the later-proposed general bylaw ban was not sufficient to overturn the regulatory zoning adopted by the Town, and that any future ban would need to be passed as a zoning (not general) bylaw amendment.

2.Town-wide Cleanup Day Update

On Saturday, April 27th from 9-12, we will be having a town-wide cleanup day event. Michaun Fowler and Tony Saunders will co-chair the event. John Schlichte and Norma Chanis have volunteered to work on the committee. We had a very productive meeting last week, t-shirts have been ordered, fund raising letters are going out, and residents who joined in the clean up effort from last year will be contacted to see if they have an interest in participating this year. The state is encouraging towns to designate Saturday, April 27, 2019 for springtime cleans. We have registered our event on the state's website and we will report our results. For those viewers who were not involved last year, you are able to register for the event via the town's website, just visit our home page.

3.Malden Street Bridge Project – Town Notification

The town received notice on the temporary bridge closure. It is anticipate to begin on April 15, 2019 and be completed on June 18, 2019. The Police Chief has notified all residents who live past 1000 Goodale Street

4.CMRPC Additional Traffic Counts

Just a follow up on a previous agenda item. The Chief recommends we request counts on Prospect Street on both sides of the Woodland Street intersection. The Transportation Committee did not offer any suggestions.

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

1.Saturday March 23, 2019 at The West Boylston Town Hall, On Behalf of the Friends and Family of Andrea E. La Vigne, You are Welcome to Join Us at The All Hearts for Andrea CPR Clinic Presented by West Boylston Fire EMT's. Training time slots are 8 to 10 a.m., 10 to noon, 2pm to 4 pm. To register call 777 450 3523 or email cfiske@westboylstonfire.org. This Clinic is free and open to the public. Refreshments will be served. The La Vigne Family Pay Special Recognition to The West Boylston Class of 1996 for Their Support.

2. Monday, March 25th will be the day Elder Services recognizes “March for Meals” for awareness of senior hunger and isolation. Rep. Jim O’Day will be going along with the director of Elder Services to deliver Meals on Wheels to about four of our clients in WB. They have extended the invitation to the BOS if one would also like to come along

3. March 21-30, Friends of the Library Book Sales. March 21, 5-8 is Friends’ Night. Check the website for other times.

4. Announce that the town will be receiving \$290,967 in Chapter 90 for FY2020

FUTURE AGENDA ITEMS/SELECTMENS REPORTS:

Mr. Hadley would like to discuss going out to bid for town counsel services.

Mr. Rucho asked if we had a policy on OPEB. Ms. Guertin states we do, it recognizes that we need to fund it and set out strategies to fund it. One of the strategies is we need to make a contribution each year when our pension assessment is caught up in 2035 for Worcester Regional.

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

Respectfully submitted,

Approved: May 8, 2019

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