



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

Board of Selectmen/Sewer Commission Meeting Minutes

Date / Time / Location of Meeting April 17, 2019; 6:30 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 6:30 p.m.

Motion by Mr. Rajeshkumar at 6:30 p.m. to enter into executive session under the provisions of Massachusetts General Laws, Chapter 30a, Section 21(A), Part 3 to discuss strategy with respect to potential litigation with the Mixter Building Demolition Contractor, second by Mr. Crowley. Roll call vote: Mr. Rajeshkumar yes, Mr. Hadley yes, Mr. Rucho yes, Mr. Crowley yes. Ms. Bohnson will be joining the Board in executive session. Mr. Rucho declares that an open meeting discussion may have a detrimental effect on the bargaining position of the public body and announced that the Board will reconvene in open session.

Motion Mr. Crowley at 6:59 p.m. to come out of executive session, second by Mr. Hadley. Roll call vote: Ms. Bohnson yes, Mr. Crowley yes, Mr. Rajeshkumar yes, Mr. Rucho yes, Mr. Hadley yes.

The Board reconvened their meeting at 7:00 p.m.

PUBLIC COMMENT – 7:05PM:

No one came forward under this agenda item.

APPROVAL OF MEETING MINUTES:

1. April 3, 2019, regular session

Motion Mr. Hadley to approve, second by Mr. Rajeshkumar. Vote on the motion – Messrs. Crowley, Rajeshkumar, Hadley and Ms. Bohnson yes; Mr. Rucho abstains as he was not in attendance.

2. April 10, 2019, regular session

Motion Mr. Hadley to approve, second by Mr. Rajeshkumar. Vote on the motion – Messrs. Rucho, Rajeshkumar, Hadley and Ms. Bohnson yes; Mr. Crowley abstains as he was not in attendance.

**REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING
APRIL 4, 2019 TO APRIL 17, 2019: Town Payable Warrants FY2019-41 and 42; Sewer
FY2019-SE21; Payroll P/R 2019-20; MLP #28; School FY2019-S16**

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

Police Chief Dennis Minnich - Introduce new police officer – Mitchell Rogers

Chief Minnich introduced Mitchell Rogers. Sgt. Glynn is retiring, Rick Petit will be promoted to Sergeant and Mr. Rogers will fill the vacancy for Officer Petit. Mr. Rogers is joined this evening by his wife, mother and father. Ms. Bohnson asked him where he lives. He states he lives in East Brookfield. She asked what attracted him to West Boylston. He states it is a bigger town and it is closer to home as he currently works in Berlin. He has also heard nothing but great things about the town, it is triple the population of the town he works in now, has great restaurants and a big reservoir. He grew up in Spencer, worked in Paxton and graduated from Anna Maria College.

Motion Mr. Hadley to concur with the appointment of Mitchell Rogers as a Patrol Officer effective April 29, 2019 for a term to expire on April 28, 2020 at Step 2, \$30.38 an hour, second by Mr. Crowley, all in favor. The Chief noted that he passed his physical and his psychological. He has also done right alongs.

NEW BUSINESS:

1. Consider voting to designate the senior center located at 120 Prescott Street in West Boylston as the polling location for the town and provide notification of that change in the May informational mailer and other local media

Town Clerk Elaine Novia joined the Board. She reports that she has approval from Bridget Simmons Murphy at the Secretary of State's Office to use the new senior center as the town's polling location. She found us fully compliant and we are required to do three items. The first is a Board of Selectmen vote, the second is we will send a mailing out with the informational mailer for town meeting 20 days prior to the election, and we will post notice in three places in each prescient. We will also post a notice on the electronic sign, cable and the Item. We will also include a notice in the church bulletin. It was agreed to send a thank you letter to the church from Board.

Motion Mr. Rajeshkumar to designate the senior center located at 120 Prescott Street in West Boylston as the polling location for the town, second by Mr. Hadley. Ms. Bohnson reports that there was a concern about having food brought in and because it is a commercial kitchen they would have to sanitize the kitchen. Ms. Novia clarified that they do not use the kitchen they bring prepared food in and will be serving the food in another room, not the kitchen. It was also suggested to advertise on the emergency sign. Mr. Crowley feels that regardless of how we advertise the change in polling locations, people will still show up at the church. It was agreed to post signage at the church as well, the light bill, notify Angell Book Village, Hillside Village, the school and provide notice at town meeting. Vote on the motion – all in favor.

2.Request from Henry & Fran Brewing Company for a one-day license to sell beer at 235 West Boylston Street from 3:00-7:00 p.m. on Saturday, April 27

Francesca Metterville of Harry & Fran Brewing Company joined the Board. She is requesting a one-day license to sell craft beers at 235 West Boylston Street. They are pending federal approval to locate their business, which is currently at 185 Laurel Street, at that location. They have been in West Boylston for a couple of years. It is two, two-hour session, 3-5 and 5-7. It will be capped at 40 per seating with a two drink limit per person. They intend to have a food truck at the event as well.

Ms. Lucier reports that initially the plan was to have the event in the front parking lot at 235 West Boylston Street and both the Fire and Police Chiefs did not agree with the plan. The plan has now been changed and the event will be in the rear of the building. The Chiefs were fine with the new plan and the Fire Chief has requested lines be painted and he will inspect the area prior to the event. They do not intend to have entertainment.

Motion Mr. Crowley to approve the license request, second by Ms. Bohnson, all in favor.

3.Request for one-day transient vendor license from the Town-wide Cleanup Day Committee to allow Froze Zone to provide gelato to the volunteers in the parking lot of town hall

Motion Mr. Crowley to approve the license and waive the fee, second by Mr. Hadley, all in favor.

7:15 p.m. Public Hearing (cont.)– in conformity with the General Bylaws of the Town of West Boylston, ARTICLE XXIII - PUBLIC HEARING AND NOTICE to review and consider changes to Board of Selectmen fees for business and alcoholic beverage licenses

Mr. Crowley has reviewed the surveys and he doesn't believe an adjustment is needed at this time as our fees fall in the middle. Ms. Lucier asked if the Board would consider a one-day entertainment, one-day transient vendor and one-day common victuallar license. The gentleman who opened Nola Cajun Kitchen would like to have a grand opening and he would like to have a jazz band for the event. This would allow him or others the ability to get a permit for one day. Discussion ensued with Mr. Rajeshkumar suggesting a fee of \$10 for one day, Mr. Hadley suggested \$25.

Motion Ms. Bohnson to establish a one-day mobile vendor license for \$25, second by Mr. Hadley. Vote on the motion- Messrs. Rucho, Crowley, Hadley and Ms. Bohnson yes; Mr. Rajeshkumar no as he feels the fee is too much.

Motion Ms. Bohnson to establish a one-day common victuallar license for \$25, second by Mr. Hadley. Vote on the motion- Messrs. Rucho, Crowley, Hadley and Ms. Bohnson yes; Mr. Rajeshkumar no as he feels the fee is too much.

Motion Mr. Crowley to establish a one-day entertainment license for \$25, second by Mr. Hadley. Vote on the motion- Messrs. Rucho, Crowley, Hadley and Ms. Bohnson yes; Mr. Rajeshkumar no as he feels the fee is too much.

The Board opened the hearing up to public comment. David Femia states that he thinks the one-day fees are too expensive.

Motion Mr. Hadley to close the public hearing, second by Mr. Crowley, all in favor.

Motion Mr. Hadley to approve the establishment of the one-day fees, second by Ms. Bohnson, all in favor.

7:30 p.m. Public Hearing (cont.)– in conformity with the General Bylaws of the Town of West Boylston, ARTICLE XXIII - PUBLIC HEARING AND NOTICE to review and consider changes to Building, Electrical and Plumbing fees

Building Inspector George Tignor joined the Board. He reports that he reviewed a number of fee schedules from various towns, and this adjustment, it will make us comparable with some a little higher and some a little lower. He also tried to make the fee schedule a little simpler. He raised the fee for a commercial plan review, per the Board's recommendation and it is now \$750. Residential will remain at \$100 and a residential certificate of occupancy will be included in the building permit fee. Mr. Crowley asked how many plumbing inspections are required for a new house. Mr. Tignor explains that the fee is \$180 and covers up to three inspections. The perimeter drain inspection is done under the building inspector. Plumbing inspections include a rough, bringing the line up from the street and the underground. A new home would require four building inspections. Mr. Rucho suggested a base price of \$100 includes four inspections and anything above that is extra. Currently we charge \$10 per \$1,000 value. Commercial electrical will cover up to 20 outlets is one fee and there is another fee for over 20 outlets. Mr. Hadley feels we are under charging for commercial plan review, electrical and plumbing. Mr. Tignor states that he worked with the electrical inspection on this and together they came up with the figure. New commercial electrical is \$150 and it will increase to \$250 for three inspections and then it is \$60 per inspection after that. New construction residential electric includes three rough wiring, finish and underground. If he has to come back it is an additional fee. Plan review for commercial went from \$500 to \$750. There is no public comment on this item.

Motion Mr. Rajeshkumar to close the public hearing, second by Mr. Hadley. The plumbing permit fee schedule needs to have up to three inspections as it listed that way under new construction electrical. Vote on the motion - all in favor.

Motion Mr. Hadley to approve the changes as noted, second by Mr. Rajeshkumar

Gary Kellaher, Interim DPW Director

1. Chapter 90 Project Requests

Mr. Kellaher joined the Board. He is requesting the use of Chapter 90 funds for four projects to do a 1-1/2" overlay. He explained that 1-1/2" doesn't necessarily mean 1-1/2" as they have to go through a leveling course first. He is requesting \$62,355 for upper Hartwell Street, \$77,306 for Keyes Street and \$137,383 for Hosmer. He included \$137,383 for Temple Street, however, he doesn't think it is deteriorated that bad. He will have \$445,000 of Chapter 90 funds with the new allotment. He recommends a full depth reclamation for Hosmer and Keys for a total of \$214,000. With that all material is put back to use in the base. He would go with a 2" base and a 1-1/2" top course over that. He prefers monolithic Cape Cod berm. As we only have \$185,670 in Chapter 90 now he plans to send one in for the approval process and then sent the other when we get our new allotment. Ms. Bohnson asked if this is in line with the study the town did. Mr. Kellaher reports that it does show those on the Pavement Management Plan. She asked if there are any other streets in worse condition. Mr. Kellaher replied, not that he saw. He likes to go out to see the road and these are at the top of the list.

Mr. Hadley questioned what is next. Mr. Kellaher would like to do Hartwell and then Temple. Ms. Bohnson asked if he had driven around town. She noticed that the area near Wachusett Country Club, where the previous pavement project we did stopped, has an area where the road is in bad shape. Mr. Kellaher reports it is 50-60 feet that has been patched and it is not a good patch. It has to be hammered out and hot mix installed. Mr. Crowley asked if this is the 20-year patch. Mr. Kellaher

noted that you get 15-20 years with full depth reclamation and 3-5 is the band aid approach. Mr. Rajeshkumar asked if he thought we would have sufficient funds for Temple Street as he believes it is a heavily traveled road. Mr. Kellaher anticipates our next Chapter 90 allotment to be \$295,000 and he feels we could do Temple and have \$40,000 left in Chapter 90. Mr. Rucho recommends not submitting for Temple right now because we might have overages. Mr. Kellaher suggested Harwell and Keyes and waiting for the new allotment. He doesn't believe Temple has serious delamination. Mr. Crowley pointed out that the last time we did a paving project the DPW raised and lowered the manhole covers. Mr. Kellaher's notes that prices are from last year and are good until June 30th.

Motion Mr. Crowley to approve the use of Chapter 90 funds for Keyes and Hosmer Streets at a not to exceed \$220,000, second by Ms. Bohnson, all. In favor.

Other

Mr. Hadley commented on being shocked to learn how much the town spends on salt. Mr. Kellaher stressed how important salt spread speed controls are.

Ms. Bohnson requested an update on the Malden Street bridge project. Mr. Kellaher reports that as far as he knows they have not started. Ms. Bohnson requested additional signs at Newton or the bottom of Goodale Streets.

Mr. Rucho asked about the street sweeping schedule. Mr. Kellaher reports that the crew is on it every day and we are a little ahead of schedule. He noted it is a tremendous cost savings not to use too much sand. Mr. Rucho asked if they keep a log of damage to residential property during winter plowing operations. Mr. Kellaher reports that they keep a log and they are just starting on it.

NEW BUSINESS:

1. Acknowledge list of all warrant article received

The Board acknowledge the list of articles. Mr. Rajeshkumar questioned why the 2 petitioned articles are last. Ms. Lucier advised that petition articles always appear last on the warrant.

2. Update on the Town Administrator Search

Mr. Rucho reports that the committee will be meeting on Tuesday, April 23rd. Some of the members have been away and this is the first time they will look at the applicants.

INTERIM TA REPORT:

1. Update on Wage & Classification Study

Ms. Lucier reports, as the Board may recall we entered into a contract with Collins Center for Public Management to conduct a classification and compensation study for all positions covered under our Personnel Bylaw. We will be creating new or revised comprehensive position descriptions. Additionally, we will be conducting a market salary survey to measure how the Town's compensation plan compares with other municipalities in our labor market. The Collins Center will make a recommendation on a compensation structure. We have scheduled three, one-hour orientation sessions for April 30th 9:45AM and 11:00AM and Wednesday, May 1st 9:00AM.

Mr. Crowley voiced his concern that we are doing another study when we just did a study. He was told that this is being done because a few people didn't like the results of that study and some people

were told that they would not get an adjustment and they were overpaid for their positions. He feels the results and what they are. Ms. Lucier advised that this is being paid for by a grant received under the Community Compact. The Board agreed to this project and a project to create a long-rang financial forecasting tool.

2. Town Cleanup Day

Saturday, April 27th from 9-noon, rain or shine we will have our second cleanup day event. Following the cleanup, volunteers are invited to stop by town hall for lunch. The Mill will be providing two of their signature pasta dishes with bread and salad, Steve's Pizza will be providing pizza and resident Kate Boston will be proving several Thai dishes. Froze Zone will be in the parking lot of town hall serving gelato to the volunteers. All volunteers will receive a wrist band which allows them to visit Recess from 1-6 on April 27th.

FISP UPDATE:

1.General Update on Senior Center

Mr. Hadley reports that the senior center is open, people are using it and there are some punch list items we are working on.

2.Invoices

It was noted that each of these items are thoroughly reviewed the FISP prior to being presented to the Board for their consideration.

Consider voting to Sign off on Substantial Completion

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

D&L Billiards Invoice #26202, \$5,361.00

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

D&L Billiards Invoice #26271, \$238.42

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

KP Law Invoice #12005, \$703.00

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

RAC Builders, Inc., Payment #12, \$13,792

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

Colliers International: Invoice #536, \$9,216.67

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

Shanahan, Inv. #27373, \$19,560.40

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

Shanahan, Inv. #27374, \$4,630.24

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

APPOINTMENTS AND RESIGNATIONS:

Concurrence on the following Town Administrator appointment

Thomas Welsh, Hazardous Waste Coordinator for a term to expire on April 30, 2020; Bob O'Connell, Assist. Hazardous Waste Coordinator for a term to expire on April 30, 2020; Bill Nicholson, Gov. Rep. to Central Mass Emergency Medical System Corp. for a term to expire on April 30, 2020; Colby

Fiske, Ambulance Rep. to Central Mass Emergency Medical System Corp. for a term to expire on April 30, 2020; Richard Ellbeg, First Responder Rep. to Central Mass Emergency Medical System Corp. for a term to expire on April 30, 2020; Thomas Welsh, Emergency Management Director for a term to expire on April 30, 2020; Bob O'Connell, Assist. Emergency Management Director for a term to expire on April 30, 2020; Thomas Welsh, CERT Coordinator for term to expire on April 30, 2020; Thomas Welsh, Right-to-Know Coordinator for a term to expire on April 30, 2020; Thomas Welsh, Forest Warden, for a term to expire on April 30, 2020; Nancy Barakian and Beverly Goodale to the Historical Commission for a term to expire on April 30, 2022; Steven Blake and James Pedone (school rep) to the Parks Commission for a term to expire on April 30, 2022; Constables: Dennis Minnich, Thomas Balvin, Francis Glynn, Anthony Papandrea, James Bartlett Michael Pavone and James Meola for a term to expire on April 30, 2020; Matrons: Mary Almstrom and Abbi Parkinson for a term to expire on April 30, 2020 at an hourly rate of \$22.56 an hour; Town Counsel: KP Law, 6-month appointment May 1, 2019 through November 1, 2019; M. Patricia Barrie & John McCormick to the Town Common & Bandstand Use Advisory Committee for a term to expire on April 20, 2020; Allen Fraser to the position of Assistant Building Inspector for a term to expire on April 30, 2020 at a rate of \$25 per inspection; Michael Capone, Sr. to the position of Wiring Inspector for a term to expire on April 30, 2020, at a rate of \$30 per inspection; Dennis Dean and Michael Franciosi to the position of Assistant Wiring Inspector for a term to expire on April 30, 2020, at a rate of \$25 per inspection; George Mioglionico to the position of Plumbing/Gas Inspector for a term to expire on April 30, 2020, at a rate of \$30 per inspection; Eric Johnson to the position of Assistant Plumbing/Gas Inspector for a term to expire on April 30, 2020, at a rate of \$25 per inspection; Barbara Wyatt to the Economic Development Task Force for a term to expire on April 30, 2022; Tim Shea to the Parks Facilities Committee as a resident for a term to expire on April 30, 2022; Joyce Kujala, Kim Hopewell and Bernard Dow to the Town Scholarship Committee for a term to expire on April 30, 2022; Elise Wellington, Julianne deRivera and Norma Chanis to the Solid Waste Advisory Team for a term to expire on April 30, 2022; Mollynda McArthur and James Amaral to the Agricultural Commission for a term to expire on April 30, 2022; Dennis Fitzpatrick, Board of Assessors for a term to expire on April 30, 2022; Barbara Deschenes & David Femia, Council on Aging for a term to expire on April 30, 2022; Emily Eaton, Conservation Commission, for a term to expire on April 30, 2022; Steven Jones, Animal Inspector for a term to expire on March 31, 2020; Robert Barrell, Assistant Animal Inspector for a term to expire on March 31, 2020; Michael Mard, Fence Viewer for a term to expire on April 30, 2020; Christopher Rucho, John Hadley, Patrick Crowley, Siobhan Bohnson, and Barur Rajeshkumar, (the sitting members of the BOS), Ray Bricault and Phil Mallet to the Facilities Implementation & Strategic Planning Committee for a term to expire on April 30, 2021; Alan Harris, a member of the Board of Health since 1989 notified the town this year that he will not seek reappointment to the Board. A letter from the Board thanking him for his service is in the signature file.

Motion Mr. Crowley to concur with the above Town Administrator appointments, second by Ms. Bohnson, all in favor.

Consider approving the following Board of Selectmen Appointments

Christopher Olson as a full member of the ZBA with a term to expire on April 30, 2024

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

John Benson as a full member of the ZBA with a term to expire on April 30, 2024

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

Charles Witkus as an associate member of the ZBA with a term to expire on April 30, 2024

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

David Mercurio to the Bylaws Committee as a resident for a term to expire on April 30, 2020

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

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

- April 24, 6:00 p.m. special Board meeting to review, close and sign warrant
- April 25, 11-12:30 p.m. Ribbon Cutting for new Girl Scout Center, 115 Century Drive
- April 27, 9-12 town-wide Clean-up Day
- May 4, 1-3, Ribbon Cutting & Open House for new Senior Center

FUTURE AGENDA ITEMS/SELECTMENS REPORTS:

None this evening.

Motion Mr. Rajeshkumar at 8:35 p.m. to adjourn, second by Mr. Crowley, 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