



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

Board of Selectmen/Sewer Commission Meeting Minutes

Date / Time / Location of Meeting May 16, 2018; 6:15 p.m.; Selectmen's Meeting Room, 140 Worcester Street

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

Members NOT Present

Invited Guests:

Welcome – Call to Order

Time: 6:15 pm

CONVENE MEETING – 6:15PM:

- Roll call

Motion Mr. Rajeshkumar at 6:15 p.m. to enter into executive session under the provisions of Massachusetts General Laws, Chapter 30a, Section 21(A), Part 3 to discuss contract negotiations with union personnel (police, fire, cemetery), seconded by Mr. Rucho. The Chair declared that an open meeting discussion may have a detrimental effect on the bargaining position of the public body and announced that the Selectboard will reconvene in open session. Roll call vote: Mr. Rajeshkumar yes, Mr. Rucho yes, Mr. Hadley yes, Mr. Crowley yes, Ms. Bohnson yes.

Motion Mr. Rucho at 7:25 p.m. to come of executive session, seconded by Mr. Rajeshkumar. Roll call vote: Mr. Crowley yes, Mr. Rucho, Ms. Bohnson yes, Mr. Hadley yes, Mr. Rajeshkumar yes.

The Board reconvened at 7:26 p.m.

PUBLIC COMMENT

No one is present this evening under this agenda.

APPROVAL OF MEETING MINUTES:

- Motion to Approve April 30, 2018 regular session: Mr. Rajeshkumar with one edit.
- Seconded: Mr. Rucho

- Result: all in favor

- Motion to Approve May 2, 2018 regular session: Mr. Crowley
- Seconded: Mr. Rucho
- Result: all in favor

- Motion to Approve May 2, 2018 executive session (1): Mr. Rucho
- Seconded: Mr. Rajeshkumar
- Result: all in favor

- Motion to Approve May 2, 2018 executive session (2): Mr. Rajeshkumar
- Seconded: Mr. Crowley
- Result: all in favor

Review and vote to approve warrants for the period covering May 3, 2018 to May 16, 2018: payable warrants for the town FY2018-45 & 46, payroll warrant FY2018 #22, sewer warrant FY2018 SE-17, school warrant FY2018, S-19, and Municipal Light Plant warrant FY18 #25

- Motion to Approve: Mr. Crowley
- Seconded: Mr. Rajeshkumar
- Result: All in favor

John Suraci – Report on Eagle Scout Project

Mr. Rucho reports that the memorial has been built and installed, however, it is not fully completed yet.

NEW BUSINESS:

1.Consider approving Nancy Lucier as an alternate signature for the Building Department's payroll and payable vouchers

Motion Mr. Crowley to approve, seconded by Mr. Rucho, all in favor.

2.Recognize the acceptance of the following donations for the Bandstand Committee and to approve expenditure of these funds for general purposes - \$265 from Walter C. Cranston, \$265 from Reservoir Garage, and \$265 from John McCormick in memory of Pauline McCormick

Motion Mr. Crowley to recognize and accept, seconded by Mr. Rucho, all in favor.

3..Board's Summer Meeting Schedule: July 18 or 25 and August 15

The Board agreed to meet on July 25th and August 15. They will also have a brief meeting on Monday, July 2 at 6:30 to consider end of the year transfer requests.

4.Consider Fire Chief's request to grant permission to host the Wachusett Fire Muster on June 26 on Central Street and Church Streets

Fire Chief Tom Welsh reports that they have taken out a permit to use the commons and they are looking for an organization who could provide food. The Boy Scouts were contacted, however, they don't have sufficient manpower. They plan to close off the streets and the event is from 10-4

with eight communities participating. Mr. Crowley suggested the Chief reach out to the PTA as they use food vendor trucks as vendors.

Motion Mr. Crowley to grant permission, seconded by Ms. Bohnson, all in favor.

5. Treasurer Collector staff stipends

The Treasurer/Collector has asked that we give consideration to providing a stipend to the two employees in her office while she was out of the office following surgery. Per the recommendation of the Personnel Board she used their guidance document to recognize the extra work load on her two employees during that time, they are each entitled to \$217.44. Per the guidance document, you take the lowest step on Treasurer/Collector's grade, calculate the daily rate for that position, adjust the hours from eight the Treasurer/Collector works to their six and a half the two employees work and you take the difference and divide it between the two employees.

Motion Mr. Rucho to approve the request, seconded by Mr. Crowley, all in favor.

6. Chairman's report on the Town Administrator's performance report

Mr. Hadley reports that the Board met last week and reviewed their evaluation with Town Administrator Scheipers. He reviewed the following performance review categories and the Board's rating. Service and Support to the Board, rating below expectations, Budget Preparation and Administration, rating below expectations, Managerial Skills, rating does not meet expectations, Human Resources, rating below expectations, Relations with Media and Community, rating, below expectations, Goal Setting and Achievement rating does not meet expectations, Relations with Federal, State, other Government Units, rating meets expectations, Dealing with Uncertainty and Changing Conditions, rating, below expectations, Risk Management, rating below expectations, Personnel & Professional Growth of the TA rating below expectations.

Mr. Hadley noted that the Board had a good discussion and he thinks this is something we can work on. He would also prefer a numerical rating of 1-5. Mr. Crowley feels the problem with a 1-5 rating is if they are doing their job he would give a 3 and he would never give a 5. He likes the verbiage rating. Mr. Rucho thinks we should look at it and Ms. Bohnson would prefer beginning the process well in advance. Board members will be provided with a packet of the individual reviews.

OLD BUSINESS:

1. Discussion on next steps for Cemetery Land RFP process

Cemetery Trustees John McCormick and Ron Menard joined the Board. Ms. Scheipers explained that the Town, at the request of the Board of Cemetery Trustees, issued a Request for Proposals to purchase for land to expand the cemetery. We have four years of space left in our cemetery. We did not take any action on the first RFP we sent out, we sent out a second one and received two proposals. With the Trustees, the Board walked the 20 acre site located at 135 Pierce Street, the Gambaccini property. Tonight they will discuss how best to move forward.

Mr. Menard has walked all the land and Mr. Hadley noted that the site is very level, on the corner of Maple and Pierce, and not much wetlands. Mr. Menard would like to do test borings for bed rock. They would like to begin negotiations with the property owner conditional upon town meeting funding. The price is slightly over \$1 million and would require a debt exclusion. We would also include funds to develop the property with Mr. McCormick pointing out that we would not need to develop the entire 20 acres immediately. They have one section of the cemetery with 435 lots available and we average selling 80 lots a year. It will give them time to work on preparing a new

cemetery. The law says every town must provide a cemetery. Mr. Rajeshkumar reports that there are a few questions people are asking. The first is are there any wetlands. Mr. Menard notes there are two small seasonal wet areas they and they will put in arborvitae along the back yards of the residents on Maple Street. Other properties looked at were much wetter. Mr. Rajeshkumar asked where the entrance would be. Mr. Rucho states that is all part of the design and there are several options. This parcel comes with a house and garage.

Motion Mr. Rucho to start negotiating with the owner to purchase the land, seconded by Mr. Crowley, all in favor.

2. Vote to approve and authorize Chair and Town Administrator to sign Green Community Designation Grant contract and related documents

Motion Mr. Crowley to approve, seconded by Ms. Bohnson. The grant, which is \$145,435 is earmarked for energy efficient measures at the school buildings and the school department is ready to proceed with the project. The majority of the work is electrical. Vote on the motion – all in favor.

4. Consider voting endorsements of May 21 town meeting warrant articles

Motion Mr. Rucho for the Board to endorse the moratorium on the sale and distribution of recreational marijuana article, seconded by Mr. Crowley, all in favor.

Motion Mr. Crowley to endorse the article to modify the abatement percentage and the article to increase income limits for income tax credit, seconded by Mr. Rucho, all in favor. Mr. Crowley asked if someone is gone for six months of the year and are in a foreign country for one day, do they get the abatement. Ms. Scheipers will get that information.

5. 127 Hartwell – Coghlin Request for Board to consider TIF in exchange for Community Partnership

Mr. Hadley and Ms. Scheipers met with a representative from Coghlin who was not aware of the conversation the Board previously had with Steve Migridichian regarding a TIF. They said they would still be interested in a TIF and asked what it would take for the Board to consider that. They suggested a community contribution the Board might find worthwhile such as funding a sports program. Neither Mr. Rucho or Mr. Crowley feel this offer would change their mind. The purpose of the TIF is to attract new business into town and they are already here so for us to give them a TIF it doesn't make any sense. Ms. Scheipers did ask them if they would provide any additional job opportunities in the town and they advised that there would be no increase in jobs.

6. Board Retreat: June 4, 11 or 25

The Board agreed to go with June 11th at 6:00 p.m. at a location yet to be determined.

TOWN ADMINISTRATOR'S REPORT

1. 2018 Fall Town-wide Clean-up Day planning report

Ms. Scheipers met with John Scannell, Butch Jackson, Norma Chanis of SWAT and Maggie Lee of the Board of Health to begin planning for a town-wide cleanup day. They are proposing to have the event on October 13th with a rain date of October 20th. If the Board approves the date they will move ahead with their planning. At the end of the day she would like to gathering at Goodale Park for all the participants. The Board agreed with the October 13th date.

2.Holy Cross Community Contribution

The town received Holy Cross' second year community contribution to the Library in the amount of \$12,000. The donations were used to increase the Saturday hours of the library and according to the Director the impact of the extra hours was reflected in the summer reading totals. Last summer children read 9466 books in 8 weeks and the summer before they read 8881 in 8 weeks.

3.State COMMBUYS procurement system

With the new state procurement requirements that citizens and towns must place bid notices on their web based procurement system, we have identified users for each office and the state will be out at the end of the month to train all registered users so we will be in full compliance with the state.

4.Status of FY18 Legal Expenditures to date

Through March we have expended \$46,750 and we have \$33,250 remaining in the line item.

5.Update on COA move costs borne by S. Migridichian

To date Steve Migridichian has spent \$110,000 in direct costs including moving expenses. It also includes computer costs.

6.Recognition of Citizen Donation of Supplies

Ms. Scheipers acknowledged a contribution made by Mike Moynahan of Angel Brook Village for his donation of offices supplies to the Board of Selectmen's office.

7.Other Updates

Ms. Scheipers gave special recognition to Celia Hartigan who served 20 years on the Board of Health. The Board would like to send her a letter of thanks.

FISP UPDATE:

Police Station:Valley Communications Invoice #647393: \$7,247.79 – Motion Mr. Crowley to approve, second by Mr. Rajeshkumar, all in favor.

Caolo & Bieniek Invoice #8746: \$79.51 – Motion Mr. Crowley to approve, second by Mr. Rucho, all in favor.

Sr. Ctr: Cardinal Construction Change Order: #001: Flow Test & Geo-tech \$10,400 - Motion Mr. Rucho to approve, second by Mr. Rajeshkumar, all in favor.

Caolo & Bieniek Invoice #5747, \$8,700 – Motion Mr. Rajeshkumar to approve, second by Mr. Rucho, all in favor.

Caolo & Bieniek Invoice #5761, \$14,055.00 – Motion Mr. Rucho to approve, second by Mr. Crowley, all in favor.

RAC Bldrs. Pmt #1, \$238.020 – Motion Mr. Rucho to approve, second by Mr. Crowley, all in favor.

Yankee Engineering & Testing Invoice #24837, \$2,185.00 – Motion Mr. Rajeshkumar to approve, second by Mr. Crowley, all in favor.

Cardinal Construction Pmt #7: total of \$27,061.00: (a) \$10,400 (b) \$16,661 – Motion Mr. Crowley to approve, second by Ms. Bohnson, all in favor.

APPOINTMENTS AND RESIGNATIONS:

1.Resignation: Shannon McInerny, PEG Production Assistant. Effective 5/7/2018.

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

1. May 21, 2017 Town Meeting at the Middle/High School 7:00 p.m.
 2. May 21, 2017 Board special meeting prior to town meeting, 6:30 p.m. Middle/High Cafeteria
 3. Saturday, May 26, 2018 - 6:30 Goodale Park – Music & Fireworks
 4. Memorial Day Exercises: Monday, May 28, 2018: 8:30 a.m. - St. Luke's Cemetery; 9:15 a.m. – High Plains Cemetery; and 10:30 a.m. – Parade assembly at Library to Mount Vernon Cemetery
- To assist call Jack McCormick 774.261.0596. You are invited to march in memory of your loved one.

FUTURE AGENDA ITEMS/SELECTMENS REPORTS:

Ms. Bohnson would like an update on the work taking place in the center of town she also reports that the green arrow on the Honey Farms side to Central Street is not working. Mr. Rucho thinks the sensor may have been taken out due to pavement grinding. She also noted that it was supposed to be done in two weeks and that was a while ago.

Mr. Hadley would like to look at the door locking policy. Last night when he came to town hall he couldn't get in because the code was changed. He suggested putting it on a timer. The Board would like to explore a computerized door locking system.

Motion to Adjourn at 8:25 p.m.: Mr. Rajeshkumar

Seconded: Mr. Rucho

Result: All in favor

Respectfully submitted,

Approved: May 16, 2018

Nancy E. Lucier, Municipal Assistant

John W. Hadley, Chairman

Christopher A. Rucho, Vice Chairman

Barur R. Rajeshkumar, Clerk

Siobhan M. Bohnson, Selectman

Patrick J. Crowley, Selectman