** Town of West Boylston**

140 Worcester Street, West Boylston, Massachusetts 01583

**Board of Selectmen/Sewer Commission**

**Meeting Minutes**

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| **Date / Time / Location of Meeting****June 5, 2019; 7:00 p.m.; Selectmen’s Meeting Room, 140 Worcester Street** |  |
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| **Members Present****Patrick J. Crowley, Chairman****Barur R. Rajeshkumar, Vice Chair****John W. Hadley, Clerk****Michael J. Kittredge III, Selectman****Christopher A. Rucho, Selectman** |  |
| **Members NOT Present** |  |
| **Invited Guests:**  |  |

Mr. Rucho convened the meeting at 7:00 p.m. All members are present. Mr. Rucho congratulated Mr. Kittredge on being elected to the Board and welcomed the return of Mr. Rajeshkumar.

**PUBLIC COMMENT – 7:05PM**:

No one came forward under this agenda item.

**BOARD REORGANIZATION – BOARD OF SELECTMEN & BOARD OF SEWER COMMISSIONERS: Vote Chairman, Vice Chairman and Clerk**

 Motion Mr. Rajeshkumar to designate Mr. Crowley as Chairman, second by Mr. Hadley, all in favor.

 Motion Mr. Hadley to designate Mr. Rajeshkumar as Vice Chairman, second by Mr. Crowley, all in favor.

 Motion Mr. Crowley to designate Mr. Hadley as Clerk, second by Mr. Rajeshkumar, all in favor.

 Mr. Crowley thanked Mr. Rucho for an excellent job this past year serving as the Chairman.

**Consider Designating Other Selectmen Assignments for 2019-2020**

* TWPC – Motion Mr. Hadley to designate Mr. Kittredge for this assignment, second by Mr. Rucho, all in favor.
* Upper Blackstone Water Pollution Abatement District (alternate) – Motion Mr. Rucho to designate Mr. Crowley for this assignment, second by Mr. Hadley, all in favor.
* MBTA – Motion Mr. Hadley to designate Mr. Kittredge for this assignment, second by Mr. Rucho, all in favor.
* Parks Facilities Committee – Motion Mr. Hadley to designate Mr. Rajeshkumar & Mr. Crowley for this assignment, second by Mr. Rucho, all in favor.
* MWRA – Motion Mr. Rucho to designate Mr. Crowley for this assignment, second by Mr. Kittredge, all in favor.
* Affordable Housing Trust Board of Trustees – Motion Mr. Rucho to designate Mr. Hadley for this assignment, second by Mr. Kittredge, all in favor.
* CMRPC alternate – Motion Mr. Hadley to designate Mr. Rajeshkumar for this assignment, second by Mr. Rucho, all in favor.
* Bylaws Committee – Motion Mr. Rucho to designate Mr. Crowley for this assignment, second by Mr. Rajeshkumar, all in favor.
* Economic Development Committee – Motion Mr. Hadley to designate Mr. Rucho for this assignment, second by Mr. Kittredge, all in favor.
* Municipal Buildings Committee – Motion Mr. Rucho to designate Mr. Rajeshkumar for this assignment, second by Mr. Hadley, all in favor.
* Transportation Cmte. ex officio –Motion Mr. Rucho to designate Mr. Rajeshkumar for this assignment, second by Mr. Kittredge, all in favor.
* PEG Board – Motion Mr. Hadley to designate Mr. Rucho for this assignment, second by Mr. Rajeshkumar, all in favor.
* Citizen’s Survey liaisons – Motion Mr. Rajeshkumar to designate Mr. Rucho and Mr. Rajeshkumar for this assignment, second by Mr. Kittredge, all in favor.
* Town Beautification liaisons – Motion Mr. Rajeshkumar to designate Mr. Hadley and Mr. Rucho for this assignment, second by Mr. Kittredge, all in favor.
* Cemetery Contract Negotiations – Motion Mr. Rucho to designate Messrs. Hadley and Rajeshkumar for that assignment, second by Mr. Crowley, all in favor.
* DPW Contract Negotiations - Motion Mr. Rucho to designate Mr. Hadley for this assignment, second by Mr. Crowley, all in favor. Motion Mr. Hadley to designate Mr. Rucho for this assignment, second by Mr. Crowley, all in favor.

**APPROVAL OF MEETING MINUTES:**

1. May 15, 2019, regular session

Motion Mr. Hadley to approve, second by Mr. Kittredge. Vote on the motion – Messrs. Crowley, Rajeshkumar, Hadley and Rucho yes; Mr. Kittredge abstains as he was not present at the meeting.

1. May 15, 2019, executive session

Motion Mr. Hadley to approve, second by Mr. Rucho. Vote on the motion – Messrs. Crowley, Rajeshkumar, Hadley and Rucho yes; Mr. Kittredge abstains as he was not present at the meeting.

1. May 20, 2019, regular session

Motion Mr. Hadley to approve, second by Mr. Rajeshkumar. Vote on the motion – Messrs. Crowley, Rajeshkumar, Hadley and Rucho yes; Mr. Kittredge abstains as he was not present at the meeting.

**REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING MAY 16, 2019TO JUNE 5, 2019: Town Payable Warrants FY2019-48, FY2019-49; Sewer FY2019-SE24 & 25; Payroll P/R 2019-23 & 24; MLP #31 & #32; School FY2019-S18**

 Motion Mr. Rajeshkumar to approve the warrants as noted, second by Mr. Hadley. Mr. Rucho pointed out that all warrants are reviewed each weekend either by Mr. Crowley or Mr. Rajeshkumar prior to them being listed on the agenda. Under the Municipal Modernization Act the Board has to vote to approve the warrant at its meeting.

**Bonnie Yasick, Treasurer/Collector – Signing of the serial loan notes for the final borrowing on the fire truck**

Ms. Yasick joined the Board and reports that we are borrowing $530,000, a 2.4% State House Note. We will pay $37,100 in interest and $567,000 in debt service.

 Motion Mr. Rucho for the Board to sign the serial loan notes, second by Mr. Hadley, all in favor.

**NEW BUSINESS:**

1.Consider approving a Disclosure by Special Municipal Employee of Financial Interest in a Municipal Contract for Whitney Barnard, Library Trustee

 Ms. Lucier explains that Whitney Barnard, a member of the Board of Library Trustees, has applied for the position of Library custodian. Library Trustees were previously designed Special Employee status and due to the fact that they do not hire library staff and that function is delegated to the Director, all that is required is for him to file a Disclosure of Financial Interest in a Municipal Contract which is approved by the Board of Selectmen.

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

**Doug Horka & Lucas Rinker – Eagle Scout Project**

 Doug Horka joined the Board with Lucas Rinker. He reports that they met with Jack McCormick and he proposed that they install the monument by a tree near the bandstand. Lucas reports that he was contacted by the owner of the Causeway Crossing Mall and he would like to donate $1,000 towards the project and he has contacted some of his friends to see if they would do so as well. At this point Lucas needs the Board to sign off that they understand what the project is and it will be a benefit. Mr. Rajeshkumar asked how tall the monument would be. Lucas explained that it will be around six feet tall and have a granite base and no plaque. He distributed a rendering done by the project architect. Mr. Rucho suggested he reach out to the DPW Director about the base and Mr. Horka offered to take care of that. Lucas will ask his sculptor to see if he will make the base.

 Motion Mr. Rucho to move forward with the project and have the Chairman sign the paperwork, second by Mr. Kittredge, all in favor. Mr. Rucho asked Lucas to keep the Town Administrator up to date on what is going on so the Board can be updated.

**Steven Lisauskas, Vice President of Government Affairs for Waste Zero – presentation on Curbside Textiles Recycling**

 Mr. Lisauskas joined the Board. He explained that Waste Zero is a waste reduction company that spends a lot of time helping cities and towns reduce their tonnage. A lot of cities and towns are spending a lot of time banning plastic bags and they are .3% of solid waste. They have noticed that 8.1% of trash is reusable recyclable textiles and only 15% of that material is collected. In their work they came across a company that exclusively collects and recycles textiles for towns. One million residents in Massachusetts have this program. If West Boylston wanted to implement the program, they would send the pink bags to all the residents who have curbside trash collection. They follow the same route as the trash collector. If you put our two bags the driver picks up the bags and leave you two more. If you are cleaning out a home and need 30 bags you call them and they will drop the bags off for you. They will pay the town $20 a ton for the material. Simply Recycles pay for the program and it is no cost to the town. First the material goes to thrift stores, pots, pans, textiles, dish towels, tools, a variety of material and it is all listed on their website and a letter that is sent to each resident who is on the curbside trash collection route. Every community can customize their mailer. Mr. Rajeshkumar noted that when they leave clothes at the Salvation Army they get a tax break. He asked if they provide a tax break. Mr. Lisauskas explained that most of the places you leave textiles at are for profit and you can get a tax deduction, with the tax law changes you cannot. Simple Recycle is a recycling service and they do not give the deduction. Mr. Rajeshkumar asked where do they leave the bags. Mr. Lisauskas explained it is secured to something, your mail box, or a recycling barrel, or your front step railing, or under a rock. They have 39 communities in Massachusetts doing this now. Those nearby include Grafton and Shrewsbury and Worcester is interested in it. Mr. Crowley asked about the contamination rate. Mr. Lisauskas reports it is a low single digit on the average with 3-4% the highest. Mr. Rucho asked if there are any negatives. Mr. Lisauskas states the biggest issue is set out rates being at 2-3%. The vehicle moves quicker through town and residents tend to put out their trash around the time they typically get picked up. So the van may come sooner and they don’t yet have out their pink bag and trash. In that instance they call customer service and they can leave it out for pick up the next day first thing in the morning, or they can take it back in and put it out next week. Mr. Rucho asked if the items get ruined when out in snow or rain. Mr. Lisauskas noted that the string on the bag blocks the opening really well. Norma Chanis of SWAT noted that she spoke with Grafton and Framingham and both had nothing but wonderful things to say about the program. Simple Recycle will process the material, some will be resold, repaired or resold for fiber value.

 Motion Mr. Rucho to move forward with the program, second by Mr. Kittredge, all in favor. Mr. Crowley stated that it is not about money it is about not putting things in our landfills.

**NEW BUSINESS (cont.):**

2.Consider request from AJ’s Pizzaria, 67 West Boylston to transfer their Common Victuallar license to The Do Inc., d/b/a AJ’s Pizzaria

 Arthur Voyiatois joined the Board with Nicole Hatzopoulos. Arthur explained that they have been in town for 17 years and they want their parents to retire. Everything will remain the same. Nicole reports that she and her husband have owned a donut business in Hudson for 27 years. Her husband was previously in the pizza business. Mr. Rajeshkumar asked why they selected West Boylston. Nicole noted that they wanted to come to West Boylston years ago and open a donut shop. They building they wanted to buy would not accommodate a drive thru and that is when they went to Hudson.

 Motion Mr. Rucho to approve the transfer, second by Mr. Kittredge, all in favor. Arthur’s last day will be July 1.

3.Fire Chief Tom Welsh discuss surplus fire equipment

 Chief Welsh would like to dispose of his used rescue truck and fire engine. They were told by the sales person that they would do better on their own. They could put it out to auction, do their own ad or go to the Muni Bid website where you post the price you are looking for and municipalities bid on the equipment. The site is all sanctioned by the state and at the end of the day they pay the purchase price and they get the fee from the buyer. The Chief reached out to other area chiefs to see how they disposed of equipment. Gardner and Barrie fire departments had all good comments on the Muni Bid web site. The Sterling DPW swears by it. We can look at the website and see what similar vehicles are being advertised for. It was suggested that we ask $3,000 to $8,000. He has already had three inquiries about the truck from the Bolton, Clinton and Cranston, Rhode Island. Engine 3 is 28 years old and the Mach is 25 years old. Mr. Hadley suggested asking for $4,500 for each piece. Mr. Rucho asked what you have for options if it doesn’t sell. The Chief note that you can go in and readjust the minimum bid. They each had issues, not major, but we didn’t want to sink any more money into them. Mr. Rajeshkumar suggested asking if a neighboring town is interested in it.

 Motion Mr. Hadley to designate the 2 pieces surplus and advertise with a minimum bid of $4,500 for each unit, second by Mr. Kittredge. Mr. Rucho appreciates another town looking at it, but if we can get another $9,000 we should. Vote on the motion – all in favor.

 Jeff Legendre, Fire Chief in Bolton, and lieutenant on the town’s Fire Department joined the Chief to address the Board. They have two pieces of apparatise that have mechanical issues and they would like to borrow one of our vehicles. His 2003 rescue dropped a fuel tank and it is out of service. They would like to use one of our vehicles for two weeks. Mr. Crowley would not have an issues as long as our town is protected. We will check with MIIA or have counsel draft an MOU. Also any legal fees associated with this would be paid by the Town of Bolton. Mr. Kittredge asked if there is a minimum amount of time the item needs to remain on the website. Mr. Hadley states if it is like any other auction, once you achieve the minimum bid you can accept it.

 Motion Mr. Hadley, if possible, to let them use it for 15 days, second by Mr. Kittredge, all in favor.

4.Concurrence on the hiring of Donna Gallagher to the position of Clerk in the Office of the Treasurer/Collector effective June 25, 2019, for a maximum of 5 hours a week, at Step 2 of Grade 2, $15.04 per hour

 Ms. Lucier reports that we were fortunate to receive a number of good applicants for this job posting. Donna has volunteered in the Cemetery Department and she has excellent customer service skills and attention to detail. She will be a great addition to the office.

 Motion Mr. Hadley to approve the hiring, second by Mr. Kittredge, all in favor.

5.Consider voting to recognize the acceptance of the following donations for the Bandstand Committee and to approve expenditure of these funds for general purposes: $265 from Cmte to elect James J. O’Day, $265 from Reservoir Garage, $265 from Oriol Health, $265 from Menard’s Auto, $265 from CMSC Auto School, $265 from Soft Step Floor, $265 from Manor Restaurant, $265 from O’Connor’s Restaurant, $265 from Clinton Savings, $265 from Fay Brothers Funeral, $265 from S&S Farms & Deli

 Motion Mr. Rucho to recognize the acceptance of the donations, second by Mr. Hadley, all in favor. Mr. Rucho thanked all the businesses for their support of the concert series.

6**.**Review Senior Center building use form (CR)

Mr. Rucho reports that he asked Ms. Lucier for a copy of the building use form for the senior center. He feels the residents should be allowed to use the center at a reduced price and should pay less than a non-resident. The Board would like to have a discussion with the Council on Aging and the Director. Mr. Rajeshkumar noted that we said it was going to be a Senior Center/Community Center. Mr. Crowley feels that town use on week nights should be at no charge. The Board voiced concern that civic groups, such as Little League would have to pay a fee. David Femia, a member of the Council on Aging stated that the Council never voted or approved this. They discussed it, and have a meeting on Monday and perhaps it is on their agenda. The Board agreed to table this and this time. Ms. Lucier reports that the original form was sent to town counsel for review and it was edited at that time. It was also reviewed by bond counsel who approved the language. Mr. Kittredge requested the original application which was sent to town counsel. Mr. Rajeshkumar feels that when the senior center is in use any West Boylston group should be able to use it. The Board requested a schedule of what other towns use their senior centers for.

7.Rail Trail dog feces problem (PC)

 Mr. Crowley reports that we, as a Board, say we do not want to give the rail trail to DCR because they do not allow people to walk their dogs. If people who use the trail do not pick up after their dog we could do a letter of agreement with DCR to have them enforce this, a solution absent outright banning dogs. If the dog owners are not going to clean up after their dogs maybe we should swap the land for a piece of DCR property for a cemetery. It was noted that Wachusett Greenways stocks bags for dog owners. Mr. Crowley feels West Boylston residents who do not own a dog are being punished because there is dog feces all over the place. He is concerned about residents and non-residents who enjoy the trail and having to put up with that. He thinks we need to let the public know that if this continues dog will not be allowed on the rail trail. Mr. Rucho states that we have the same issue at our parks. Mr. Kittredge suggested putting up some signage. Mr. Rucho suggested having the Animal Control Officer go down and write some tickets. We will ask Wachusett Greenways about towns that own rail trails and what do they do about dog owners who do not pick up after their dog. Ms. Lucier reports that there is a sign on the kiosk alerting dog owners to pick up after their dog. There was also an issue in the past with people leaving the dog feces bags in the portable toilets.

**FISP UPDATE:**

1.General Update on Senior Center

 Mr. Hadley reports that there are a lot of rumors going around about the contractor and the condition of the ball field. No one is getting paid until the job is complete and the town is happy with the job. Mr. Rucho pointed out that the town takes ownership after three cuttings of the new grass. Mr. Crowley added that it also says that the field will be returned to its original condition. This will be discussed at the next building meeting.

**APPOINTMENTS AND RESIGNATIONS:**

1.Concurrence on the appointment of the following officers as Special Officers for work details during the period of June 1, 2019- June 30, 2010 at $49.00 per hour. All offices will have until August 1, 2019 to be sworn in and complete their paperwork with the Town Accountant’s Office or they will forfeit their ability to work details for this fiscal year: Auburn: Ken Charlton, Adam Gustafson & Matthew Alexandrovich; Becker College: David Bousquet; Boylston: John A. Annunziata, Robert M. Barbato, Kenneth D. Johnson, Russell N. Parker, Jared B. Piche, Matthew Ryel, Mark L. Shepard, Robert C. Thomas & Cody J. Thomasian; Clinton: Robert E. Champagne, Robert J. Champagne, Christopher M. Cornelius, Michael J. Fazio, Michael J. Fazio, Jr., Michael Frick, Jeffrey J. Frisch, John J. Gaughan, Kyle Grady, Gerald B. Guerra, James A. Hisman, Edward J. Jeffrey, Jr., Joseph Lefebvre, James M. McNamara, Jr., Jeffrey R. Notaro, Brendan M. O’Malley, Brian M. O’Malley, Jeffrey P. O’Toole, Karl W. Schmidt, Paul P. Silvester, Jr., Michael Welch, Richard B. Welch, & Christopher R. Willoughby; Lancaster: Christine Duggan, Frederick Hatstat, Gary Henderson, Ronald W. Knoll, Kevin Lamb, John T. McNally, James A. McNamara, Jose Miletti, Patrick Mortimer, Eric Schmidt & Andrew Shaw; Spencer: James Murray; and West Boylston: Mark Morrissey

 Motion Mr. Rucho to concur with the appointment of the special officers as printed in the agenda, second by Mr. Hadley, all in favor.

2.Acknowledge official notice of retirement of Sgt. Francis Glynn

 The Board thanked Sgt. Glynn for his years of service. Sgt. Glynn’s official notice of retirement reads as follows. ‘I would like to take this time to officially announce my retirement from the West Boylston Police Department. My official last day of employment will be August 12, 2019. After completing 30.75 years working for the West Boylston Police Department, I now find it is time to seek out other opportunities and to spend more time with my family. I want to take this opportunity to thank the Town of West Boylston for their trust and support in allowing me to serve as a West Boylston Police Officer. I also want to thank my fellow officers for their support and dedication to the overall mission of the West Boylston Police Department. I sincerely wish the best for everyone, and I thank you all for the guidance and support you have given me over the years.’

3.Acknowledge resignation of Theo Jordan as Volunteer Grant Coordinator

 The Board acknowledged the resignation.

Concurrence on the promotion of officer Richard Petit to Sergeant effective July 1,2019 atStep 1

4.Consider approving the following Board of Selectmen reappointments: Christopher Berglund & William Fay Jr. to the Finance Committee (3 yrs)

 Motion Mr. Rucho to approve the appointments, second by Mr. Hadley, all in favor.

5.Concurrence on the following Town Administrator reappointments: John Flynn – PEG Board (1 yr), Susan Meola & Raymond DeSanti – Town-wide Planning Cmte (3 yrs), Michael Peckar, Brenda Bowman & Raymond DeSanti – Open Space Implementation Cmte. (3 yrs), Vincent Vignaly - Cmty Preservation Cmte. (3 yrs), Steven Jones, Animal Control Officer (1 yr) $11,000 stipend, Louis Massa Assistant Animal Control Officer (1 yr), David Lauzon as Veterans Services Officer (1 yr) annual stipend $5,000, Douglas Horka as Asst. Veterans Services Officer (1 yr), Permanent Sergeants: Thomas M. Balvin & Anthony Papandrea (3 yrs), and Permanent Patrolmen: Marcello Tavano, David Westerman, David P. Pupecki & Matthew Saunders (3 yrs)

 Motion Mr. Rucho to concur with the appointments, second by Mr. Kittredge, all in favor.

**MEETINGS, INVITATIONS & ANNOUNCEMENTS:**

1.June 9, 2019, 2:30 – First Congo Church – Eagle Scout Court of Honor for John Suraci

2.June 10, 2019, 6:00 – Listening Session for Municipal Vulnerability Plan with CMRPC and

Core MVP Team Selectmen’s Room of Town Hall

3.June 26, 7:00 p.m. next Selectmen’s meeting

4.Discuss Summer meeting schedule: July 10 & August 7

 The Board agreed with the summer schedule as presented.

**FUTURE AGENDA ITEMS/SELECTMENS REPORTS:**  There are none at this time.

Motion Mr. Hadley at 8:30 p.m. to enter into executive session under the provisions of MGL, Chapter 30a, Section 21(A), Part 2 to discuss strategy contract negotiations with non-union personnel, the Town Administrator**,** second by Mr. Rucho**.** Roll call: Mr. Rajeshkumar yes, Mr. Hadley yes, Mr. Rucho yes, Mr. Crowley yes, Ms. Kittredge yes. The Board may reconvene in open session

Motion Mr. Hadley to come out of executive session at 8:55 p.m., second by Mr. Rucho. Roll call vote: Mr. Rajeshkumar yes, Mr. Hadley yes, Mr. Rucho yes, Mr. Crowley yes.

**RECONVENE AFTER EXECUTIVE SESSION**

 The Board reconvened at 9:02 p.m. Mr. Kittredge announced that he did recused himself from the entire executive session and he will recuse himself for the next agenda items.

1.Consider appointment of permanent Town Administrator

 Motion Mr. Rucho to appoint Nancy Lucier as the permanent Town Administrator, second by Mr. Rajeshkumar, all in favor.

2.Consider signing Employment Agreement for permanent Town Administrator

 Motion Mr. Rucho to move forward and sign the employment agreement, which was discussed in executive session once the Town Administrator has had a chance to look through it, second by Mr. Hadley, all in favor.

Motion Mr. Rajeshkumar at 9:08 p.m. to adjourn, second by Mr. Rucho, all in favor.

Respectfully submitted, Approved: June 26, 2019

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Nancy E. Lucier, Municipal Assistant 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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 Siobhan M. Bohnson, Selectman

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John W. Hadley, Selectman