

Members present: John W. Hadley  
Kevin M. McCormick  
Siobhan M. Bohnson

Christopher A. Rucho (arrived at 7:30)  
Patrick J. Crowley

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

**Read and acceptance of Minutes from Previous Meeting:**

Motion Mr. McCormick to approve the regular session meeting minutes of May 16, 2016, seconded by Ms. Bohnson, all in favor.

Motion Mr. McCormick to approve the regular session meeting minutes of May 18, 2016, seconded by Mr. Crowley, all in favor.

Motion Mr. McCormick to approve the executive session meeting minutes of May 18, 2016, seconded by Mr. Crowley, all in favor.

Motion Mr. McCormick to approve the regular session meeting minutes of May 25, 2016, seconded by Ms. Bohnson, all in favor.

**Larry Chism, Candidate for Personnel Board (term to expire 6/30/2018)**

Mr. Chism joined the Board. He previously served on the Town Administrator Search Committee. With the resignation of the Personnel Board Chairperson Maryjane Baer, he has stepped forward to fill the vacancy. He is an executive recruiter, has had his own practice for 20 years, and thinks he can contribute to the Personnel Board. Mr. Hadley noted that he did a great job on the Town Administrator Search Committee.

Motion Mr. McCormick to appoint Mr. Chism to the vacancy on the Personnel Board for a term to expire on June 30, 2018, seconded by Mr. Crowley, all in favor.

**Robin Mellecker, Candidate for Associate Member Zoning Board of Appeals (term to expire 4/30/2021)**

Ms. Mellecker joined the Board. She moved to West Boylston 13 years ago, has two boys, adores the town, and is grateful for the education they are receiving. She thought she would give back by donating her time. She also stated that she would recuse herself on any dealings with Wayne's Weaponry.

Motion Mr. McCormick to appoint Ms. Mellecker as an Associate Member to the ZBA for a term to expire on April 30, 2021, seconded by Mr. Crowley. Ms. Bohnson asked why she was interested in the ZBA. Ms. Mellecker wanted to do some heavy lifting and originally she was interested in the Affordable Housing Trust or Council on Aging, neither committees had vacancies. She is resourceful, creative, and hard working. Vote on the motion – all in favor.

**NEW BUSINESS**

1. Consider appointing Karen Paré to the position of Temporary Warden for the June 7<sup>th</sup> Annual Town Election, as recommended by the Town Clerk

Motion Mr. McCormick to approve the appointment, seconded by Ms. Bohnson, all in favor.

2. Concurrence on the appointment of Special Officers to work details during the period of July 1, 2016 for a term to expire on June 30, 2017 at \$43.00 per hour (list attached)

Motion Mr. McCormick to approve the appointments, seconded by Ms. Bohnson, all in favor.

3. Concurrence on the following Town Administrator June reappointments: Veterans' Services Officer: Douglas Horka (1-yr.); Animal Control Officer: Charles Witkus (1 yr.); Assist. Animal Control Off: Steven Jones (1 yr.); Permanent Sgt: Thomas M. Balvin, Francis G. Glynn, Matthew Saunders & Anthony Papandrea (3 yr. appts); Permanent Patrolmen: Marcello Tavano, David R. Richardson, David Westerman, James J. Dugan, David P. Pupecki, Richard Petit and James B. Bartlett (3 yr. appts.); Treasurer/Tax Collector: Bonnie Yasick (3 yr. appt); Town-Wide Planning Cmte: Raymond DeSanti, Norma Chanis and Susan Meola (3 yr. appts); Open Space Implementation Cmte: Barbara Wyatt, Michael Peckar, Brenda Bowman and Raymond DeSanti (1 yr. appt); Community Preservation Cmte: George Bernardin (3 yr. appt.)

Motion Mr. Crowley to approve the appointment, seconded by Ms. Bohnson, all in favor.

4. Consider the following Board of Selectmen June reappointments: Personnel Bd: Christine Mazeika, Employee designee (3 yr.); Finance Cmte: Pat Bryant, Christopher J. Berglund and William J. Fay, Jr. (3 yr.)

Motion Mr. Crowley to approve the appointment, seconded by Ms. Bohnson, all in favor.

5. Consider voting to accept Bandstand donation in the amount of \$250.00 from Beverly Goodale on behalf of the town

Motion Ms. Bohnson to accept the donations, seconded by Mr. McCormick, all in favor.

6. Consider signing Lease Agreement By and Between the Town of West Boylston with the West Boylston Lighting Plant for the former landfill property

The Board previously voted to sign the agreement, which is in their Signature File.

## **TOWN ADMINISTRATOR'S REPORT**

### **1. Auditing Services Contract**

Ms. Scheipers reports that she issued a Request for Proposals, and received proposals from Roselli Clark & Associates, Powers & Sullivan, Melanson Heath and Ron Beaulieu & Company. She worked with Town Accountant Leslie Guertin and Treasurer/Collector Bonnie Yasick to review the proposals and ranking criteria. After doing phone interviews and checking references with Roselli Clark & Associates and Powers & Sullivan, Powers and Sullivan was ranked the preferred firm. When she opened the price proposals they are within the amount budgeted or FY17. She recommends the Board vote to award a three-year contract to Powers & Sullivan and authorize the Town Administrator to sign the contract.

Motion Mr. McCormick to award a three-year contract to Powers & Sullivan and authorize the Town Administrator to sign the contract, seconded by Ms. Bohnson. Mr. Crowley stated that being in the industry, he did call some other accountants and learned that Powers & Sullivan specialize in municipal accounting and have a good reputation. Vote on the motion – all in favor.

### **2. Architectural services for the conceptual design of the Senior Center**

In accordance with the vote taken at the May 16 town meeting, Ms. Scheipers is drafting a Request for Qualifications to seek proposals from qualified architectural firms to develop a conceptual design for a senior center with a fee not to exceed \$10,000. She sent the RFP to FISP for review.

She is asking them to consider that they will do a conceptual design at this point but we may retain their services for the full design construction bid documents and construction administration later. Ms. Bohnsen questioned how long it would take after the RFP goes out. If she was just asking for the RFP Ms. Scheipers would say two to three weeks, however, because she is also asking them to put themselves in the running for the full design it will be 30 days, a June 30<sup>th</sup> deadline, right after the next FISP meeting so we might need to schedule an additional FISP meeting to review the proposals.

### 3. Resignations from Conservation Commission Members

Ms. Scheipers reports that we have received resignations from Conservation Commission members Charlene Hopkins and David Eckhart. Mr. Eckhardt provided the following letter, which he would like read into the record.

Dear Ms. Scheipers, For my entire career, which started in 1966, I have strongly believed that all stakeholders should be treated fairly and equally. To this end, I have lectured at a number of Universities on the subject of Professional Ethics, from the perspective of a PE and chemical engineer. In May 2013, the West Boylston Conservation Commission recognized that it needed added tools to continue to provide low cost, pragmatic service to all stake holders in the Town of West Boylston. The Commission hired an expert to write its bylaw and patterned the draft document after other bylaws in effect in 200+ Massachusetts cities and towns. We held extensive public hearings and sought input from all interested parties. This matter was brought to the attention of the West Boylston Bylaw Committee in November 2014. At that time the West Boylston Bylaw Committee had the responsibility to take one of the following actions in a timely manner: 1. Concur with the draft. 2. Offer an alternate that would pass review by an experienced bylaw Attorney, 3. Give the West Boylston Conservation Commission a written explanation of why they could not support the draft. The Conservation Bylaw was placed on the warrant for the May 2015. The Bylaw Committee asked for added time to consider the proposal and the Conservation Commission review the warrant article and gave the Bylaw Committee an added time to thoughtfully consider the proposal. As a result of the Bylaw Committee's request, we added a sitting member of the WB Bylaws Committee to the Conservation Commission. The Bylaw Committee had taken no position as of the Conservation Commissions May 2, 2016 Meeting. The Bylaw Committee subsequently decided to oppose the Bylaw at the May 16 Town Meeting. The Bylaw Committee's failure to provide timely "Due Process" means that each of the Conservation Commission Members and the Commission as a whole has not been treated fairly. Each member of the Conservation Commission has sworn to uphold the Wetland Protection Act. Under these circumstances, it is against my long held professional ethics to serve the Town as either a volunteer or employee.

By this letter, I am resigning from: 1. The Conservation Commission, effective June 30, 2016, 2. The Finance Committee, effective June 30, 2016 and 3. The Capital Investment Board, effective June 30, 2016. My informal support of the Forest Pest Task Force (ALB & EAB) will conclude on May 31, 2016, and my support of the ESCO project (both current and future phases) will conclude on June 17, 2016. My judgement is that this matter should be placed before the State of Massachusetts Ethics Commission for their further review. I have enjoyed working for the Town for the past decade and I am disappointed that I am unable to continue.

Mr. Crowley noted that Ms. Hopkins was the Conservation Commission's representative to the CPA. We will reach out to the committee to have them designate another person

## **MEETINGS, INVITATIONS & ANNOUNCEMENTS**

Mr. Hadley announced that next Monday, June 6<sup>th</sup>, at 3:30 the Council on Aging will host a forum to discuss the new senior center. Everyone is invited to participate and give input.

June 7<sup>th</sup> is the Annual Town election. Everyone is encouraged to come out and vote.

**SELECTMEN REPORTS**

Mr. Crowley thanked the It's a Celebration Committee for the fireworks display. He noted that although the Memorial Day parade was rained out, we did have a good showing. He thanked all who came out. On June 2 the American Legion will have their annual flag burning ceremony. Anyone can attend and bring any flags they need to have burned.

Ms. Bohnson encouraged people to attend the senior center forum and provide input. She also reminded residents to go out and vote in next Tuesday's election.

**FUTURE AGENDA ITEMS**

Ms. Bohnson inquired as to whether we had any meetings planned with Holy Cross. Ms. Scheipers advised that she has a preliminary meeting schedule for next Friday with Jamie Hoag. Ms. Bohnson asked the status of the Malden Street project. Ms. Scheipers reports that we have the updated engineering costs and we are waiting for the updated construction costs. Mr. Kittredge is putting together the Chapter 90 forms for the Board to sign off on. Ms. Bohnson would like an update at the next meeting.

Mr. Hadley would like brought up the pay scale for the cemetery department and if we wanted to have the Cemetery included under the umbrella of the DPW.

Motion Mr. McCormick at 7:21 p.m. to enter into executive session under the provisions of Massachusetts General Laws, Ch 30a, §21(A), Part 3 to discuss strategy with respect to the collective bargaining position of the public body and the chair so declares (fire department negotiations), seconded by Mr. Crowley. The Chair so declared. Roll call vote: Mr. McCormick yes, Ms. Bohnson yes, Mr. Hadley yes, Mr. Crowley yes. The Board will not be going back into open session.

Motion Mr. Rucho at 8:00 p.m. to come out of executive session, seconded by Mr. Crowley. Roll call vote: Ms. Bohnson yes, Mr. Crowley yes, Mr. Rucho yes, Mr. Hadley yes, Mr. McCormick yes.

With no further business to come before the Board, motion Mr. McCormick at 8:00 p.m. to adjourn, seconded by Mr. Rucho, all in favor.

Respectfully submitted,

Approved: June 15, 2016

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Nancy E. Lucier, Municipal Assistant

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John W. Hadley, Chairman

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Kevin M. McCormick, Vice Chairman

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Siobhan M. Bohnson, Clerk

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Christopher A. Rucho, Selectman

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Patrick J. Crowley, Selectman