



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 November 1, 2017; 7:00 p.m.; Rm 210 Town Hall |
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| Members Present John W. Hadley, Chairman Christopher A. Rucho, Vice Chair Barur R. Rajeshkumar, Clerk Patrick J. Crowley, Selectman Siobhan M. Bohnson, Selectman |
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| Members NOT Present |
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| Invited Guests: |
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Welcome – Call to Order

Time: 7:00 pm

PUBLIC COMMENT

No one is present for this agenda item.

APPROVAL OF MEETING MINUTES:

October 16, 2017, regular session

Motion to Accept: Mr. Rajeshkumar

Seconded: Mr. Rucho

Result: All in favor

October 18, 2017, regular session

Motion to Accept: Mr. Crowley

Seconded: Mr. Rucho

Result: All in favor

October 18, 2017, executive session

Motion to Accept: Ms. Bohnson

Seconded: Mr. Rajeshkumar

Result: All in favor

Review and vote to approve warrants for the period covering October 19, 2017 through November 1, 2017: payable warrants for the town FY2018-17 and 18, payroll warrant FY2018

#9, sewer enterprise warrant FY2018-SE-12, school warrant FY2018 S-7, and Municipal Light Plant Warrant FY18 #10

Motion to Accept: Mr. Crowley

Seconded: Mr. Rucho

Result: All in favor

Solid Waste Advisory Committee discussion regarding recycling and bag fees

SWAT members Julianne deRivera and Elise Wellington joined the Board. Ms. deRivera explained that SWAT was formed in 2007 by the Board of Selectmen and pay-as-you-throw started in 2009. Since taking that step we have seen a reduction in trash by 29%, from 1,970 tons to 1,407 tons, which decreased our net cost of trash 41% from \$395,492 to \$232,440. There had been a substantial increase in recycling rates from 21% to 32% over the past eight years. However things have changed and our recycle rate has remained stable. That and in addition to the fact that we expect an increase in our disposal rate, we may have to pay for recycling, the closing of the Casella landfill in December and our trash contract will be expiring in three years, has the committee considering efforts to encourage people to increase their recycling and reduce their trash. Information from the DEP website indicates that there are towns in Massachusetts that have recycling rates at 52%, we are 32% and SWAT would like to increase bag fees. West Boylston and six other towns have the lowest rate. Mr. Rucho asked if those towns fund trash in their budget through an override. He added that all the bag fee is to cover is what was voted on for the override and the cost today. Ms. Wellington added that it does not have to go to the trash budget. Ms. Scheipers explained that technically you identify the purpose the first year and after that it can be used for any portion of the budget, but typically it is used for the same purpose. Mr. Rucho stated that we wanted to keep the money just like the voters voted.

Ms. deRivera noted that former DPW Director John Westerling mentioned that the cost to the town to dispose of a bag of trash was \$2.20. West Boylston along with 5 other towns have the lowest bag fee in the 147 other pay as you throw towns in the state, which range from 50¢ to \$5.00. They think of this as a user fee, not a tax. We have options to change the bag fee to \$1.50 or \$2.00 a bag. Mr. Rucho would like to know what the current override is worth today. What trash actually costs and what we have to make up. Mr. Hadley asked if there is any data to support when the cost of bags go up people use less. Ms. deRivera states it is hard to find that answer. Ms. Wellington noted that we are doing well on having fairly low tonnage per household, however, our recycling rate is nothing to brag about. In a very wealthy community people have a lot more stuff. The state's goal is to reduce the amount of trash per household and we are doing a good job on that. They are also looking to educate people on how to reduce, reuse and recycle. They plan to put together a video and work with the schools to adopt a Green Team and write articles in The Item. Mr. Crowley questioned the statement that we may have to pay for recycling. We may also have to go back to double stream recycling. Ms. Wellington reports that China is putting a ban on plastic and waste paper will have to meet a much more stringent contamination level. Metal scape and aluminum will likely face a 3% contaminant ban next year. The market for recyclables is down and it will impact our contract when it comes up for renewal. With single stream it will be a problem meeting those standards.

Mr. Rajeshkumar noted that currently the small bags cost 50¢ and the large bags are \$1.00 for a total net cost of \$233,000 to the town. If we increase to 75¢ for small bags and \$1.50 for large bags

the total net cost would be \$149,000 to the town and if we increase the small bags to 1.00 and large to \$2.00 the total cost would be \$74,000. He asked if there is a reason why we need to do this. He asked if we increase the bag fee do you think it will make people recycle more. Ms. Wellington noted that she thought when we voted to go with single-stream recycling it would increase our recycling rates and that did not happen. She feels it would be rewarding those who recycle and give people more of an incentive to recycle. Mr. Crowley pointed out that the cost of the town stays the same, am I paying it out of their fee pocket or our of my budget. Mr. Rajeshkumar suggested education. Mr. Rucho added that the only way he would do this is to see what was voted on by the towns people for the override. He would like to see if it is worth what we actually pay today. Ms. Scheipers suggested reaching out to other communities whose contracts are coming up for renegotiation to get a better sense. While you are not required to bid out trash collection, we will request bids when our contract expires to get the best value for the service.

Public Hearing in accordance with MGL Chapter 166, Section 22, Pole Petition request from Verizon

Mr. Hadley opened the public hearing and Mr. Rajeshkumar read the following notice. In accordance with Massachusetts General Laws, Chapter 166, Section 22, the Board of Selectmen of the Town of West Boylston will hold a public hearing on Wednesday, November 1, 2017, at 7:15 p.m., on the petition of Verizon to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures along and across the following public ways: Relocate Pole # T-5 on River Road and Add Pole #T-5½ on River Road. The public hearing will be held in the Selectmen's Meeting Room of Town Hall, 140 Worcester Street, West Boylston, MA. John W. Hadley, Chairman, October 25, 2017.

Phil Wallace of Verizon joined the Board. He explained that they plan to relocate Pole # T-5 on River Road and add Pole #T-5½ on River Road. They would like to upgrade the pole line and above clearance of the poles. They are also aware of the gas lines in the area and the dig safe laws. There is no one present who wishes to speak on this issue.

Motion Mr. Rucho to close the hearing, seconded by Mr. Crowley, all in favor.

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

Transportation Committee discuss projects requiring the Board's approval for the TIP list

Larry Salate, Chair of the Transportation Committee, joined the Board. He explained that this is a continuation of something we did back in 2011 with the DPW, DOT, the Transportation Committee, Chief Minnich and the Fire Chief. They installed cans on the lights at Route 12 and Church Street so the signals were less confusing. They also looked at consolidating the signs along Route 140. They are now looking at crash data on high accident intersections. They found Route 12/Franklin Street to have the highest number of accidents followed by Church/Central Street, Temple (Route 140)/Maple Street and Route 140/Route 12 north. Franklin Street has a lot of grading issues in addition to solar glare in the morning. They have been working with Rich Rydant of CMRPC on the project and he recommends having the Board vote to bundle all three projects and do a TIP. The data was pulled together by CMRPC through a grant. The majority of the accidents are during the day. Chief Minnich concurs with the two most popular intersections for accidents. The next step would be to meet with Mass DOT to identify the best resolution. The town would be responsible for paying the engineering costs, however, because this involves Route 12 we are hoping MassDOT will

work with us on this and pay for some of those costs. If MassDOT will not do the engineering for us we will have to use Chapter 90 funds. Mr. Rydant estimates the two projects would total \$3 million and the engineering is about 8-10% or \$300,000. It would be a multiple year project and it will take several years for any project we proposed to get onto the TIP list. It would not begin until 2023. Mr. Rydant has had previous conversations with MassDOT and if the Board approves moving ahead we will schedule a meeting with them on what they might suggest. The next Transportation meeting is December 7th.

Mr. Crowley asked because we do not own the road what if they say we do not want to do anything. Ms. Scheipers states that could delay it, however she feels we have enough justification because of the crash data. Some communities go ahead and do the engineering. She would rather have MassDOT first say they would support this project. Mr. Salate advised that MassDOT knows this is on our radar.

Motion Mr. Rucho to submit the request to MassDOT for their consideration, seconded by Mr. Crowley, all in favor.

DPW Director Vernon Jackson

Mr. Jackson reports that on Monday he received a call about a sink hole on Kings Mountain Road. A five-foot culvert collapsed, four contractors looked at it and only one submitted a worst case proposal of \$120,000. The job is much too large for the DPW to do and it is a major stream to the reservoir. He checked with DCR and they handed it off to the town and just require a letter stating what we did and when we did it. MEMA is requesting damage charges so we may get some reimbursement. Should the state declare a state of emergency the area has to meet the \$7.5 million number and it is 50% reimbursement. Should it be a federal declaration, we would get a 75% reimbursement. Our balance in Chapter 90 after this project will be \$57,000 and Mr. Jackson reports that he is pretty much caught up on all the roadwork he planned to use Chapter 90 funds for.

Motion Mr. Crowley to approve the request to use \$120,000 of Chapter 90 funds for the project, seconded by Ms. Bohnson, all in favor.

Public Hearing in accordance with General Bylaws of the Town of West Boylston Article XXIII, Public Hearing and Notice – consider amending Policy L-18, Beautification of Town Squares and Islands

Mr. Hadley opened the public hearing and Mr. Rajeshkumar read the following notice. Public notice is hereby given, in conformity with the requirements of the General Bylaws of the Town of West Boylston, ARTICLE XXIII - PUBLIC HEARING AND NOTICE, that the Board of Selectmen will meet on Wednesday, November 1, 2017 at 7:30 p.m. for the purpose of considering amending Policy L-18, Beautification of Town Squares and Islands. The meeting will be held in meeting room #1 of the Municipal Office Building, 140 Worcester Street, West Boylston. For additional information, or to review the proposed information, please contact the Office of the Board of Selectmen/Town Administrator at 774.261.4012. All interested persons, groups, and agencies are invited to attend. John W. Hadley, Chairman, October 18, 25, 2017.

Mr. Hadley explained that this is to add the circle on Lost Oak Road to the list as the residents would like to take care of the area. Mr. Rucho questioned why this should be included in this policy as this policy speaks to having a lottery and what if no one came forward. Mr. Crowley suggested amending the policy to state that Lost Oak Road would be awarded to the residents of the road. It was

agreed that Ms. Scheipers would put together an agreement with the residents of the area to take care of the island. There is no one present to speak on this issue.

Motion Mr. Rucho to close the hearing, seconded by Mr. Crowley, all in favor. We will ask them to make arrangements with the DPW Director.

Public Hearing in accordance with General Bylaws of the Town of West Boylston Article XXIII, Public Hearing and Notice – consider amending Policy L-15, Policy for Gateway Signs

Mr. Hadley opened the public hearing and Mr. Rajeshkumar read the following notice. Public notice is hereby given, in conformity with the requirements of the General Bylaws of the Town of West Boylston, ARTICLE XXIII - PUBLIC HEARING AND NOTICE, that the Board of Selectmen will meet on Wednesday, November 1, 2017 at 7:35 p.m. for the purpose of considering amendments to Policy #L15, Policy for Gateway Sign. The meeting will be held in the Selectmen's Meeting Room of Town Hall, 140 Worcester Street, West Boylston. For additional information, or to review the proposed information, please contact the Office of the Board of Selectmen/Town Administrator at 774.261.4012. All interested persons, groups, and agencies are invited to attend. John W. Hadley, Chairman, October 18, 25, 2017. It was agreed to continue this hearing until after the Economic Development Task Force has had an opportunity to meet.

Motion Mr. Rucho to continue the hearing until December 6, seconded by Mr. Rajeshkumar, all in favor.

NEW BUSINESS:

1. Review Action Items for Board of Selectmen's Goals and Consider establishing working subcommittees to work on Town Beautification and Citizen Survey

Action steps under the Town Beautification goal include developing a Blight Bylaw, identifying existing town buildings or structures in need of repair or upgrading, re-establishing an annual town-wide roadside cleanup day establishing regular roadside trash cleanup using the Worcester County House of Corrections work crews, a street sign replacement program, and the creation of mini-parks on small town owned parcels. The Blight Bylaw would have involvement by the Building Commissioner and the Board of Health to identify how we might go about getting some bylaw changes and it worked well in other communities. Messrs. Hadley and Crowley offered to work on this project. Item number two is something we could work more on once we get our Facilities Manager on board and the street sign program could be an intern project. Mr. Rucho would like to cut back the brush along the street before winter arrives. He would also like to cut brush on neighborhood roads and in areas where signage is blocked.

With regard to the Citizen's Survey we would seek feedback on what types of issues we are dealing with which we would like feedback for. It will be an agenda item for the next staff meeting and Assumption College will provide assistance from a marketing student. Mr. Rucho and Mr. Rajeshkumar offered to be the Board's liaison for that goal.

Town Video Project

Brittney Blaney-Anderson, PEG Coordinator joined the Board. She has been working on an update of the dated video which appears on the town's website. The previous video had the following segments: Welcome, Quality of Life, Education and Economic Development. We changed those and the new video has Welcome, Enjoy, which is for anybody visiting the town, Life, includes the

educational aspect, and Economic Development. The Board viewed the video. Mr. Rajeshkumar suggested adding the town logo at the end of the Welcome segment. He also suggested giving a title to the segments rather than just 'Life' or 'Enjoy' and including under each category what is covered in that segment. Some Board members felt the school segment was a little long, however, it needed to tie into the script provided by the school. Mr. Rajeshkumar also suggested including closed captioning for the hearing impaired. It was noted that two thirds of the 'Life' segment is the schools and our goal was to have all the aspects of living in West Boylston contained under this category. Mr. Hadley stated that overall it was a great job. All the footage is of West Boylston.

2. Review Chapter Land Report from Board of Assessors

Annually the Board is provided a report on Chapter Land from the Board of Assessors. Mr. Hadley asked if properties in Chapter 61 and 61A pay the same tax rate. Ms. Scheipers will check on that. We have 221.35 acres in chapter 61 Forestry, 312.76 in Chapter 61A, Agricultural/Horticultural and 235.41 acres in Chapter 61B Recreational. Total chapter land is 769.52.

3. Consider voting to approve exception from 20B conflict of interest for Timothy Shea

Ms. Scheipers explained that occasionally we do get requests from town employees asking to receive approval from the Board of Selectmen to allow them to work a second position in the town. Mr. Shea would like approval to allow him to also work as an assistant coach for the football team. Hours worked will be outside of the hours worked for the DPW.

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

4. Consider voting to approve exception from 20B conflict of interest for Kevin McKee

Mr. McKee works as the Cemetery Superintendent and would like to be able to work as a snow plow driver for the DPW as needed. Hours will be outside of his work for the Cemetery Department.

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

5. Consider approving the hiring of Trevor Dillman for the position of Production Assistant for WBPA-TV at Grade 2, Step 2, \$14.75

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

6. In accordance with MGL Chapter 44, Section 53A½, consider the acceptance of three large flat screen televisions donated to the town by Walmart for use at the new police station

Motion Mr. Crowley to accept the donation, seconded by Mr. Rucho. The Board thanked Walmart for their generous donation of three, 65-inch televisions. They will be installed in several different meeting rooms and the chief's office. Vote on the motion – all in favor.

7. Consider approving the hiring Custodian for the Police Department effective November 2, 2017 at Step 3 of Grade 1, \$14.62 an hour

Motion Mr. Rucho to approve the hiring of Bruce Buck for the 18-hour position, seconded by Mr. Rajeshkumar, all in favor.

OLD BUSINESS

1. Consider approving the hiring of Brittany Blaney for the position of Access Coordinator effective October 19, 2017 at a rate of \$17.50 per hour

It was agreed to pass over this item until the PEG Board is able to meet.

FISP UPDATE:

1. Approval of Invoices: Caolo & Bieniek Invoice #5626, Senior Center \$24,275.00

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

2. General Update on Senior Center and Police Station

Mr. Hadley reports that the police station project is complete and we had an open house last Saturday. The plan for the senior center project will be in front of FISP at their November 8 meeting.

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

1. The town has maintained its AA+ rating from S&P
2. November 7, 6:30 p.m., special Board workshop with ABM on cost savings
3. November 8, 6:40 p.m., special Board meeting for final vote and signing of the large permanent borrowing for town hall and police station
4. November 8, 7:00 p.m., FISP Meeting
5. November 10, 9:00 a.m., Veterans' Day Breakfast at Council on Aging

FUTURE AGENDA ITEMS/SELECTMENS REPORTS:

Mr. Rajeshkumar thanked the DPW for closing off Newton Street to thru traffic. He noted that the town has a good reputation for their Water Department and Municipal Light Plant. He has a problem with Charter Communications. He understands that everybody has to call the company to complain. However, because Charter has a contract with the town he thinks the town should get involved as their services are not up to the standards they should be. He would like to talk to some other contractors for cable and internet. He reports that people are calling to log complaints and his internet goes out all of the time. He doesn't know what the solution could be and will ask everybody to call in because that is the key step people have to take. Ms. Scheipers noted that Charter follows the Federal mandates and the license the town has is only for cable television. If people are experiencing problems they should call and report them. If they do not receive a satisfactory result. Ms. Scheipers offered to call the government representative. She will ask about the number of calls for cable issues. Our contract renewal is a number of years ago. Mr. Rucho noted that when we sit and negotiate with Charter there are not five cable companies in the room. Charter tells us what they are going to give us. There are no options. Ms. Scheipers feels we can explain to our residents what we have control over on the license and everything else is dictated by federal law.

Mr. Rajeshkumar would also like to address speeding on various streets including Worcester, Laurel, Hosmer, Temple and Lee.

Mr. Crowley reports that if you go on Facebook, 70 people are complaining about our internet connection. He stressed that you have to go to the right people and that is Charter. Mr. Rajeshkumar added that the town has a non-exclusive contract with Charter.

Mr. Rucho reports that the website has been updated with photos of the police station open house.

Motion to Adjourn at 8:30 p.m.: Mr. Rucho

Seconded: Mr. Crowley

Result: All in favor

Respectfully submitted,

Approved:

Nancy E. Lucier, Municipal Assistant

John W. Hadley, Chairman

Christopher A., Vice Chairman

Barur R. Rajeshkumar, Clerk

Siobhan M. Bohnson, Selectman

Patrick J. Crowley, Selectman