



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

## **Select Board/Sewer Commission Meeting Minutes**

<b>Date / Time / Location of Meeting</b> June 3, 2020; 6:00 p.m.; Virtual Meeting
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<b>Members Present</b> Patrick J. Crowley, Chairman Barur R. Rajeshkumar, Vice Chair John W. Hadley, Clerk Christopher A. Rucho, Selectman Michael J. Kittredge III, Selectman
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<b>Members NOT Present</b>
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<b>Invited Guests:</b> Elaine Novia Chief Tom Welsh
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Mr. Crowley convened the meeting at 6:00 p.m.

### **Chairman's statement:**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 31A, §20, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Town of West Boylston Select Board is being conducted via remote participation. No in person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to view this meeting while in progress may do so by:

- Join Zoom Meeting

If despite our best efforts, we are not able to provide for real-time access, and we will post a record of this meeting on the town's website as soon as we are able.

### **BOARD REORGANIZATION – SELECTBOARD & BOARD OF SEWER COMMISSIONERS: Vote Chairman, Vice Chair and Clerk**

Motion Mr. Kittredge moved to appoint John Hadley as Chairman, second Mr. Rucho.

#### **Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

Motion Mr. Rajeshkumar moved to appoint Christopher Rucho as Vice Chairman, second Mr. Kittredge.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

Motion Mr. Hadley moved to appoint Barur Rajeshkumar as Clerk, second Mr. Rucho.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

Mr. Hadley thanked Mr. Crowley for his time as Chairman and stated he did a great job.

**Consider Designating Other Selectmen Assignments for 2020-2021, below is 2019-2020 listing**

- **1. Earth Removal Board – Mr. Hadley**
- **2. TWPC – Mr. Kittredge**
- **3. Upper Blackstone Water Pollution Abatement District (alternate) – Mr. Crowley**
- **4. MBTA – Mr. Kittredge**
- **5. Parks Facilities Committee – Mr. Rajeshkumar & Mr. Crowley**
- **6. MWRA – alternate Mr. Crowley**
- **7. Affordable Housing Trust Board of Trustees Mr. Hadley**
- **8. CMRPC alternate – Mr. Rajeshkumar**
- **9. Bylaws Committee – Mr. Hadley (Chair function)**
- **10. Economic Development Committee – Mr. Rucho**
- **11. Municipal Buildings Committee – Mr. Rajeshkumar**
- **12. Transportation Cmte. ex officio – Mr. Rajeshkumar**
- **13. PEG Board – Mr. Rucho**
- **14. Citizen's Survey liaisons, the Board removed this position.**
- **15. Town Beautification liaisons Mr. Hadley and Mr. Rucho**
- **16. Messrs. Hadley and Rajeshkumar cemetery contract negotiations**
- **17. Messrs. Hadley and Rucho DPW negotiations**

Motion Mr. Rucho moved to appoint all as discussed with change of Bylaw Committee being Mr. Hadley and to remove the Citizens Survey Liaison second Mr. Rucho.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

**APPROVAL OF MEETING MINUTES:**

- **May 20, 2020 regular session**

Motion Mr. Rajeshkumar moved to approve, second Mr. Rucho.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

- **May 27, 2020, regular session**

Motion Mr. Rucho moved to approve, second Mr. Crowley.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

**REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING MAY 21, 2020 TO JUNE 3, 2020: Town Payable Warrants FY2020-48 & 49 Town Payroll Warrant FY2020-24; Municipal Light Plant #30; and School Warrant FY2020-S20**

Motion Mr. Rajeshkumar moved to approve, second Mr. Crowley.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

**JOHN MEINDERSMA, TOWN MODERATOR - Town Meeting Quorum Discussion:**

Ms. Lucier explained the Town is allowed through legislation that is pending is to reduce the Town Meeting quorum. She stated she spoke with Rep O'Day and he advised today that the Board can go ahead and take action. She stated if the Board would like to consider it requires you to first give a 7-day notice, which was completed on the town website. She explained they can vote to reduce the quorum as low as 10% of your current quorum, which is 100 and could go down to 10. Once complete the Town Clerk send the stated within 10 day that the Board would like to reduce the quorum. Mr. Hadley asked if this would be for the one meeting, she stated that is correct the quorum would return to regular quorum this is due to COVID-19. Mr. Meindersma, Town Moderator stated the legislation is well intended to conduct town business, he asked if the Board has considered moving meeting outdoors. He stated he understands that there are many factors that could come into play. Mr. Rucho stated he is not in favor of lowering the quorum, and he attended a webinar and believes that only essential articles would be on the agenda. He stated another attendee on the webinar hosted an outdoor town meeting and the effort and time needed to have an outdoor town meeting, he would like to put off town meeting until we feel safer for the residence. Mr. Hadley asked for clarification if

only essential articles can be taken up, Ms. Lucier read the language of special legislation. She stated the Board approved the warrant and all the articles tie into necessary things the Board needs to do, she can have Town Counsel weigh in. Mr. Rucho stated the webinar he attended was put on by KP Law. Mr. Kittredge asked about the 1/12<sup>th</sup> budget, Ms. Lucier stated she will be requesting the Board vote on that next week and a budget is being developed. Mr. Crowley is not in favor of lowering town meeting because town meeting is held twice a year and the people that attend are the legislative body. He does not think it is fair to tell people “that we know it is difficult to come to town meeting but we are going to have it anyway and lower the quorum because we know you are not going to show up”. He stated people will either be afraid to come to a public meeting or may fall into a category of being susceptible. Mr. Rajeshkumar stated he is not in favor of lowering the quorum, but he believes many people would be uncomfortable and would like to push town meeting out as far as they can. Mr. Bricault asked if the Board would have to decide a number first, Mr. Hadley stated the Board will need to vote is lowering the quorum is an option first.

Motion Mr. Crowley moved to lower the quorum to less than 100 people, second Mr. Rajeshkumar.

**Roll Call Vote:**

Mr. Crowley, no

Mr. Rajeshkumar, no

Mr. Hadley, yes

Mr. Rucho, no

Mr. Kittredge, no

Mr. Meindersma asked if the Board will discuss the possibility of hosting town meeting outside if they are not lowering the quorum, Mr. Hadley stated it is not on the agenda for discussion tonight and will need to be discussed at another time. He asked the Board to consider it.

**FIRE CHIEF TOM WELSH**

- **Consider signing Mutual Aid Agreement with the City of Worcester for fire incidents at 65-67 Briarwood Circle and Knollwood Nursing Home at 87 Briarwood Circle:**

Chief Tom Welsh introduced District Chief Gary Fleischer of Worcester Fire Department and Greg Christo, Briarwood Facility, Deputy Chief Bob O’Connell and stated they had a round table discussion in the past. He gave the Board an overview of the Briarwood facility and showed the new section added. He stated these structures are wood framed and the size of the building would be too large for his department to manage alone in the event of a fire or situation. He stated he had approached Chief Lavoie about a mutual aid agreement in the past and has now been working District Fire Chief Fleischer. He explained that he met with the Briarwood Community, Worcester Fire and Worcester Dispatch and believes they all feel the need for it. He stated no formal agreement is in place, and this would be an automatic response for both communities being dispatched in the event of a call. District Chief Fleischer stated that normal mutual aid has changed and through a MEMA Plan you can opt in to mutual aid. He stated this plan is called an automatic aid, this building straddles the line of towns and has a large life hazard concern for West Boylston Fire to manage. He stated in this case both communities will be contacted by the alarm company, and both will provide a response. He stated who ever arrives first will take command and according to Federal NIMS Incident Command, but West Boylston will most likely take command and they will provide support. He explained in the event of an incident they

would be sending three trucks and a Chief that would operate under the senior command of West Boylston. He stated they have also added Knollwood Nursing Home to this agreement. Chief Welsh stated this is a difficult location due to access is in from Worcester, and the address of Briarwood is Worcester according to their website. The Chief stated the response time is one of the slowest in town due to location. Mr. Christo stated that over time and the layout of the property they kept the Worcester address during the phased build out. Mr. Christo stated they have one more phase with sixteen apartments. Chief Welsh stated they have shared covering this complex over the years with Worcester without any issues. He explained that with the most recent expansion and the memory care unit there is a lot of people to be in charge of and would like the support. Mr. Crowley asked for clarification on the command structure and asked if an MOU will outline who is in charge when responding. Chief Welsh stated the Chief of the incident is in command but command is passed back and forth and does not believe that it is written out in other mutual aid agreements. Chief Welsh does not feel that it is an issue with not having language in agreement about who is in command at incident. District Chief Fleischer stated he believes they only have one other agreement and that is with Holden and does not believe it is in that agreement nor is it an issue. Mr. Rucho stated that Town Counsel review this agreement, Ms. Lucier stated this did not go to town counsel for review.

Motion Mr. Rucho moved to approve to sign the agreement after it has been reviewed by Town Counsel with a ten-year term, second Mr. Crowley.

Mr. Crowley asked if the agreement would be five or ten years, Mr. Rucho stated he would like to wait for review by town counsel and then add the ten-year term. Ms. Lucier stated some agreements cannot be for that long and will need to go to town meeting. Mr. Crowley stated that if a lessor term can be allowable without town meeting, he would prefer that.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

Mr. Hadley thanked everyone for participating and helping West Boylston out.

**DPW DIRECTOR GARY KELLAHER**

• **Review and approve FY21 Road Construction & Materials Bids**

Mr. Kellaher stated he sent twelve packets out and received six bids, he stated prices went up slightly but is ok with the prices. He stated the bituminous concrete came back \$3.50 more a ton than last year. He stated the contractors have good reputations and want to schedule work as soon as possible.

Motion Mr. Crowley moved to accept the recommendations of the DPW Director on the bids, second Mr. Rucho.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, abstained

Mr. Kellaher provide the Board with an update on the pricing for projects he submitted in the past and will come in at \$312,000 and the town only has \$443,000 leaving a balance of \$130,000 and the only two bigger projects would be left. He explained that if he was to complete all of Temple Street there would be no funding left, he can reduce that to a couple sections he believes they may still be over budget. He would recommend that smaller road be taken care of and then see how far he can go on Temple Street. Mr. Crowley asked if it could be a cost saving to put Temple off until another year when they can complete all at once, Mr. Kellaher would definitely do that. Mr. Kellaher stated if it is put off it would probably be the only project that could be done.

Motion Mr. Rajeshkumar moved to approve completing the four smaller roads this year, second Mr. Crowley.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, abstained

Mr. Kellaher stated he looked into the line stripe costs from last year 33,000 linear feet and it \$.45 per linear feet.

**NEW BUSINESS:**

- **Town Meeting Items**

- **CIB's recommendation on Capital Items:**

Ms. Lucier stated the CIB has proposed to purchase a new Trackless machine at the cost of \$130,000 and a Backhoe \$120,000. Mr. Kellaher stated that they will be trading the old trackless in for \$7,000, he stated they are in need of these pieces of equipment. He stated the turn around time could be 45-90 days on Trackless and is unsure of time for the Backhoe depending on location. Mr. Rucho asked what the use of the Trackless will be, Mr. Kellaher stated is used for all kids of things like mowing, sweeping, plowing sidewalk. Mr. Rucho asked if we recently purchased something for sidewalk clearing, Mr. Kittredge stated they purchased the snowblower attachment.

- **Assign Motions:**

Article 1, Mr. Hadley, Article 2, Mr. Rucho, Article 3 Mr. Crowley, Article 4 Mr. Rajeshkumar, Article 5 Mr. Kittredge, Article 6 Mr. Hadley, Article 7 Mr. Rucho, Article 8 Mr. Crowley, Article 9 Mr. Rajeshkumar, Article 10 CIB, Article 11 Mr. Kittredge, Article 12 Mr. Hadley, Article 13 Mr. Rucho, Article 14 Mr. Crowley, Article 15 Mr. Rajeshkumar, Article 16 Mr. Kittredge, Article 17 Mr. Hadley, Article 18 Mr. Rucho, and Article 19 Crowley.

- **Consider Endorsing Town Meeting Articles:**

Ms. Lucier stated the Board endorsed last year the articles.

Motion Mr. Rucho moved to endorse Article 4, second Mr. Crowley.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, abstained

Motion Mr. Crowley moved to endorse Article 8 and 9, second Mr. Rucho.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

Motion Mr. Crowley moved to endorse Article 13-15, second Mr. Rucho.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, yes

Motion Mr. Crowley moved to endorse Article 16, second Mr. Rajeshkumar.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, abstained

○ **Board vote on Paul X. Tivnan Drive Property:**

Ms. Lucier stated this was a recommendation by Town Counsel that the Board vote that they no longer require the 30 acres for municipal services.

- **Motion:** Motion Mr. Crowley moved that The Board declares that they no longer require the 30 acres of land on Paul X. Tivnan Drive for the purpose of providing municipal services and that said portion is surplus to its needs, and that Town Meeting may transfer care, custody and control of said portion, second Mr. Rajeshkumar.

Mr. Rucho asked for clarification if this property is a municipal service, Ms. Lucier stated it is a municipal service but is surplus to our needs at this time and was recommended by Town Counsel. Mr. Crowley stated just to clarify, this article and motion is needed as part of the transfer on Tivnan Drive to build a new cemetery for legal purposes. Mr. Rucho stated it is confusing and thought the property needed to remain municipal services.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, abstained

Mr. Kittredge, yes

- **Consider request to waive the \$230 building permit fee for work to be done at the Municipal Light Plant:**

Mr. Hadley stated the Municipal Light Department does so much for the town he feels we should help them out anyway we can.

Motion Mr. Rucho moved waive building permit fee, second Mr. Kittredge.

**Roll Call Vote:**

Mr. Crowley, yes  
Mr. Rajeshkumar, yes  
Mr. Hadley, yes  
Mr. Rucho, yes  
Mr. Kittredge, yes

- **Consider voting to recognize the acceptance of donations received between October 22, 2019 and May 1, 2020 in the amount of \$370.00 which were deposited in the Revolving Account and \$5,461.77 which were deposited in the Donations Account for the Library. These donations were received from payments for lost or damaged books and other materials, donations for the use of printers, copier and fax machine, memorial gifts, other donations given to support the general needs of the Library, \$2,000 in support of technology in the Children's Room, \$1,000 in matching gift contributions, and a grant from the Hyde Family Fund for \$950 in support of the newspapers and magazine collection in the Robert M. Hyde Family Reading Room.**

Motion Mr. Rucho moved to accept the donations, second Mr. Crowley.

**Roll Call Vote:**

Mr. Crowley, yes  
Mr. Rajeshkumar, yes  
Mr. Hadley, yes  
Mr. Rucho, yes  
Mr. Kittredge, yes

**FISP UPDATE:**

- **General Update on Senior Center:**

Mr. Hadley stated they plan to stripe the property Friday, Ms. Lucier was on a visit there and noticed a puddle in parking lot and it will be investigated on Friday by contractor. Mr. Rucho stated he Planning Board approved the plan for striping.

**APPOINTMENTS AND RESIGNATIONS:**

- **Concurrence on the appointment of the following officers as Special Officers for work details during the period of June 1, 2020- June 30, 2021 at \$50.00 per hour. All officers will have until August 1, 2020 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**
  - **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 Champagne, Christopher M. Cornelius, Michael Frick, Jeffrey J. Frisch, John J. Gaughan, James A. Hisman, James M. McNamara, Michael Welch
- **Lancaster:** Douglas Decasare, Christine Duggan, Stephen Fields, Andrienne Gadouz, Frederick Hatstat, Nicholas Hatstat, Gary Henderson, Kevin Lamb, John McNally, James A. McNamara, Jose Milette, Patrick Mortimer, Eric Schmidt & Andrew Shaw, Connor Sullivan, David Wilson
- **Spencer:** James Murray
- **West Boylston:** Peter Bove, Jeffrey Stillings

Motion Mr. Rucho moved to approve as written in agenda, second Mr. Rajeshkumar.

**Roll Call Vote:**

Mr. Crowley, yes  
 Mr. Rajeshkumar, yes  
 Mr. Hadley, yes  
 Mr. Rucho, yes  
 Mr. Kittredge, yes

## **TOWN ADMINISTRATOR'S REPORT**

### **1. Update on Audit:**

Powers and Sullivan have begun their work on the FY20 audit. They are working remotely on the phase one transaction testings. Anything they can't complete remotely will be done during the final in-house fieldwork phase this fall.

### **2. Consider approving 1-year contract extension with CMGeeks:**

The one-year contract we signed with CM Geeks on June 30, 2018 allowed the possibility of two one (1) year extensions at the discretion of the Town. Last year the Board approved the first one-year extension of the contract with GM Geeks, Inc. for IT services. I recommend the Board approve the second one-year extension. They have provided exceptional service to the town and town departments are very pleased with the prompt, courteous service they have received.

Motion Mr. Kittredge moved to approve, second Mr. Crowley.

**Roll Call Vote:**

Mr. Crowley, yes  
 Mr. Rajeshkumar, yes  
 Mr. Hadley, yes  
 Mr. Rucho, yes  
 Mr. Kittredge, yes

### **3. Consider signing contract with Republic Services for curbside collection of municipal solid waste and recyclables:**

The town issued an RFP for curbside collection of municipal solid waste and recyclables. Three proposals were received and all three companies were interviewed. The bid results

were as follows: Casella \$371,033, Pellegrino \$373,322.90, and Republic Services \$345,000. The proposed contract has been reviewed by town counsel and signed off on by the Town Accountant. I believe Dan Higgins of Republic Services has joined us for the meeting this evening. We look forward to our continued relationship with Republic Services and I recommend the Board vote to enter into the 5-year contract with Republic Services for curbside collection of our municipal solid waste and recyclables.

Mr. Hadley stated in the beginning with Republic Service there were issues but now it is smooth. Mr. Dan Higgins stated they had management changes in the last year and Nancy has met their General Manager Brian and Division Manager Steve McCarthy. Mr. Rucho stated he met these managers and feels they had a couple hiccups but is smooth now and provide good service and thanks them.

Motion Mr. Rucho moved to approve, second Mr. Rajeshkumar.

Mr. Crowley asked if it was a flat fee or did it have any escalators or CPI increases in future years, Mr. Higgins stated it includes fuel adjustment potentially on a quarterly basis and also adjustments in each the years of the five-year contract. Mr. Crowley asked if the adjustments were 2-3% COLA, Mr. Higgins stated it is 4% increases. He explained one of the changes in this contract is the increase of recycling. He stated this contract addresses that increase cost and they came in as low as they could year one and that required them to have the 4% for the years after and came in 7% lower than competitors. He explained they follow the Water Sewer Trash Index which goes between 3.5-5% increase reflects the type of costs they have that go up annually, Mr. Crowley asked what the trigger point for the fuel escalator, Mr. Higgins stated he believes it is \$3.07. Mr. Hadley asked if the other bids had an escalator, Ms. Lucier stated they did but Republic came in the lowest.

**Roll Call Vote:**

Mr. Crowley, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Kittredge, abstained

Mr. Higgins stated they have had a 25-year relationship with the Town and looks forward to continued relationship and thanks the town.

**4. Update on 4<sup>th</sup> Quarter Landfill testing:**

The landfill monitoring program includes groundwater monitoring at 14 groundwater monitoring wells and screening for landfill gas at nine pre-established monitoring locations. The 4th Quarter 2019 groundwater monitoring results were generally consistent with the data collected during previous rounds. However, based on the recently collected data the concentrations of 1,4-dioxane do appear to be trending downward. Landfill gas concentrations were detected above the action limit in one (V-9) of the nine-passive gas vents which serve as monitoring locations at the site. Since all of the established landfill gas monitoring points are located within the footprint of the landfill, detected concentrations of methane do not represent concentrations at the landfill property boundary. Concentrations of landfill gases released from the vents have historically varied depending on weather conditions.

Coneco recommends that the Town continue with the established monitoring program.

This program consists of monitoring groundwater conditions at the groundwater monitoring

wells on a semi-annual basis, and landfill gas within the nine passive landfill vents on a quarterly basis. In addition, ongoing discussions should be held with DEP regarding detected exceedances of 1,4 dioxane within the established monitoring wells.

**5. Preparation of 1/12<sup>th</sup> Budgeting Document:**

With the Board's vote to delay town meeting until Monday, June 29<sup>th</sup>, should something arise, which would require another delay of town meeting, we need a fallback plan. The prudent step for the town to take is to prepare a 1/12<sup>th</sup> budget for July 1, 2020. That budget is based on your FY20 numbers. On Friday there was a webinar on 1/12<sup>th</sup> budgeting with 108 participants. Given the fact that the forms will not be available until June 1 and no one has yet gone through the process, there are a lot of questions and unknowns at this time. Department heads have been provided copies of their July 2019 expenditure reports to use in preparation for their July 1/12<sup>th</sup> budget. Any collective bargaining agreements currently in place are able to be funded in the 1/12<sup>th</sup> budget, however, cost of living allowances for non-union employees cannot as they have yet to be voted on by town meeting. We are also able to fully fund our retirement assessment. The 1/12<sup>th</sup> budgets are due back at the end of this week. Once they are received and the final 1/12<sup>th</sup> budget is prepared the Board needs to authorize submittal of the worksheet to the Division of Local Services and the Town Clerk must certify that vote. We also need to submit a form to the Division of Local Services to reserve the Free Cash needed for the proposed FY21 budget. Once we are able to convene town meeting and approve the FY21 proposed budget, we will resume operations under the approved FY21 budget you previously reviewed and approved. However, should there be further delays, we will be required to prepare a 1/12 budget for each month in FY21 until that time.

I am requesting the Board hold a brief meeting next Wednesday, June 10<sup>th</sup> at 6:00 p.m., which can be followed by your regularly monthly FISP meeting. We have a pretty tight time line to follow on this so we need to keep on track.

I would also like to point out that in addition to this request department heads are working on it is the end of the fiscal year and that in itself is always a challenge in the municipal world.

Ms. Lucier commends all the Department Heads for working with her. Discussion on holding a meeting on June 10<sup>th</sup>.

**MEETINGS, INVITATIONS & ANNOUNCEMENTS:**

▪ **Discuss Summer meeting schedule**

- **July 8 & August 5:** Ms. Lucier stated they will be dealing with all the FY20 yearend transfers at the next meeting. Mr. Rajeshkumar stated the Planning Board may be meeting on that same date, and Mr. Crowley has a conflict on August 8. Mr. Hadley stated at the next meeting they will set the date to allow everyone to check their schedules.

**FUTURE AGENDA ITEMS/SELECTMANS REPORTS:**

Mr. Rucho would like at the next meeting to have the Town Administrators to give the residents a plan of when the Town Hall, Library, Senior Center, Parks will open.

Motion Mr. Rucho to adjourn at 7:24 p.m. Mr. Kittredge, second all in favor.

Respectfully submitted,

Approved: June 17, 2020

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Faye D. Zukowski, Municipal Assistant

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Patrick J. Crowley, Chairman

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Barur R. Rajeshkumar, Vice Chairman

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John W. Hadley, Clerk

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Christopher A. Rucho, Selectman

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Michael J. Kittredge III, Selectman