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

MAR 15 2021

Select Board/Sewer Commission
Meeting Minutes

TOWN CLERK'S OFFICE
WEST BOYLSTON, MA

Date / Time / Location of Meeting
December 16, 2020; 6:00 p.m.

Members Present
John W. Hadley, Chairman
Christopher A. Rucho, Vice Chair
Patrick J. Crowley, Clerk
Barur R. Rajeshkumar, Selectman
Michael J. Kittredge III,
Selectman

Members NOT Present

Invited Guests:

Mr. Hadley convened the meeting at 6:00 p.m. roll call taken.

APPROVAL OF MEETING MINUTES:

- **November 18, 2020 Regular Session**
Motion Mr. Crowley moved to approve; Mr. Rajeshkumar second.
All in favor
- **December 2, 2020 Regular Session**
Motion Mr. Crowley moved to approve; Mr. Kittredge second.
All in favor

**REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING
DECEMBER 3, 2020 to DECEMBER 16, 2020 : Town Payable Warrants FY2021-24 and 25;
Town Payroll Warrant FY2021-12; Sewer FY2021-SE14; MLP #14 and School FY2021-S10:**

Motion Mr. Crowley moved to approve; Mr. Rajeshkumar second.
All in favor

Mr. Crowley reminded everyone of the warrant process.

NATE ORCIANI

- **Report on Lite up West Boylston Contest:**
Mr. Orciani stated he had help from Lynn Valois, Nicole Vitello, Pam Frechette and Michell Hutchins with the Facebook page, Website and they created a Committee to work on this event which has grown so fast in such short time. He explained They currently have 114 houses registered, 5 businesses and all the money that is donated will go to needy families in town. Mr. Rucho asked where the list will be posted, Mr. Orciani stated on Friday the list will

be completed and posted on the website and on Facebook. He explained Ms. Frechette created the map that will be used. He stated the judges selected are people that do not live in the town of West Boylston so the judging will be fair. Mr. Crowley asked how much has been raised and how can people continue to donate, Ms. Orciani explained they can go to the website to make that donation. Mr. Orciani explained what they received for donations to be used for the prizes. Mr. Rajeshkumar asked how are the families being chosen, Mr. Orciani responded he is working with the school to distribute the funds. Mr. Orciani explained he would like this to become annual. Mr. Rajeshkumar asked about families not in the school system, Mr. Orciani stated the Committee has discussed accepting letters of need for next year. Mr. Rucho stated this was a very quickly planned event and the school knows who is needy in town. Mr. Crowley stated he is thankful to see this come from a private group of citizens and he commends them. Mr. Hadley and the entire board thanked them for what they have created.

OLD BUSINESS:

- **Consider approving the following alcoholic beverage licenses for 2021 renewal:**

KC Brothers, LLC dba Wachusett Farms - Beer and Wine Non-Pouring:

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

All in favor

- **Consider approving the following Business License for 2021:**

○ **Wachusett Farms – Common Victuallar License**

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

All in favor

NEW BUSINESS:

- **Consider voting to sign Quitclaim Deed to transfer the .998 acres at 699 Thomas Street to the Water District and grant a permanent nonexclusive Access Easement on .57 acres for foot and motor vehicle access to and from site.**

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

All in favor

- **Consider voting to approve the May 17, 2021 Semi-Annual Town Meeting Schedule:**

○ **Articles will be accepted until April 1, 2021**

○ **April 28, 2021 Special Selectboard Meeting to Review and Close the Warrant**

○ **April 30, 2021 Warrant to be posted and printed for distribution**

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

All in favor

TOWN ADMINISTRATOR'S REPORT

1. Wachusett Watershed Regional Recycling Center Town Rep Team Meeting

We had our meeting last week and voted not to increase the FY22 membership fees for the seven member towns. Our fee will remain at \$4,739.15 and it is based on our population, excluding the jail. The Center made a \$3,500 profit this year. In FY19 they serviced 30,633 cars and in FY20, being closed from March to June they serviced 23,150 cars. The Center has 185 volunteers on their volunteer list and 55 actively participate on

a monthly basis. Others fill in on an as needed basis. The center operates with only one paid Operations Manager.

2. Town Trash Bag Vendor Update

We have been experiencing some issues with trash bag availability. Currently Stop and Shop, Price Chopper, Municipal Light Plant, Shell Gas Station, Wachusett Farms, Maki Lumber and Walgreens carry our bags.

I've decided that we need a backup plan as we often get calls from residents who are having difficulty finding town trash bags. My plan is to have town hall become a vendor of the bags. Residents will be able to stop by the Office of the Town

Administrator/Selectboard and purchase their bags with cash or a check. They won't be able to use credit cards for their purchases.

Mr. Hadley asked if this issue is more bags being used, Mr. Rucho asked if it is an issue with bag vendor. Ms. Lucier stated it is the responsibility of the stores to maintain their stock and order bags as needed. She explained there were currently two stores on a credit hold but have cleared it up since. Mr. Rucho asked if the bag vendor has reached out other businesses to become vendors. Ms. Lucier stated she contacted Cumberland Farms to see if they would be interested in becoming a retailer. Ms. Zukowski stated she can add to the renewal letter for licenses next year.

3. Update on Shared Streets Winter Grant Round

I am pleased to report that the Shared Streets and Sidewalks Program offered a Winter Grant Round. I decided to try one more time to see if we could get our four crosswalk signals around the school, playground, fields and Goodale Park paid for through a grant rather than using our previously approved Chapter 90. On Thursday I received the call and grant approval letter that our grant application for \$49,600 was approved. They are also allowing towns until May 31, 2021 to finalize projects under this round of grants.

Our plan it to repurpose two pairs to the Newton Street and Central Street sides of the library. I've discussed this with the Police Chief and he is recommending a pair be located at the Prospect/Central Street crosswalk. The Chief will be getting back to me on his recommendation for the fourth set. These much-appreciated grant funds will give us a little more cushion in our Chapter 90 reserves.

Mr. Crowley asked about the sidewalk completion, Ms. Lucier stated it will be completed in the spring due to the plants closing. She explained she will be having a meeting with the State to help with the application in May.

4. Update on DPW Director (vote may be taken)

As you know, the town has advertised the permanent position of DPW Director on two occasions this year. The first time in January and a second time in June. Both solicitations were unsuccessful. At the second meeting in September the Board voted to advertise the opening again on December 1. I should have brought this up under my report at the last meeting and I apologize for not doing so, but I think it is in the best interest of both the town and the department to revisit this vote.

Gary Kellaher has been serving as our interim Director and has done an exceptional job. I have worked for this town for over 30 years and I told him one regret that I will have is that he was never our permanent Director. As you know during COVID the hourly cap on hours worked and salary earned for retired public employees who return to work in the public sector was waived. There is language in the FY21 budget bill on the Governor's desk under Section 68 that would extend Public Employee Post-Retirement Work During the Pandemic through calendar 2021. Gary is willing to continue as our interim and he told me that he would be willing to commit to 3 years.

He is in the midst of completing performance reviews for employees who have not been reviewed in quite some time. With the retirement of our long-time foreman, Gary is now beginning the process to fill that position. Once that position is filled, we will be hiring another new DPW employee. We have two new employees in our parks division and he is working on getting them scheduled to take their applicator's licenses which is something we have been hoping to do for quite some time now. Gary is also working on the consolidation of the Cemetery Department under the umbrella of the DPW. In my opinion, having him oversee that transition during 2021 will result in a very smooth process.

His dedication to public works and the employees of the department is commendable. He is truly a team player, works well with all the other department and has a can-do attitude. I would like to be able to retain Gary as our Director and hold off advertising this position until early 2022. We could advertise in January and get through interviews once the snow season has passed and begin spring with a new Director. I would appreciate your support on this recommendation.

Mr. Hadley stated he agreed 100% and is favor of holding off on filling the position and maintaining Mr. Kellaher for another year, he stated he has done a great job with all the projects in town and works well with other departments. Ms. Lucier stated the scrap metal pile has been removed and they working on a plan for the jail cells. Mr. Rucho stated he agreed that Mr. Kellaher has done a good job and that 2022 may have new issue and there is never a good time to change department heads. He would like to see the position reposted and thinks they should stick to original vote taken three to four months ago and definitely not wait until 2022. Mr. Crowley stated he agreed with Mr. Rucho and voted the way he did due to the hours allowed to work by a retiree, but believes that if Mr. Kellaher can work full time, they should negotiate a one-year agreement to keep Mr. Kellaher in place and see where they are at in one year. Mr. Rucho asked if he works 40 hours weekly, Ms. Lucier stated most weeks he completes 40 hours and does not attend many outside meetings like many other DPW Directors. Ms. Lucier stated the Chapter 90 is on time and correct something that has not happened for a long time according to the Accountants office. Ms. Lucier explained that when she took her position, she cleaned up sewer abatements that went back two years and that is not happening now. Mr. Rucho stated the issues discussed are directors' supervisor blame not the Director for tasks not completed. Mr. Kittredge states he has concerns with the merger of the Cemetery with a new director in the mix of what is created now. He believes Mr. Kellaher would be great help in choosing a new director and the town is lucky to have him. Mr. Rajeshkumar stated the town needs a full time Director but is not sure when is a good time to advertise and he would like more time since they have already advertised twice. Mr. Rucho does not believe the town should wait to advertise. Ms. Lucier would like to take advantage of his expertise and explained Mr. Kellaher stated to her he would

commit to three years to the town. She gave an overview of tasks he has completed for the town. Mr. Crowley stated the town will have him for another 18 months under the Governors bill. Mr. Rucho would like to see the position posted as voted.

Motion Mr. Crowley moved to reconsider the vote to repost the position; Mr. Hadley second.

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Mr. Rucho asked what they Board should do now, Mr. Hadley states they can revisit in six months and will be on a future agenda. Mr. Crowley would like to see it added to the March agenda.

SENIOR CENTER UPDATE:

- **Invoices:**
 - **RAC Application for Payment #18R-\$1,307.84**
- Motion Mr. Rucho moved to approve; Mr. Kittredge second.*
All in favor

APPOINTMENT AND RESIGNATIONS:

- **Acknowledge recipe of resignation email from Jon Kanter who served on the Cable TV Advisory Committee.**

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

- **Saturday, December 19th at 2:00 p.m. Santa will do a drive thru West Boylston on a fire engine. Snow date will be Sunday the 20th.**
- **Trash will be delayed for one day due to snow; Thursday's trash will be picked up Friday and Friday's trash will be picked up Saturday.**
- **Town Offices will be closed tomorrow due to the storm**
- **The Regional Recycling Center will be closed on Thursday due to the storm**
- **The Cemetery Board of Trustees have met and voted to change the name of the new cemetery to Town of West Boylston Memorial Park.**
 - Mr. Rajeshkumar asked if the Board has any say on the name, Mr. Crowley stated the Cemetery Trustees are an elected board. Mr. Rajeshkumar would like to say Cemetery not Park, Mr. Rucho agreed. Ms. Lucier stated she will send an email and let them know the Board would like to see the cemetery named Town of West Boylston Memorial Cemetery. Mr. Rucho asked if this was one of the names submitted, Ms. Lucier stated they had a meeting this week and discussed the names again and assumes it was another name on the list.


FUTURE AGENDA ITEMS/SELECTMANS REPORTS:

- Mr. Crowley asked people to shovel out the hydrants near their homes or near elderly neighbors' homes to avoid delay in response to fires.
- Ms. Lucier stated the town website has a banner that includes fire hydrants, parking ban and town hall closure.
- Mr. Rucho and the Board wished everyone Happy Holidays and urged them to get out and check out the lights in town.

Motion Mr. Rucho to adjourn at 6:50 p.m. Mr. Crowley, second all in favor.

Respectfully submitted,

Approved: January 20, 2020


Faye D. Zukowski, Municipal Assistant

John W. Hadley, Chairman


Christopher A. Rucho, Vice Chairman


Patrick J. Crowley, Clerk


Barur R. Rajeshkumar, Selectman

Michael J. Kittredge III, Selectman