



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

Select Board/Sewer Commission Meeting Minutes

Date / Time / Location of Meeting
April 7, 2021; 6:00 p.m.
Via Zoom

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:
Nancy Lucier, Town Administrator
Faye Zukowski, Municipal Assistant

Others Present: (names taken from the Zoom login list): Jan Gottsman, Michael Edwards, Amber Castellana, Ken Lombardi, George Tignor, Sheryl Keddy, Colin Boutin, Katie Denis, Laura Taylor, Rachel Brown, Becky Conway, Betty Jean Lane, Lisa Thompson, Annelle, Kevin Bjorklund, Judith, Kathy Vignaly, Barry's Phone.

Mr. Hadley convened the meeting at 6:26 p.m. roll call taken.

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.

Mr. Crowley advised that due to Zoom license the Board was not able hold open session, leave zoom and then return to open session without interruption. He stated they held executive session prior but will open and close the executive session in open meeting to comply with open meeting laws.

EXECUTIVE SESSION: Consider entering into executive session under the provisions of Massachusetts General Laws Chapter 30a, Section 21(A), Part 2 and 3 to discuss negotiations with union and non-union personnel in regards to health insurance options and to discuss strategy with respect to contract negotiations with union personnel and the Chair declares that

an open meeting discussion may have a detrimental effect on the bargaining position of the public body.

***Motion:** Mr. Crowley moved to enter into executive session under the provisions of Massachusetts General Laws, Chapter 30a, Section 21(A), Part 2 and 3 to discuss negotiations with union and non-union personnel in regards to health insurance options and to discuss strategy with respect to contract negotiations with union personnel and the Chair declares that an open meeting discussion may have a detrimental effect on the bargaining position of the public body at 6:00 p.m. and will come back to open session following; Mr. Rajeshkumar second.*

Roll call vote:

Mr. Kittredge, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Crowley, yes

All in favor

***Motion** Mr. Rucho moved to exit executive session and return to open session at 6:19 p.m., Mr. Crowley second.*

Roll Call Vote

Mr. Kittredge, yes

Mr. Rajeshkumar, yes

Mr. Hadley, yes

Mr. Rucho, yes

Mr. Crowley, yes

All in favor.

PUBLIC COMMENT (Immediately after executive session concludes): This fifteen-minute period is an opportunity for the public to address their concerns and questions regarding town operations and programs to the Board. Except in urgent circumstances, any matter presented for consideration by the Board shall not be discussed in detail nor acted upon by the Board at this meeting. A scheduled time on a future agenda may be set at the Board's discretion. Complaints or criticism directed at staff, volunteers, or other town officials shall not be permitted. If we do not have Open Session items to discuss, other agenda items may be brought forward earlier.

- Rachel Brown, resident addressed the issue with bringing Pride Park to ADA compliance with State and Civil Rights and making it an inclusive play space. She feels the actions of the town are discriminatory towards those with disabilities. She stated she brought this issue to the town sixteen months ago and feels they have met many barriers with town committees. She stated that have presented plans which included line-item budgets from vendors to the town and claims the town has not done anything with the proposal. She stated the towns actions are unacceptable and not in compliance with state and federal Civil Rights Law. She stated at the last Parks Commission meeting they stated a new committee will be formed to deal with Pride Park and ADA Compliance. Ms. Brown stated she has reached out to town officials to be appointed to this committee and has not receive a response. Ms. Brown does not believe the proposed plans from O'Brien and Sons are in compliance and does not think

the town should be spending tax payer funds without vetting from multiple vendors. Ms. Brown stated she wants a playground built that is both inclusive and fiscal responsible. Ms. Brown claims the park is closed due to the town not following state and federal law and not the fault of any one person. Ms. Brown stated she plans to continue to hold the town accountable to follow the law.

- Lisa Thompson, resident and Chair of the Special Education Advisory Counsel for West Boylston Public Schools and is in support of an inclusive and ADA compliant playground. She has been an advocate in the schools for many years and explains children's learning is not only inside school but also outside school. She stated the law is to have an inclusive and accessible playground and everyone needs to be able to be included. She stated this is disappointed that this has not been a priority of the town to have an inclusive playground for the town.

APPROVAL OF MEETING MINUTES:

- **March 3, 2021 Regular Session:**

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

Roll Call Vote:

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

- **March 3, 2021 Executive Session:**

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

Roll Call Vote:

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

- **March 17, 2021 Regular Session:**

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

Roll Call Vote:

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

- **March 17, 2021 Executive Session:**

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

Roll Call Vote:

Mr. Crowley, yes
Mr. Rajeshkumar, yes
Mr. Hadley, yes

Mr. Rucho, yes
Mr. Kittredge, yes

***Motion** Mr. Rucho moved to approve; Mr. Rajeshkumar second.*

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 MARCH 17, 2021 to APRIL 7, 2021 : Town Payable Warrants FY2021-39, 40, & 41; Town Payroll Warrant FY2021-19 & 20; Sewer FY2021-SE21 & 22; and School S17.

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

Roll Call Vote:

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

KATIE DENIS- RESIDENT – Report on her accessibility audit of Pride Park Playground:

Katie Denis, introduced herself, she works as an Accessibility Code Consultant with KMA, and thanked the board for holding meeting via ZOOM. She submitted a report to the town last week which was an accessibility review of Pride Park. She has organized a Disability Commission to be voted on at Town Meeting and is hopeful this will give the disabled a voice in town. She explained the park does not comply with the state or federal standards and must be brought up to compliance. She stated when the park was constructed in 2005 it did not meet the standard of that time of stated code 521 CMR accessibility code. She explained 521 CMR must have an accessible route that is stable, firm, and slip resistant. She explained the ADA is a complex Civil Rights Law that prevents the discrimination against people with disabilities. She stated because Pride Park is the only park in town it is required to comply with 2010 ADA standards and there is not any grandfathering permitted. She stated she has concerns with the contractor the town is working with, as they were the contractor originally hired to install original playground. She asked who the town is working with for Accessibility Consulting, Ms. Lucier stated the town is working with Colin Boutin with O'Brien and Sons. Ms. Lucier gave an overview of the proposed plan for Pride Park. Mr. Boutin with M.E. O'Brien and Sons presented an updated proposed plan. He explained the playground will be accessible by everyone able bodied or wheelchair bound. Ms. Denis asked how they plan to address the play equipment, Mr. Boutin explained they plan to add a transfer module to allow access. Mr. Crowley would like everyone to be in agreement with what the town needs to do to become compliant. Ms. Denis stated the town is working with the contractor that built the playground incorrectly in beginning, proposed a plan that does not comply and now has a new plan on the fly. She wants this to be completed correctly and all issues are fully addressed. Mr. Crowley asked Mr. Boutin if he believes the plan, he presented is in compliance, Mr. Boutin stated he does. Mr. Crowley stated they have a big problem with two professionals not agreeing. Ms. Denis stated

she works with many contractors and towns and only deals with accessibility concerns and does not design playgrounds. She would like to offer free services to the town and the town is not accepting. Mr. Crowley stated would like to take exception to things that have been said and explained things do not happen overnight with the town and many statements that have been said are untrue. Mr. Hadley asked if there is a timeline the town needs to get this completed by, Mr. Crowley stated it needs to be completed by the time the school year begins or the playground cannot open. Mr. Rucho stated he does not know where that information has come from, the town has not received anything in writing stating this. Mr. Rucho stated he attended many meeting with the Brown's and was put on hold due to COVID. He recalls the Brown's were going to fundraise and come back to the town. Mr. Hadley would like to create a committee made up of residents, Building Commissioner, Mr. Boutin of M.E. O'Brien and Sons to come up with a plan that everyone agrees on. Mr. Rucho stated a group had met including George, Nancy and Mr. Boutin and this is the plan they came up with and now the issue is interpretation on if it complies. Mr. Kittredge asked if Katy could review the plan and if this could help save money with free input and compare and see what the end result is. Mr. Rucho asked if Katy had seen the plan, Ms. Denis stated she saw the prior plan not tonight's plan. Ms. Denis asked if O'Brien and Sons had received her review, Mr. Boutin stated they had received her accessibility review. Ms. Lucier stated the town contact the Collins Center and Michael Edwards, he is an accessibility expert and is advising the town also. She stated the plan she will be submitting will address the surface requirements for the entire playground on both sides, and will address access and reflected under 521 CMR. She stated it will allow for use from the school all the way across the playground. She stated the DPW will prepare the base. She stated need to get moving on this if they would like to have this completed before the start of school in the fall. Mr. Kittredge asked who would be setting the grades, Ms. Lucier stated the DPW will and if they need to hire an engineer they will. Mr. Rajeshkumar asked if the rush is to keep the park open and would like to know if Town Counsel has been asked if the park is not up to ADA compliance can it remain open, she has not asked that question. Mr. Rucho asked if an article is going to be presented to town meeting, Ms. Lucier stated there will be an article requesting funding for poured in place base, adjustments to playground equipment and purchase of additional equipment to be installed. Mr. Rajeshkumar asked if the contractor is finalized, Ms. Lucier stated the Building Commissioner advised they are on the state bid list and will not require bidding. Mr. Rucho asked if they decide to complete more than what is already proposed would it be ready for town meeting, Ms. Lucier explained there is a certain amount in CPC funds for this fiscal year and if a \$1.2million dollar project is voted there is not enough funds to cover that, Mr. Crowley stated even if they added in next years CPC funds there still would not be enough to cover that type of project request. Mr. Rucho stated CPC is not the only place to get funds and will take time if. He stated this plan will get that park into compliance, and in the future, they could build a new park with a debt exclusion. Mr. Hadley asked how long it will take to review this plan, Ms. Denis stated she can review right away and would like to include parents of children to the review for inclusivity. Mr. Crowley asked if Ms. Denis can look at the plan in the next 10 days and get back to the Board. Ms. Denis stated the town should be going above and beyond ADA, Mr. Rucho stated there are two different things an ADA Complaint and a full accessible plan. Mr. Kittredge stated every year they can work on the plan and update. Mr. Rucho stated there are comments in the chat about having meetings and people being included in the meetings. Mr. Crowley stated there is nothing preventing them from expanding in the future but adding the poured in place now and upgrading a couple features. Mr. Boutin stated they can add anything the town wants if they want to increase the budget. Ms. Denis stated she is trying to accomplish getting an inclusive playground not just the minimum required. Mr. Crowley stated this

would have to go before CPC and would need to be voted at latest the day before warrant articles have to be set, Ms. Lucier stated the Board will be signing the warrant on the 28th of April. Ms. Brown asked how a plan that she submitted to the town with a line-item budget for \$787,000 has not been reviewed and worked down to get to available funds, Mr. Crowley stated he has not seen that plan. Ms. Denis stated she reached out to the town last June with other issues in and around town and has not received a response. Mr. Rucho stated there were a few meetings with the Browns and there was discussion on grants and her committee was going to work on this, Ms. Brown stated she did begin to work on this and was unable to get anywhere and then the pandemic happened and was unable to continue working on this. She stated during this time she learned more about ADA Law, state and federal law, Civil Rights and believes this is a town issue not a resident. Mr. Rucho clarified that grants had not be applied for, Mr. Brown asked how many grants did the town apply for since January with the volunteer grant writer. Ms. Lucier responded that the town applied for Christopher Reeves Foundation for \$25,000, and she is working Representative O'Day and submitted a request for \$175,000. Ms. Denis stated many grants require an ADA Self Evaluation and Transition plan which the town does not have. Ms. Lucier stated she can meet with Colin, Katie and Gary and review to meet, Ms. Denis requested the parents of children with disabilities be included. Mr. Rucho stated some meetings include public comment. Ms. Lucier requested direction from the Board as her understanding was, they were going to meet ADA requirements, not a fully inclusion plan. Ms. Lucier stated in an email to Ms. Brown about the proposed updates to the playground, Ms. Browns email response was that she wanted everything removed and all new equipment put back in. Ms. Brown responded that it was a good start but was not enough. Mr. Rucho would like to have a committee established to go over the plans and include Park Commission, Selectboard, School and residents and look at all the options, he is concerned this will not be completed by town meeting. Mr. Crowley is concerned that at a previous meeting Ms. Brown stated if this park is not made compliant that no school kids will be able to use the playground and will file a complaint or file lawsuit against the town, he wants to be sure that this does not happen and will not support it. He wants to be sure they meet the requirements to become ADA compliant and look at inclusive playground in the future. Ms. Brown stated it is her understanding that at the beginning of the school year that if children that are not able to access the playground the entire class will not be able to access it also and only specific to certain classes. Mr. Brown stated if a complaint is filed with the MA Architectural Accessibility Board and they find the town is not in compliance they will shut the town down and could include fines. Mr. Crowley stated that is why he does not want to wait and would like to get to the CPC within 3 weeks with a plan and go to town meeting with it. Ms. Denis stated there is a lot of work to be done to meet the minimum and feels they should just work to get the playground fully inclusive. Mr. Kittredge asked Mr. Boutin about adding elements to proposed surface, Mr. Boutin stated the plan would be to design park with build out potential. Mr. Rucho stated there also needs to be room for kids to run around. Mr. Rucho would like to be sure that someone from the School is on this Committee as they have the knowledge of the students plans, Ms. Brown stated her Attorney has provided the superintendent with the letter for her child's plan. Mr. Rajeshkumar asked in the past if the school was involved, Ms. Lucier stated Jim Pedone was involved. Mr. Rajeshkumar asked why the Superintendent was involved, Mr. Hadley stated they do not control the superintendent. Mr. Rucho asked if Mr. Pedone is acting as Parks Commissioner or as School Committee. Ms. Lucier clarified that this committee will take the plan bring up to full ADA standard and if possible, add an inclusionary piece within the plan and get ready for town meeting, and then going forward look at adding more equipment. Mr. Rajeshkumar wanted to be clear what position Jim Pedone will be appointed as; Parks or School.

Motion *Mr. Rucho moved to appoint Mr. Kittredge as Selectboard representative; Mr. Rajeshkumar second.*

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

Motion *Mr. Rucho moved to form a committee with Chair of Parks Commission, School Committee Member, one Selectboard member, four residents; Mr. Kittredge second.*

Mr. Crowley stated to be clear forming this committee and reviewing these plans and could impact this making it to town meeting. He explains her lawyer has already sent letter to the school and there could be entire classes could potentially exclude from using the playground.

Roll Call Vote:

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

Mr. Rucho stated this Committee would now need to post agenda and take and post minutes, Ms. Denis asked what the next step is. Ms. Lucier will get appointment slips out, be appointed and then set a date for first meeting. Mr. Rucho asked if Michael Edwards with the Collins Center, Consulting Agency will work with this Committee, Mr. Edwards stated he would be willing to work in any capacity needed.

GEORGE TIGNOR BUILDING INSPECTOR – Update on businesses along Route 12

Mr. Tignor stated on West Boylston Street there has been improvement to many restaurant fronts. He stated they did have a couple issues along the way and they have been addressed. Mr. Rucho wants to be sure everyone building patios or doing work there is not any zoning issues that may come up later. Mr. Tignor stated patios do not require building permits, but he is working with them to be sure they are safe and do not have any violations. Mr. Rajeshkumar asked about the parking spots at these locations, Mr. Tignor stated if the locations have 15 parking spaces that will trigger a Plan Review with Planning Board, he lets them know ahead of time. Mr. Rucho asked if they add outdoor seats, they may need to add parking spaces. Mr. Tignor stated he is making sure that everyone understands the process. Mr. Crowley stated he would also like to caution businesses adding patios may require additional parking and would like them to be aware. Mr. Tignor explained the patios began during COVID when locations had limited indoor seating so they expanded the seating outside and the businesses understand that the occupancy does not change with expansion outside. Mr. Crowley asked if any of these locations need to make ABCC changes for Change of Premises, Ms. Lucier stated not at this time as we are still under the Governor state of Emergency orders. Mr. Crowley asked if the businesses could file now, Ms. Lucier stated they can file now and is a \$200 fee and are well aware. Mr. Crowley asked about the tents and igloos that will go away after COVID and if they wanted to keep them what would they need, Mr. Tignor stated any tent over 400 square foot and permit will last six months and can reapply after that time period. He explained tents are typically not set up for snow load and would need to take down

during winter. Mr. Crowley asked about permitting for tents during COVID, Mr. Tignor stated there was not any exception for the requirements.

BETTY-JEAN LANE CELEBRATIONS COMMITTEE – Presentation on launch of pole banner program

Betty Jean Lane presented the Pole Petition Banner Program and explained there will be two style banners flown that are 30"x60" and are double sided. She solicited costs and selected Material Promotions as the vendor with the lowest cost. She explained the sponsor's name will be on bottom of flag. She stated the flags cost \$238 per flag and is looking for \$650 per sponsor cost annually and anticipates \$4,020 profit with 10 banners sold, \$8,040 with 20 banners sold and \$12,260 for 30 banners. She stated the vendor anticipates 12–18-month life for the banners. Mr. Rucho asked if a sponsor decides not to renew will they get the flags back, Ms. Lane stated she had not thought about that but that could be a possibility. Mr. Rucho asked if the old hardware is able to be used, Ms. Lane stated she does not believe we have the old hardware. Mr. Hadley asked you can sponsor more than one banner, Ms. Lane stated yes. Mr. Hadley asked if it is name only or logo also, Ms. Lane stated name only. Mr. Crowley asked if there is a list from the last banner program, Ms. Lucier stated she shared that with Ms. Lane. Mr. Hadley asked if this is only open to West Boylston residents and businesses only, Ms. Lane stated she would like to be residents only but open to all businesses. Mr. Rucho asked about the poles that are available and will banners be placed randomly; Ms. Lane is hopeful to have them located in all high traffic areas. Ms. Lucier confirmed Route 12 and Rt 110 is not available for banners. Ms. Lane explained a competitor banner will not place in front of another business. Mr. Crowley suggested not allowing choice in locations for the sponsor. Mr. Rucho asked where these funds will go, Ms. Lucier stated the funds will be deposited into a revolving fund for use for future events. Ms. Lucier thanked Betty Jean Lane for her work on this banner program and is excited for this to begin.

APPOINTMENTS & RESIGNATIONS

- **Concurrence on the appointment of Colin Cahill to the Conservation Commission as Associate Member effective April 12, 2021 through April 30, 2024**

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

Roll Call Vote:

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

- **Concurrence on the appointment of Jessica Mosco to the Town Wide Planning Committee effective April 12, 2021 to April 30, 2024**

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

Roll Call Vote:

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

- **Resignation of Norma Chanis from the Celebrations Committee.**
Mr. Hadley thanked her for her work.

NEW BUSINESS:

- **Concurrence on 3-year renewal contract with Mass Coalition of Police AFL-CIO, Local No. 172**

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

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 by the Library Trustees from October 20,2020 through February 2, 2020**
 - \$5.00 – from the public which have been deposited in the Revolving Account
 - \$2,585.69 – which have been deposited in the Donations Account

These donations include payments for lost or damaged books and materials, general donations, memorial gifts and \$2,000 from the West Boylston Cultural Council in support of the Wireless Expansion Plan.

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

Roll Call Vote:

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

- **Request for one-day Transient Vendor License for the Sophomore Class for May 8th to sell plants on The Common for Mother's Day from 8-2 p.m.**

Motion Mr. Rucho moved to approve with waiving the fee; Mr. Rajeshkumar second.

Roll Call Vote:

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

- **Presentation of articles for May 17, 2021 Semi-Annual Town Meeting.**
Ms. Lucier stated at the next meeting the Board will discuss articles in preparation for town meeting warrant.

TOWN ADMINISTRATOR'S REPORT

1. Wachusett Reservoir Triangle Picnic Area – Request for Sealed Bids Update:

I have prepared an RFP for a Mobile Food Vendor Concession at the Wachusett Reservoir Triangle Picnic Area. For year one, the period will be May 26, 2021 to November 1, 2021. The RFP will be posted on the Town's website on April 12 with proposals due by April 22 at 1:00 p.m. We will announce the awards at our April 28th meeting, get the vendors licensed by the Selectboard and Board of Health during the month of May to be ready to begin operations by May 26th. As the 2021 Season is only 5 months under Section IV A MINIMUM REQUIREMENTS, I used a minimum guaranteed license amount of \$750.00, which amounts to \$150 per month per vendor truck.

Mr. Rucho asked if people will bid on this, Ms. Lucier stated Town Counsel advised to place a minimum license amount for the bid. Mr. Rucho asked if they have to go with the highest bidder, Ms. Lucier stated they do not because the bid asked for two different food vendors. Ms. Lucier explained the plan is to advertise, Picnic tables will arrive in three weeks, DPW will start soon, Light Plant has all materials and will have DPW dig trench. Mr. Hadley thinks this will be great for the town and has been a long time and a lot of work. Ms. Lucier would like to have banners around the triangle to represent West Boylston. Mr. Rucho asked if this will come back to Board to decide the vendors, Ms. Lucier stated the Board will decide. Mr. Crowley asked who created the RFP, Ms. Lucier stated she worked on this and also reviewed by Town Counsel.

2. Update on Grants:

We received notification from Walmart that the following grant amounts have been funded: DPW \$500, Senior Center \$1,000 Library \$500, Police \$1,000 and Fire \$1,000. We also received notification that West Boylston Elder Services Inc. has been awarded the 2021 Catalyst Fund Grant for \$5,000. I would like to thank Linda Marsh, our Volunteer Grant Writer who prepared those grant applications.

3. Plan for use of Free Cash at Town Meeting:

Our current balance in Free Cash is \$1,610,304; we will be using \$267,670 towards for FY23 budget leaving us \$1,342,634. Articles for town meeting include \$10,000 Elder Services Program, \$25,000 for Tree Warden, \$17,000 DPW Lawn Mower, \$17,020 Acrovator Machine for the Parks, \$50,000 for OPEB and we are keeping a place holder for \$38,503. Our New Growth policy states if our NG is over 1-1/2% of the prior year levy limit that amount goes to capital. This happened at the October 2015 town meeting. The article will say a sum of money from available funds and we will get clarification from Todd Hassett prior to town meeting to see if this can be covered under raise and appropriate. In looking at the requests into CIB, at this time I am proposing transferring \$375,000 into that fund. It will leave us a Free Cash Balance of \$810,111 coming out of the May town meeting.

4. Update on Community Project Funding Request for Fiscal Year 2022:

At our March 29th special meeting I had informed the Board about a potential Community Project Funding Request opportunity for Fiscal Year 2022 which was sent out by Congressman McGovern. The options we have available are to apply for funds for a new fire department building or to continue working on the issues outlined in the Feasibility Study prepared by John MacMillan. The Board recommended proceeding on which project we had the best chances of getting funding for. After speaking with the Congressman's staff contact assigned to this project, I was told that the best approach would be to go for the costs associated with the continuation of the remediation of the deficiencies outlined in the report

prepared by John MacMillan. He felt also felt that this would also put us on their radar screen as the Congressman is only allowed to select 10 projects to forward to the Appropriations Committee and future funding opportunities will be forthcoming. Our application packet was submitted on April 1st.

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

- **Discuss whether next meeting will be in person or via ZOOM**

Mr. Hadley stated the next meeting will be a ZOOM as it will be short, Mr. Crowley would like to keep the next meeting with ZOOM due to accessibility concerns.

- **Street Sweeping Schedule for 2021 is posted on the DPW Website**
- **Special Selectboard Meeting on April 14, 2021 at 6:00 P.M.**

Ms. Lucier stated this will be a short meeting with just a couple things to vote on including a vote on the Insurance. Mr. Hadley stated the next FISP meeting will be in May.

FUTURE AGENDA ITEMS/SELECTMANS REPORTS:

- Mr. Crowley gave an update on the Memorial Day services will be held the parade will not be held. He stated Mr. McCormick passed away unfortunately and there are five people trying to cover what he did. Mr. Crowley stated people are invited to attend but to use social distancing protocols. He explained next year will be much larger and will be in memorial of Mr. McCormick. Ms. Lucier stated they also need people to held with the Band Concerts and there is two vacancies on the Celebrations Committee.

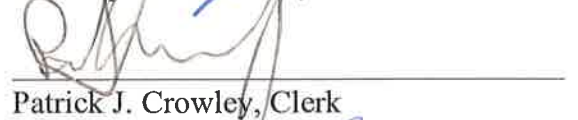
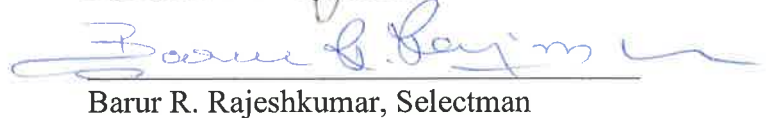
Motion Mr. Crowley to adjourn at 8:34 p.m. Mr. Rucho, second all in favor.

Respectfully submitted,



Faye D. Zukowski, Municipal Assistant

Approved: April 21, 2021


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

