



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

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

**Date / Time / Location of Meeting**

March 1, 2023; 6:00 p.m.  
140 Worcester Street  
West Boylston, MA 01583  
Board Meeting Room 2<sup>nd</sup> Floor  
Hybrid with Zoom

**Members Present:**

Barur R. Rajeshkumar, Chairman  
Christopher A. Rucho, Vice Chairman 6:35pm  
Marc Frieden, Clerk  
Kristina Pedone, Selectwoman

**Members NOT Present:**

Patrick J. Crowley, Selectman

**Invited Guests:**

Jennifer Warren-Dyment, Town Administrator  
Faye Zukowski, Municipal Assistant

**THIS MEETING WAS HELD VIRTUALLY IN A HYBRID SETTING  
VIRTUAL MEETING INFORMATION:**

**To Join Zoom Meeting**

- <https://us06web.zoom.us/j/87876723839?pwd=NloyS1NNNWJsR09QWUVxYU9Fc0dyQT09>
- Meeting ID: 878 7672 3839
- Passcode: 01583
- Dial by your location: (646) 558-8656 US (New York)

**Others Present:**

Tom Zappa, David Femia, Judy, Ken Cleveland, Neil Peterson, Roger Wellington, and Chris Berglund.

**MEETING CALLED TO ORDER****Pledge of Allegiance**

Mr. Rajeshkumar read statement.

**CONVENE MEETING – 6:00 pm**

- Roll call

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT:** 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.

#### **APPROVAL OF MEETING MINUTES:**

- **January 18, 2023 Regular Meeting Minutes**

*Motion Mr. Rucho moved to approve, Ms. Pedone second.*

*All in favor*

*Approved*

#### **REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING FEBRUARY 24, 2023 THROUGH MARCH 1, 2023: Town Payable Warrants FY2023-34 AND FY2023-35; Sewer Warrants FY2023-SE23; Payroll Warrant FY2023-17; \*School Warrant FY2023-S16 and MLP FY2023 #18.**

*Motion Mr. Rucho moved to approve, Ms. Pedone second.*

*All in favor*

*Approved*

#### **6:05 pm Public Hearing: To Consider Amending of Policies:**

Mr. Frieden read Public Hearing Notice.

Ms. Warren-Dyment reviewed the policy changes.

- **Amend All Select Board Policies (A-1 through L-25) by Deleting the words "Board of Selectmen" and inserting in their place the words "Select Board".**
- **A-6, Selectmen (Sub)committee Assignments**
- **A-7, Policy on Incoming Selectmen Orientation Process**

Ms. Warren-Dyment requested in item 3 remove keys and add access code, item 4 add town email, item 5 remove obtain and add familiarize, item 5j. Performance Measurement Report, remove.

- **A-8, Policy on Outgoing Selectmen Procedures**

Ms. Warren-Dyment requested to remove the first paragraph of the section policy, she explained a exit interview is typically for employees only. Ms. Pedone requested to add terminate town email access and alias account access.

- **A-9, Board Standards of Conduct**

Ms. Warren-Dyment requested to change his or her to their, them, and they.

- **L-1, Policy on Ambulance Fees Billing & Collection**

Ms. Warren-Dyment requested on behalf of the Fire Chief to amend two scribes' errors and for the board to decide if they would like to remove section 4 outstanding balances. Ms. Pedone would like to recommend removing the section on outstanding balances.

*Motion Ms. Pedone moved to amend Policy L-1 changes; remove language in Section 4. "All outstanding balances of one hundred fifty dollars (\$150.00) or less shall automatically be forgiven." and amend Section 2, from fifty to one-fifty, Mr. Rucho second.*

*Motion Ms. Pedone moved to withdraw her second, Mr. Rucho withdrew his second.*

*Motion Mr. Rucho moved to close the public hearing, Mr. Frieden second.*

*All in favor*

*Approved*

*Motion Ms. Pedone moved to amend Policy L-1 changes; amend Section 2, from fifty to one-fifty and remove language in Section 4. "All outstanding balances of one hundred fifty dollars (\$150.00) or less shall automatically be forgiven.", Mr. Rucho second.*

**4-1-0 Mr. Frieden no**  
**Approved**

*Motion Ms. Pedone moved to amend A-1 through L-25 to remove Board of Selectmen and replace with Select Board and accept all amendments as discussed for Policy A-6, A-7, A-8, A-9, Mr. Frieden second.*

*All in favor*  
**Approved**

**NEW BUSINESS:**

- **Approve Contract for George Tignor, Building Commissioner**

*Motion Ms. Pedone moved to approve contract with George Tignor Building Commissioner effective December 13, 2022, Mr. Rucho second.*

*All in favor*  
**Approved**

- **\*Acknowledge donations to the Council on Aging from October 1, 2022 through December 31, 2022 in the amount of \$765.00 from local residents.**
- **\*Consider approving the hiring of Elise Bordage for the Part-Time position of Food Service Kitchen Manager for the Council on Aging, at Grade C, Step 2, \$18.37 per hour effective March 7, 2023 contingent upon a successful pre-employment physical.**

*Motion Mr. Rucho moved to approve, Mr. Frieden second.*

*All in favor*  
**Approved**

**OLD BUSINESS:**

- **Discussion of Reservoir Triangle Food Truck Licenses for the 2023 Season:**

Mr. Warren-Dymont updated the Board with her plan for the 2023 Season. She stated the prior years' proposals submitted were not equal; Mortar and Pestle \$600.00 and Captain Ron \$700 per month. She provided a breakdown of total paid last season, Captain Ron's \$5,600 and Mortar and Pestle \$600.00. She contacted Town Counsel and this does not need to go out to RFP requirement for property. She stated they can renew the current contract as it is and the disparity would remain or the Board could establish a set fee for the license. She stated they could set terms such as duration, number of vendors, set fee, have preference for previous vendors or hold a lottery. She stated both prior licensees are interested but one was not in favor of paying the \$700 per month. She stated the RFP had a requirement that they vendors would be set up Wednesday through Sunday and both vendors expressed disliked that they did not have the opportunity to work elsewhere if opportunity came up like event or festival. She stated the Town paid began paying for a porta potty in July till November at the park and would like to know if the Town would like to continue. She stated the Town used RDP funds to purchase picnic tables for the park. Mr. Rucho would like to have a flat fee and give preference to the two prior vendors. Mr. Ron LaFlash stated he believes that he is in a three-year contract that automatic renewal, Ms. Warren-Dymont stated she spoke with Town Counsel and the Board would need to take a vote to renew nothing could renew automatically without a vote. Mr. LaFlash stated he would pro-rate extra days outside of the contract and would like to continue that. Mr. Rucho would like to add to a future agenda and have the DPW put a cost to maintain the park. Mr. Rajeshkumar asked if the vendors could use the space temporarily, Ms. Warren-Dymont stated the Board needs to come up with a fee and term. Mr. LaFlash would like to begin April 1<sup>st</sup> when the fishing begins. Mr. Rajeshkumar asked if they could renew the contract

tonight to allow the vendors to begin working this month, Ms. Warren-Dymment explained the contract did not allow for days outside of the contract. Mr. Rajeshkumar asked if the Board can vote to set a price to for a one-day license until they have a future agenda item. Ms. Warren-Dymment suggested discussing at a future meeting with language amended. Ms. Warren-Dymment does not believe Town Counsel reviewed the contract for the vendors and would want them to review. Mr. Rucho would like the Town Administrator to work on a contract to allow for the vendors to operate until a new process is ready. Mr. LaFlash asked about the line striping for parking at the Triangle.

- **Discussion of Local Initiative Program (LIP) Proposal, Crescent Builders, LLC, 73 West Boylston Street:**

Mr. Dean Harrison, Housing Consultant for Crescent Builders. He explained since the presentation of the project they have made a modification to the plan. He explained they moved the building closer to the parking to allow for more open space to the back which has abutting neighbors. Ms. Warren-Dymment stated the Affordable Housing Trust recommended the Board enter into a LIP agreement with Crescent Builders, LLC. She stated there were other items that were part of the process and would like to enter into a memorandum of agreement with the developer to finish punch list items at Nuha Circle and Westland Circle and cash donation to the Town in the amount of \$50,000 for Pride Park. She requests if the Board chooses, she would like the vote to be subject to a successful negotiation and execution of memorandum agreement. Mr. Harrison explained the vote of the Board should authorize the Chair to sign the support letter and LIP application, which will allow Crescent Builders, LLC to submit to DHCD. They will receive a site approval from DHCD and they will then submit a full comprehensive permit application to the ZBA. Mr. Rucho asked about terms of the items the town wants completed, Ms. Warren-Dymment stated Crescent Builders LLC and the Town will agree to a certain date of completion and would be in default of his agreement with the community if he does not complete. Mr. Harrison stated the developer could complete punch list prior to submission of the comprehensive permit. Ms. Warren-Dymment stated she would not condition the LIP on the Town accepting the road at town meeting but completing all the items needed to get article to accept the road for town meeting. Ms. Warren-Dymment stated the support letter is a general letter template, she read the letter. Mr. Rajeshkumar would like the draft letter to go to Town Counsel for review.

***Motion** Mr. Rucho moved to approve the LIP Project with condition of Memorandum of Agreement with dates certain for completion of punch list, Ms. Pedone second.*

Mr. Rucho would like to be sure the Crescent Builders will complete the punch list. Mr. Frieden asked if the punch list will come before the Board, Ms. Warren-Dymment stated it will.

***All in favor***

***Approved***

- **Consider Terminating Intermunicipal Agreement for Nursing Services with the Town of Sutton:**

Ms. Warren-Dymment stated she invited Zachary Dyer, M.S. M.E.P. Deputy Director of Health and Human Services and Soloe Dennis, M.P.H., Ph.D. Director of Worcester Division of Public Health. She explained the town currently pays \$30,857 to be part of the Alliance with Worcester, the increase would be \$42,000 if the Town added the nursing services of the Alliance. She the current IMA in Sutton is based on hours and the amounts varied year to year; 2018-\$1,875, 2019-\$2,175, 2020-\$19,912-2021, \$28,886, 2022-\$31,899. She explained if the Town does not elect to choose the Alliance for nursing services the renewal will still see an increase to \$32,000. She stated there is a desire of the Alliance to have all communities receive the same level of services. Mr. Rucho stated the agenda item is to terminate services not to discuss services after termination, Ms. Warren-Dymment stated the questions from the last

meeting were regarding what will happen after termination and this is why she invited the Alliance to the meeting. Mr. Dyer stated West Boylston is the only community in the Alliance that does not receive nursing services from the Health Alliance. Mr. Frieden asked if the Alliance will provide the same if not better services to the Town, Mr. Dyer explained they have four nurses on staff and all have high public health expertise and is a comprehensive service. He explained the Alliance offers Community Health, Environmental Health expertise also. He explained the State completed a baseline capacity assessment for all towns in the State. He stated when services are split up it is difficult to coordinate services. Ms. Warren-Dymont stated the Board of Health voted to recommend to terminate services with Sutton and then enter into an IMA with Worcester. Mr. Rucho stated staying with Sutton will average out to be less than if they joined the Alliance for nursing services. He stated the Town will be spending more, Ms. Warren-Dymont stated that is correct unless there are another health crises like COVID. Mr. Frieden asked if the Sutton nursing services provide blood pressure clinics, Ms. Warrant-Dymont stated the Fire Department provides the clinics. She explained they only manage the communicable disease. Mr. Frieden asked if Worcester Health Alliance provides community programs, Mr. Dennis stated they provide many community programs and they also assisted Sutton Nursing services in West Boylston during the pandemic. Ms. Pedone stated having all services through one location is a benefit but is concerned with cost but believes the service level is beneficial. Mr. Rucho is uncomfortable with Worcester Alliance being present if the agenda is to discuss terminating the services with Sutton. Ms. Warren-Dymont stated they can discuss at a future meeting with both items listed. She is concerned with the timing and need to give a sixty-day notice to terminate service. Mr. Frieden asked if they work with schools, Mr. Dennis stated they work with all departments of the town such as schools, police, and fire. Mr. Dyer stated in other communities they work with the school nursing on regional youth health survey, he explained it was offered to West Boylston but they currently do not participate. Mr. Rajeshkumar would like to have the Board of Health in, Ms. Warren-Dymont stated the Board of Health voted at a recent meeting to terminate services with Sutton and to engage services with Worcester Health Alliance.

**Motion:** Ms. Pedone moved to terminate the agreement for services with the Town of Sutton effective June 30, 2023, Mr. Rajeshkumar second.

**3-1-0 Mr. Rucho voted no**

**Approved**

#### **APPOINTMENTS AND RESIGNATIONS:**

- **Concurrence on the Town Administrator appointment of Chief Mark Sadowski to the Hazardous Waste Coordinator, Emergency Management Director, CERT Coordinator, Right to Know Officer, effective August 1, 2022 for a term to expire concurrent with the employment contract July 31, 2025.**

**Motion** Ms. Pedone moved to approve, Mr. Crowley second.

**All in favor**

**Approved**

- **Resignation from Michael McConville from the Disability Commission effective August 31, 2022**

**TOWN ADMINISTRATORS REPORT (May contain Departmental updates, community reminders and announcements, project updates, etc. No votes will be taken).**

#### **1. Prescott Street Bridge:**

Ms. Warren-Dyment presented the Prescott Street Bridge report and updated the Board that a recent inspection of the bridge resulted in a rating of 3 again which is no change at this time from the previous inspection. Mr. Frieden asked if we are going out for quotes, Ms. Warren-Dyment stated Kevin Duffy, DPW Director is working on a grant application with the consultant.

**FUTURE AGENDA ITEMS/SELECT BOARD REPORTS:**

Mr. Frieden would like an update on Pride Park at a future meeting.

***Motion** Mr. Rucho moved to adjourn at 8:02 p.m.; Ms. Pedone second.*

***Roll Call Vote***

*Mr. Frieden, yes*

*Mr. Rucho yes,*

*Mr. Crowley yes,*

*Ms. Pedone, yes*

*Mr. Rajeshkumar, yes*

***All in favor***

***Approved***

Respectfully submitted,

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Faye D. Zukowski, Municipal Assistant

Approved: \_\_\_\_\_

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Barur R. Rajeshkumar, Chairman

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Christopher A. Rucho, Vice Chairman

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Marc Frieden, Clerk

\_\_\_\_\_  
Patrick J. Crowley, Selectman

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Kristina Pedone, Selectwoman