



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

Select Board/Sewer Commission Meeting Minutes

Date / Time / Location of Meeting April 6, 2022; 6:00 p.m. 140 Worcester Street West Boylston, MA 01583 Board Meeting Room 2 nd Floor

Members Present Christopher A. Rucho, Chairman Barur R. Rajeshkumar, Vice Chair Kristina Pedone, Selectwoman
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Members NOT Present: Patrick J. Crowley, Clerk Michael J. Kittredge III, Selectman

Invited Guests: Nancy Lucier, Town Administrator Faye Zukowski, Municipal Assistant Kevin Duffy, DPW Director George Tignor, Building Commissioner

Others Present:

David Femia

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:

- **March 2, 2022 Regular Session:**

Motion Mr. Rajeshkumar moved to approve, Ms. Pedone second.

All in favor

Approved

REVIEW AND VOTE TO APPROVE WARRANTS FOR THE PERIOD COVERING MARCH 17, 2022 TO APRIL 6, 2022: Town Payable Warrants FY2022-38, FY2022-39 and FY2022-40; Town Payroll Warrant FY2022-19 and FY2022-20; Sewer FY2022 SE-23 and SE-24; MLP FY2022 #20 and School FY2022 S18 and FY2022 S19.

Motion Mr. Rajeshkumar moved to approve; Ms. Pedone second.

All in favor
Approved

DPW DIRECTOR KEVIN DUFFY:

- **Recommendation on Westland Circle Sewer System:**

Mr. Duffy stated in January he sent a recommendation to the Planning Board in the event the town does accept the street, he would also recommend the town accept the sewer system. He stated the system was inspected by Weston & Sampson during installation and they approved the as-built plans.

- **Update on April Sewer Billing:**

Mr. Duffy announced that at the end of this month there will be a new billing look but will be no other changes; dates to remain same, payment methods still accepted the same. Mr. Rucho asked about combining the water and sewer billing, Ms. Lucier stated the water is in a different system. Mr. Duffy stated they are on different systems and the only thing linking the water and sewer is that the sewer billing is based on the water meter readings. Mr. Rucho would like to look into combining the billing.

- **Street Sweeping Program:**

Mr. Duffy stated the street sweeper is back from repair and they are planning to begin sweeping the streets next week. He explained they will begin on the main streets then move into the neighborhood streets. He stated they will keep residents updated as best as possible. Mr. Duffy stated weather may cause delays in the schedule. He asked the residents not to blow leaves and debris into roadway as they may cause damage to the sweeper.

- **Update on Stump Grinding:**

Mr. Duffy stated the stump grinder rental will begin on April 19th and will be a one-month rental and will be paid for through grant funds. He stated they will begin behind the school and then move on to the street trees. Mr. Rucho asked if there is a list of stumps, Mr. Duffy stated there is. Mr. Rucho requested a copy of the list be sent to the Board.

PLANNING BOARD & BUILDING INSPECTOR:

- **Discussion regarding New Multi-Family Zoning Requirements for MBTA Communities**

Ms. Lucier stated the Planning Board and Building Commissioner was invited to attend tonight for discussion. She explained the town was designated as an MBTA Community under the category of adjacent. She explained this requires the town to meet certain expectations and is part of the Economic Development Bill; one zoning district of reasonable size in which multi family housing is permitted as a right. She stated if the town does not comply the town may not be eligible for certain grants including MassWorks. She stated CMRPC is helping towns listed in this category and will attend the next meeting. Ms. Lucier stated she wrote a letter in response and Representative O'Day delivered to the Secretary of DHCD. She does not believe West Boylston should be designated an adjacent community as it is beyond a .5 mile from a MBTA facility. She explained the border of towns is 3.5 miles from the closest MBTA Station. She feels it is unfair that they would withhold grants funds to small communities. She explained this housing requirement would impact the school and the sewer system. Mr. Rucho would like clarification of the distance requirements and does not believe any of the towns listed are within the .5 miles as required. Mr. Tignor, Building Commissioner clarified his understanding is the DHCD would like to have within the .5 miles a 50-acre parcel to build housing on and are requesting towns to designate land. He stated the

town does not have land available and the state owns half of the town anyways. He stated they could place an overlay on the town but would need to have a discussion with the Planning Board. He believes this will become a burden on the town and will not accomplish with the MBTA is looking for. Mr. Tignor believes this will grow the population of the town by a third and will impact the infrastructure and school dramatically. Mr. Rucho would like Nancy to reach out to other towns listed and maybe draft a letter along with them. Ms. Lucier stated a briefing is the first required goal needed by May 2nd and that will be the next meeting with CMRPC. Mr. Rajeshkumar asked if a bus stop or train station is needed in town, Mr. Tignor responded he is unsure but feels this is more of Planning Board issue than of a Building Department. MS. Lucier stated she will ask Trish Settles of CMRPC to speak on the definition of a transit station and if an overlay could be added. Mr. Rucho would like the Planning Board to be invited into the next meeting. Mr. Femia stated he attended a Mass Housing Partnership Conference last June and this was discussed and he specifically asked about West Boylston and was told it would not apply to West Boylston. Ms. Lucier suggested having a regional meeting with other towns listed.

NEW BUSINESS:

- **Vote on expending ARPA Funds:**

Ms. Lucier stated the town received \$2.4 million in ARPA funds and have spent \$648,858 leaving a balance of \$1.7 million. She attended a meeting last Monday with Pat Crowley, Christopher Rucho, two members of Finance Committee and they discussed a plan to for additional items. Ms. Lucier stated funds need to be committee by December 31, 2024 and need to be expended by December 31, 2026. She stated the plan is to increase the towns reserves, the ARPA funds cannot go directly into stabilization or into capital. So, they plan to use appropriate to items and will free up the free cash. Ms. Lucier requested approval for the following items; OPEB \$400,000, four years of MS4 Permits \$200,000, Police Salary and Wages \$100,000, Worcester Alliance for Board of Health for 2024, 2025, 2026 \$100,000, DPW Copier and Leaf Collection System \$19,000. She explained these items would have appeared on the warrant and funding would have been from free cash and now the free cash can build and be transferred to capital or stabilization. She explained after these items the balance will be \$946,412. Mr. Rucho stated most of these items are one-time items with the exception of the Board of Health, Ms. Lucier stated correct the Alliance is working on the actual cost of services they provide. Mr. Rucho stated the Police Salary and Wages is also a one-time thing, Ms. Lucier stated they have employees out on leave and shifts are being covered.

Motion Ms. Pedone moved to approve, Mr. Rajeshkumar second.

All in favor

Approved

- **Acknowledge Capital Requests submitted for FY23:**

Ms. Lucier stated the Finance Committee is working on the capital requests and will make a recommendation to the Board on what should be funded for town meeting.

- **Consider approving the hiring of Dennis Parker as a fractional-time van driver for the Council on Aging effective April 11, 2022 at a rate of \$18.46 per hour:**

Motion Mr. Rajeshkumar moved to approve, Ms. Pedone second.

All in favor

Approved

- **Consider approving the hiring of Ian Evans to the full-time position of Parks Laborer/Equipment Operator for the DPW effective April 11, 2022 at a rate of \$21.38 per hour.**

Ms. Pedone asked if the DPW will not be full staff, Mr. Duffy stated they still have a mechanic position open. Ms. Pedone asked if there is temporary summer staff, Ms. Lucier stated they did away with the temporary and hired full-time year-round staff.

Motion Mr. Rajeshkumar moved to approve, Ms. Pedone second.

All in favor

Approved

TOWN ADMINISTRATOR'S REPORT

1. Holy Cross Gift

On February 9th Library Director Anna Shaw and I had a Zoom meeting with Sue Hunt, Associate Director of Community Relations for Holy Cross to discuss the possibility of continuing their annual donation of \$15,000 per year to the Beaman Memorial Public Library. Those funds allow the library to remain open on Saturday afternoons for nine months of the year from September through May from 2-5 p.m. and open additional Saturdays during the summer months of June, July and August from 9-noon.

I learned that 15% of all library computer usage is during the 3-hour period on Saturday, 7% of library circulations are on Saturday in the summer months, and they circulate 15,000 books during the summer hours.

We received notification from Holy Cross that they are willing to renew another 5-year agreement. We also plan to continue discussions about other possible donations Holy Cross might be willing to become involved with.

2. MassDOT Project Updates

On Thursday, March 24th MassDOT emailed me the Right-of-Entry Forms and maps for 13 properties along Route 12. At this time, we are waiting for 1 property owners to sign off. I just obtained emails for two of those owners so I am hoping that those approvals will be submitted shortly.

We also reached out to MassDOT for their recommendations on improving the traffic flow around Dairy Queen on Route 12. Based on their review, which was shared with the Police Chief and DPW Director, they plan to close the passing zone on Route 12 which is consistent with their newly issued SOP on passing zones. They reviewed the possibility of installing delineators along the double solid yellow line but it was not recommended by their Traffic or Maintenance Sections.

We had suggested eliminating left hand turns onto Route 12 when exiting Dairy Queen. As Dairy Queen has a permitted driveway access that does not have any restricted turning

movements for either entering or exiting MassDOT is willing to participate in discussions with the town and Dairy Queen.

3. Lafayette Trail Marker Location

On Friday, March 18th, I was joined by Bev Goodale, Carol Parker and DPW Director Kevin Duffy. We walked The Gazebo Common Area and Historical Society to determine the location for the Lafayette Trail Marker. It was decided that the best location for the marker would be on the Historical Society Property. There is a lot of good parking in the area between the parking lot at the Historical Society and Church Street. We are hoping that folks who come out to visit the marker might stop by the Historical Society to learn more about the Town of West Boylston. The marker will face 12 will be easily seen from the road.

We received permission from the Historical Society to place the marker on their property. All the paperwork as submitted to the Lafayette Trail group, and we received notice that our location had been approved. The marker has been ordered from their foundry in Ohio and the anticipated arrival date is mid-August.

4. Update on Cybersecurity Training

We have received our 2022 First Quarter Report Card on our training. We are measured on three different metrics. The first is the completion of the initial CyberStrength Assessment, Assignment #1 and Phishing Campaign #1. We received an 83.33% rating on our Completion Rate, with the State Average being 52%. We completed 100% of our Assignment #1, with a State Average being 30% and we received a 33.33% Fishing Campaign #1 Failure Rate with the State Average being 1%. Assignment #2 was just issued yesterday

5. Fire Chief Search

Our search for our new Fire Chief has been publicized in The Beacon and Chief Welsh has distributed our information to his associations. Deadline to apply is Monday, April 25th. I hope to have a candidate to bring forward at the June 1 Selectboard Meeting.

MEETINGS, INVITATIONS & ANNOUNCEMENTS:

- **Beginning Friday, April 1 – spring/summer hours at the Regional Recycle Center change to: Tuesdays 9-11 am; Thursdays 4-6 pm; and First and Third Saturday of each month 9 am until noon**
- **Friday, April 8th, 10-11, Office Hours with Rep. Jim O’Day at the Senior Center**
- **Thursday, April 14, 5 pm – deadline to pull nomination papers for the Annual Town Election on June 7th**
- **Thursday, April 14, 6 pm Join Beaman Library and Keep Massachusetts Beautiful for Talking Trash & Recycling, an interactive presentation that teaches what really happens to trash and recyclables in Massachusetts. Participants of all ages are welcome! Please send an email to jwright@cwmars.org at least 24 hours prior to this program to register**

- **Saturday, April 30th, 9-noon – Town-wide Clean Up Event – sign up online – Team Up to Clean Up and Keep our Town Beautiful – Volunteers are invited to Town Hall starting at 11:30 for refreshments once they have completed their clean up assignment**
- **Tuesday, May 17th 6:45 p.m. - Worcester Red Sox will Salute the Town of West Boylston. For every ticket bought through the FEVO link, found at (<https://fevo.me/towntakeover>) or the QR code posted on website home page), \$5 will be donated to the non-profit being honored on that day, in this case the West Boylston Food Pantry.**

FUTURE AGENDA ITEMS/SELECTMANS REPORTS:

- Mr. Rucho would like an update on the Bottle Bill.
- Ms. Pedone stated the Planning Board met and she would like an update on the bond for Nuha Circle.
- Ms. Pedone asked about the pricing for the crosswalk, Ms. Lucier stated Kevin is still working on getting prices on a better-quality paint. Ms. Pedone stated the Board was looking for a cost difference from epoxy vs paint. Ms. Lucier stated they also need to working on the parking spaces at the Reservoir Triangle.
- Ms. Pedone asked the status of the 2nd food truck for the Reservoir Triangle, Ms. Lucier stated they paid their fee and picked up their permits and were still working on the trailer.
- Ms. Pedone would like an update on the Bag Fees vs the Override and how it aligns with trash and disposal fees and add to future agenda.
- Mr. Rucho stated the Triangle vendor spaces are being taken by regular parking he believes they should add signage, Ms. Lucier will contact the Police.
- Ms. Pedone would like to add to next agenda update on the Data Base Pavement Management. She would also like to know what the last contract included and what the town paid for. Mr. Rajeshkumar asked if the program has been lost can we contact vendor, Ms. Lucier will check on this.
- Ms. Pedone provided an update on the Town Administrator Search and a survey is out for residents until April 19th. She has asked them for an update on the response to the survey and are four weeks into the contract and asked for an update on what has been completed and what is left to do. She stated she believes they have met with all Selectboard members and department heads.

Motion Ms. Pedone moved to adjourn at 6:53 p.m.; Mr. Crowley second.

All in favor

Approved

Respectfully submitted,

Approved:

Faye D. Zukowski, Municipal Assistant

Christopher A. Rucho, Chairman

Barur R. Rajeshkumar, Vice Chairman

Patrick J. Crowley, Clerk

Michael J. Kittredge III, Selectman

Kristina Pedone, Selectman