



*Town Clerk*  
*Meeting*  
*Minutes*

Semi-  
Annual  
Town  
Meeting

Oct. 17, 2020

Elaine S. Novia, Town Clerk

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October 16, 2020

BY ELECTRONIC MAIL

Ms. Nancy Lucier  
Interim Town Administrator  
West Boylston Town Hall  
140 Worcester Street  
West Boylston, MA 01583

Re: Warrant for Fall 2020 Semi-Annual Town Meeting

Dear Ms. Lucier:

At your request, I have reviewed the quantum of vote required under the several articles in the Fall Semi-Annual Town Meeting Warrant to be held on October 17, 2020. The articles are approved as to legal form and I make the following comments:

The following articles require more than a majority vote:

Article 12: A vote to change the use of property acquired for a specific purpose, or to transfer the care, custody and control of such property from one board to another, requires a *2/3rds* vote. G.L. c. 40, §15A; and

Article 13: A vote creating a new stabilization fund requires a *2/3rds* vote. G.L. c. 40, §5B.

If the Town intends to borrow funds under any article, a *2/3rds* vote is required under G.L. c.44, §§7 and 8.

Please contact me if you have questions regarding the warrant articles.



Shirin Everett

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF WEST BOYLSTON**

**SEMI-ANNUAL TOWN MEETING WARRANT  
OCTOBER 17, 2020**

Worcester ss,

To the Constables of the Town of West Boylston,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of West Boylston qualified to vote in elections and town affairs, to meet in the ball field of the Middle/High School, 125 Crescent Street in said Town on Saturday, October 17, 2020 at 10:00 a.m. in the morning, then and there to act on the following articles.

**ARTICLE 1 - AUTHORIZATION TO HEAR THE REPORTS OF OFFICERS AND  
COMMITTEES OF THE TOWN**

To see if the Town will vote to hear the reports of the officers and standing committees of the Town; or take any other action relative thereto.

**ARTICLE 2 - AUTHORIZATION TO PAY BILLS FROM PREVIOUS  
FISCAL YEARS**

To see if the Town will vote to appropriate a sum of money to pay bills being held by the Town Accountant from prior fiscal years for which no encumbered funds are available; or take any other action relative thereto.

**ARTICLE 3 - AUTHORIZATION TO MODIFY FISCAL YEAR 2021 APPROPRIATIONS AND  
OTHER NECESSARY ADJUSTMENTS TO THE FISCAL YEAR 2020 BUDGET**

To see if the Town will vote to raise and appropriate and/or transfer from available funds or from any unexpended balances of Fiscal Year 2021 appropriations hitherto made, to Fiscal Year 2021 appropriation accounts; or take any other action relative thereto.

**ARTICLE 4 – AUTHORIZATION TO APPROPRIATE FUNDS FOR  
THREE LAPTOPS FOR THE POLICE DEPARTMENT**

To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$14,686 to replace three laptops for the police cruisers, including installation and all related components or take any other action relative thereto

**ARTICLE 5 – VOTE TO APPROPRIATE FUNDS FOR COMMUNITY PRESERVATION  
FUND PROJECTS AS RECOMMENDED BY THE COMMUNITY PRESERVATION  
COMMITTEE**

To see if the Town will vote that the following amounts shall be appropriated from Community Preservation Fund Revenues, or transferred from prior year reserves for Community Preservation purposes, with each appropriation being treated as a separate item:

	<b>Project</b>	<b>Total Appropriation</b>	<b>Source of Appropriation</b>
	<b>Appropriations:</b>		
A	To Fund for Affordable Housing Purposes:  A grant to pay for community housing needs. Submitted by the West Boylston Affordable Housing Trust, to be expended under the direction of the Town Administrator.	\$ 25,000	\$25,000 from the fund balance designated for affordable housing.
B	To Fund for Recreation Purposes:  A grant for the purpose of rehabilitating and renovating Mixter Field. Submitted by the Parks Facilities Committee and the Parks Commission, to be expended under the direction of the Town Administrator and the Parks Facilities Committee	\$652,000	\$652,000 from the undesignated fund balance.

or take any other action relative thereto.

**ARTICLE 6 - AUTHORIZATION TO TRANSFER CARE AND CUSTODY OF MIXTER  
FIELD TO PARKS COMMISSION**

To see if the Town will vote to transfer from the Selectboard for playground, school, highway, senior center and/or community center purposes to the Parks Commission for active recreation purposes under the provisions of G.L. c. 45, §3, the care, custody and control of a portion of the Town property located at 120 Prescott Street, identified by the Assessors as Parcel 125-30 and described in a deed recorded with the Worcester South District Registry of Deeds in Book 4102, Page 184, which portion is known as the Mixter Field, contains 1.51 acres, more or less, and is approximately shown as “Lot A” on a plan entitled “Plan of Land 120 Prescott Street”, dated September 23, 2020, on file with the Town Clerk, and to dedicate said portion for active recreation purposes in perpetuity, with a sum of money to be appropriated from the Community Preservation Act Fund for the cost of planning, designing, constructing, improving, renovating and/or equipping a playground on Mixter Field and any costs incidental or related thereto, and authorize the Selectboard, or their designee, to apply for and accept on behalf of the Town funds granted under the PARC Grant Program and/or any other funds, gifts, grants, under any federal and/or other state program in any way connected with the scope of this article, and enter into all agreements and execute any and all instruments as may be necessary or convenient to effectuate the foregoing project; or take any other action relative thereto.

**ARTICLE 7 – AUTHORIZATION TO APPROPRIATE FUNDS FROM THE  
COMMONWEALTH TRANSPORTATION INFRASTRUCTURE FUND**

To see if the Town will vote to appropriate the sum of \$1,493.70, said amount being the funds received from the Commonwealth Transportation Infrastructure Fund, to be used for transportation-related projects by the Department of Public Works; or take any other action relative thereto.

**ARTICLE 8 – AUTHORIZATION TO APPROPRIATE FUNDS FOR  
A RECREATION PROGRAM**

To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$30,000 to hire a recreation director and pay for expenses associated with establishing a recreation program; or take any other action relative thereto

**ARTICLE 9 – AUTHORIZATION TO APPROPRIATE FUNDS TO THE  
OPEB TRUST FUND**

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to the Other Post Employment Trust Fund; or take any other action relative thereto.

**ARTICLE 10 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, Section CC – STEP INCREASES by amending the second sentence in the first paragraph to read, ‘No step or longevity increases shall be given when an employee reaches Step Twelve on the employee’s respective Pay Grade’; or take any other action relative thereto.

**ARTICLE 11- AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, Section Q – SICK LEAVE by amending the second sentence in the first paragraph to read,

“Full and part-time non-union town employees may participate in a voluntary Sick Leave Bank program. The purpose of the Sick Leave Bank is to provide additional sick days to a contributing employee who is undergoing a prolonged illness or disability or who must care for an immediate family member with an extended or catastrophic illness or injury. The Program is administered by the Sick Leave Bank Committee and the details of the program are covered by Selectboard Policy K-10.”

or take any other action relative thereto.

**ARTICLE 12 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

To see if the Town will vote to amend Article XXI, Section AA – **CLASSIFICATION AND COMPENSATION PLAN 2) Compensation Plan** by amending Grade E, Steps 8-12 of the plan as follows:

Grade E	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
Current	\$19.91	\$20.41	\$20.92	\$21.44	\$21.98	\$22.53	\$23.09	\$23.67	\$24.26	\$24.87	\$25.49	\$26.13
Proposed	\$19.91	\$20.41	\$20.92	\$21.44	\$21.98	\$22.53	\$23.09	\$23.70	\$24.29	\$24.90	\$25.52	\$26.16

or take any other action relative thereto.

**ARTICLE 13 - AUTHORIZATION TO ESTABLISH A  
TAX LEVY STABILIZATION FUND**

To see if the Town will vote to establish a special purpose stabilization fund to be known as the Tax Levy Stabilization Fund, the purpose of which is to appropriate funds to offset the yearly tax levy; or take any other action relative thereto.

**ARTICLE 14 – AUTHORIZATION TO TRANSFER FUNDS TO THE  
CAPITAL INVESTMENT FUND**

To see if the Town will vote to transfer a sum of money to the Capital Investment Fund; or take any other action relative thereto.


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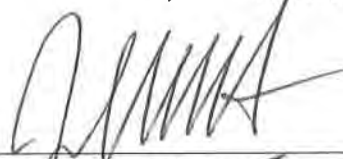
And you are directed to serve this Warrant by posting an attested copy thereof at the place of said meeting as aforesaid and at the Post Office in said Town seven (7) days at least before the time of said meeting.

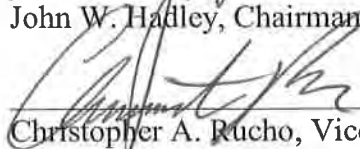
Hereof, fail not, make due return of this warrant with your doings thereon to the Town Clerk at the time and place of said meeting as aforesaid.

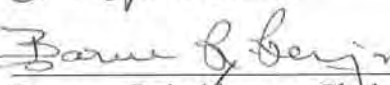
Given under our hands this 23rd day of September in the year of our Lord, Two Thousand and Twenty.

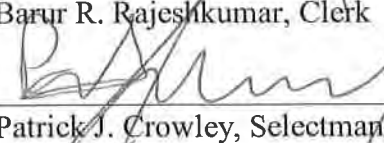
A true copy attest:

  
Elaine Novia, Town Clerk

  
John W. Hadley, Chairman

  
Christopher A. Rucho, Vice Chairman

  
Barur R. Rajeshkumar, Clerk

  
Patrick J. Crowley, Selectman

Michael J. Kittredge III, Selectman  
**Board of Selectmen**  
**Town of West Boylston**

Honorable Board of Selectmen:

I have served this Warrant by posting duly attested copies thereof at the following places:

Municipal Office Building 1110  
West Boylston Middle/High School 1126  
West Boylston Post Office 1118  
Pruneau's Barber Shop 1137  
Municipal Lighting Plant 1100  
Beaman Memorial Library 1100

  
Constable

10/2/20  
Date

**TOWN OF WEST BOYLSTON  
TOWN CLERK MEETING MINUTES  
OCT. 17, 2020 S-ATM**

Article 1 Section 3 of the Town of West Boylston's General Bylaws states that "One Hundred (100) legal voters, including the presiding officer and the clerk, shall constitute a quorum, provided that a number less than a quorum may vote an adjournment; and that not more than Seventy-five (75) shall be required to maintain a quorum once the meeting has been called to order by the Moderator and that a quorum of Seventy-five (75) be required to reconvene any adjourned session of any such meeting."

Elaine S. Novia, Town Clerk, informed Moderator Jonathan Meindersma that 100 registered voters were in attendance and that the quorum requirement as set out in the General Bylaws has been met. At 10:25 a.m. the meeting was called to order.

M.G.L. Ch. 39 § 15 was accepted at the Oct. 20, 2008 Semi-Annual Town Meeting and placed in the General Bylaws Article I § 7. This bylaw section states: "If a two-thirds vote of Town Meeting is required by statute, the Moderator may, at his or her discretion, decline to verify a voice vote by polling the voters or by dividing the meeting, and may record the vote as a two thirds vote without taking such a count."

After the Pledge of Allegiance a moment of silence was conducted for all citizens whom have passed since our last meeting and to all those who serve in the military service, here and around the world, who have paid the ultimate sacrifice.

Upon a motion by Christopher Rucho and duly seconded by Town Meeting Floor, it was unanimously voted to waive the reading of the Warrant and refer it as subject matter only.

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**ARTICLE 1 - AUTHORIZATION TO HEAR THE REPORTS OF OFFICERS AND  
COMMITTEES OF THE TOWN**

***Motion-*** Christopher Rucho

***Second-*** Barar Rajeshkumar

**Vote**



It was unanimously voted to hear the reports of the officers and standing committees of the Town.

The following reports were given;

**Dr. John Sullivan**

Board of Health

Thank you; I would like to start the Board's report with acknowledgement of the board membership. Bob Barrell is the board chairman, and the membership includes Beverly Salate, Michaun Fowler, Tom Dillon and myself. Our administrative assistant is Margaret Lee. Since the onset of the COVID-19 epidemic the Board of Health has been working like beavers. The wealth of this work, frequently 7 days a week has been carried out by our chair, Bob Barrell and our dedicated assistant, Margaret Lee.

We in Massachusetts began to feel the brunt of the pandemic 8 months ago and we are still in the early days of the pandemic with less than 10% of the population having been infected with SARS-CoV-2. There have been 39 million people in the world infected and more than a million deaths. In the US we have just passed 8 million cases with more than 200,00 deaths. In Massachusetts we have had 139,000 infections and we are approaching 10,000 deaths. In the last two weeks there have been 9,000 new cases in MA with 7,000 under the age of 50 and 2000 under the age of 21. Since September 1<sup>st</sup> 190 individuals less than 50 years of age have been hospitalized and while the majority of the 10,000 deaths in MA have been in individuals over 60; in the last month 49 Massachusetts residents died who were under age 50!

Friends we are in the midst of a terrible epidemic and now is not the time to become complacent or let down your guard. We must wear masks when out in the public, we must social distance. These measures work. Numerous studies have now documented that masks and social distancing prevent infections. Even in the uncommon situation when a mask fails to completely prevent an infection there are data that show the mask dilutes the amount of virus transmitted and reduces the likelihood that the COVID 19 infection will be severe. As we approach winter months and move indoors, masks and social distancing are a must. Everyone experiencing COVID-19 infections whether asymptomatic or with symptoms can spread the virus. If you are 5 years old or 60 years old you can spread the virus to people around you.

The Board of Health has worked closely with our school Superintendent Mr. Meagher to assist with his teams development and implementation of a plan for education of our students during this pandemic. We are very lucky to have Mr. Meagher as a capable steward of our children's education during this most difficult time.

The schools have just begun the hybrid system for the majority of our students who are now doing in person classes two days a week. In person education in our schools is dependent on West Boylston remaining a low COVID19 prevalence community, we have averaged less than 5 cases per 14 days, the gray color on the DPH map, for months until we jumped this past 14 day period to yellow reflecting 7 cases in last 14 days. If we want to keep our schools open for in person education we need to remain a low prevalence community. We are appealing to everyone in the community to wear masks and practice social distancing. With this in mind the Board of Health has made a strong recommendation that we not

do house to house trick or treating on Halloween this year. This is considered a high risk activity for spread of COVID-19 by the CDC and the Board of Health. We are committed to doing everything we can to preserve the ability of our children to attend in person education in our schools.

In ending, I would like to make a few comments about vaccines. I am optimistic that safe and effective vaccines for COVID -19 will be approved by the end of the year. The vaccines produced by Pfizer and the Massachusetts company Moderna are the most advanced in the approval process and two others are close behind. I personally volunteered for the Pfizer vaccine trial and I am very comfortable with the idea that this vaccine is safe and is highly likely to be effective. As I mentioned minutes ago less than 10% of our population has been infected and the only way we get back to a near normal existence is when 60% Or more of our population is immune to COVID -19. Safe and effective COVID-19 vaccines will make this possible in the coming year. In the meantime, I encourage you all to get your influenza vaccine if you haven't already.

We are already seeing individuals with influenza in Massachusetts. Now is the time to act, so get your flu vaccine.

**Patricia Halpin**

[Affordable Housing Trust](#)

Thank You

Good morning, I am Patricia Halpin, chair of Affordable Housing Trust... May I introduce our members;

Bob Barrell.... Chair of Board of Health, former director of Hudson Housing Authority

Marc Frieden, chair? Of the Planning Board

John Hadley, chair of Select Board

Anna Mary Kraemer, real estate broker and long time resident

And hopefully following her appointment by BOS Marcia Cairns, chair of Housing Authority will join us

We want to update you on the work of the Trust.

Mass law 44 section 55 C provides for towns to establish an Affordable Housing Trust whose purpose is to provide for the creation and preservation of affordable housing in municipalities for the benefit of low and moderate income households and for the funding of community housing. West Boylston established the AHT at its town meeting October 2010. Its charge is to create and preserve affordable housing in the town that is consistent with Town wide Master Plan and Housing Production Plan. Among its powers is the authority to accept and receive real property, personal property or money, grant to be used exclusively for community housing.; purchase and retain real or personal property and others stipulated in the Mass statute.

So you see create and preserve...to use a football analogy; offense and defense.

On offense:

Housing needs analysis completed in 2017, contracted by the Trust with CPA funds, strongly indicated the need for affordable senior housing. So we went to work.

You might question why have we not seen progress toward our goal? The quick answer is Land, lack of affordable appropriate buildable land. We thought we had the perfect location; 87 Maple Street, 19 acres adjacent of Orchard Knoll. senior housing. Conversations with the Housing Authority and abutters began. After protracted negotiations with the Department of Housing and Community Development, we received permission to develop the land for affordable senior housing. Engineering studies were contracted. Only to be disappointed when the wetlands delineation study revealed the wetlands were far more extensive than originally thought. What makes West Boylston the perfect site for the reservoir makes much of its land unbuildable. We also looked to town-owned land which would make any project more affordable. Mixer became the senior center and hopefully a site for a restored sports field.

Tivnan Way, the site of the new cemetery... Buildable private land is scarce and expensive. But we remain hopeful and committed Perhaps there is someone out there who will come forward with some property.

As second challenge is the need for capital; To build housing that is 'truly affordable" to seniors i.e 50% or less of median income requires deep subsidies in order to cover both construction costs and ongoing operating costs (costs -rent =deficit)

But we are not defeated and when we find the correct location we will search to find the right partner to create the project

We have done better on defense; the monitoring and preserving of our existing affordable properties listed on the Subsidized Housing Inventory... assisting the ZBA with legal support for cost certification of properties at Afra Terrace and 92 North Main Street. In fact we have retained affordable units by enforcing deed riders and have recovered for the town \$17,000.

But we are volunteers, and the laws and processes to accomplish the goals are complex and require professional knowledge and experience. The CPA grant allows us the flexibility to engage the services of community housing specialists, engineering and legal services when the need arises between town meetings.

So we are here before you seeking your support and your vote to provide us with the tools we need to continue our work.

Thank you for your time.

**Anna Shaw, Library Director**

Beaman Memorial Public Library

*Handout*

Library services are available and Staff are Library phone, 10 a.m. to 8 p.m. Tuesday through Thursday and 10 a.m. to 5 p.m. on Friday and Saturdays.

- The Trustees of the Library are carefully monitoring safety conditions, and Covid-19 cases in the area. They are developing plans for computer use by appointment, and the Library will begin this new services when it is safe to do so. To sign up for update to information about Library services, visit <https://tinyurl.com/LibraryServiceUpdate>
- Your Library card grants digital access to e-books, e-audiobooks, streaming video, magazines on demand, language learning software, and commercial-free streaming music. Through the Library website you may access car repair manuals research databases, and newspapers including the image edition of the Worcester Telegram and Gazette.
- The Library staff offers virtual programming, book groups, story hours, craft kits, museum passes, book bundles, virtual tech help, and more. The can even help you choose what to read next!
- Contactless pickup and returns are available in the Newton Street vestibule entrance Tuesday-Saturday 10 a.m. to 5 p.m. and Wednesdays for 10 a.m. to 8 p.m. The book drop is open for after-hours use,
- Library services have expanded to meet the changing need of the community. You can apply online for a library card, live chat with a librarian and get virtual tech help.
- The Library has strengthened the wireless signal so that Wi-Fi is now available rom nearby parking spaces. This program is supported in part by a grant from the West Boylston Cultural Council, a local agency which is supported by the Mass Cultural Council, a State agency.
- The Reeve Foundation awarded our Library a \$4,385 Quality of Life Grant to install an automatic door opener at the Newton Street entrance to the Library. This will benefit many members of the community, from those who are living with paralysis, those who are in a wheelchair, their family members and caregivers as well as every visitor to the Library using the Newton Street entrance!
- The Library is working on a new strategic plan we hope to hear from the many diverse members of our community, especially you! Please visit

[www.surveymonkey.com/r/BMLCommunitySurvey2020](https://www.surveymonkey.com/r/BMLCommunitySurvey2020)

I hope that you will share your feedback by taking our survey and will take advantage of the programs and services offered by our Library. If you need assistance please call 508-835-3711, e-mail [beaman@cmars.org](mailto:beaman@cmars.org) or visit [www.beamanlibrary.org](http://www.beamanlibrary.org)

The Beaman Memorial Public Library would like to thank the Mass Cultural Council for its support.

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## **ARTICLE 2 - AUTHORIZATION TO PAY BILLS FROM PREVIOUS FISCAL YEARS**

**Motion-** Patrick Crowley

**Second-** John Hadley

**Explanation**

We have not identified any bills that have to be addressed under this article.

**Vote-**

Passed Over

It was unanimously voted to Pass Over this article.

*To see if the Town will vote to appropriate a sum of money to pay bills being held by the Town Accountant from prior fiscal years for which no encumbered funds are available; or take any other action relative thereto.*

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## **ARTICLE 3 - AUTHORIZATION TO MODIFY FISCAL YEAR 2021 APPROPRIATIONS AND OTHER NECESSARY ADJUSTMENTS TO THE FISCAL YEAR 2020 BUDGET**

**Motion-** Michael Kittredge

**Second-** Patrick Crowley

**Explanation**

We have not identified any budget line items which need to be adjusted at this time.

**Vote-**

Passed Over

It was unanimously voted to Pass Over this article.

*To see if the Town will vote to raise and appropriate and/or transfer from available funds or from any unexpended balances of Fiscal Year 2021 appropriations hitherto made, to Fiscal Year 2021 appropriation accounts; or take any other action relative thereto.*

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## **ARTICLE 4 -AUTHORIZATION TO APPROPRIATE FUNDS FOR THREE LAPTOPS FOR THE POLICE DEPARTMENT**

**Motion-** Barar Rajeshkumar

**Second-** Christopher Rucho

**Recommendation-** Finance Committee, Selectboard

**Explanation-**

These funds will allow the department to replace 3 Panasonic Toughbooks that have been in service since 2012. These older units run on Windows 7 which is no longer supported by Microsoft and the internal components for the laptops are not updatable to Windows 10. The department was recently awarded an E-ticket system with the Mass RMV and the upgraded laptops are needed to participate in the E-Ticket program. They also provide officers with access to Mass RMV and criminal data systems which provides the officers with important safety data in regard to the subject's criminal records and license status as well as outstanding criminal warrants.

These three laptops need to be replaced in order to run the in-house computer system, IMC. IMC in the cruisers provides officers with up to the minute safety information while responding to calls and provides instant local records checks to the officers. IMC in the cruisers also lets officers' complete reports while out on patrol.

The RMV and CJIS do not allow a Windows 7 laptop to access their systems. The windows can not be upgraded to Windows 10, therefore we would lose three cruisers/computers having this needed access.

**Discussion-**

Diana Englebart questioned why it was so expensive, and thinks that \$4,000 is way too much.

Dennis Minnich stated that they were special computers that are designed with gel. This allows them more durability for getting banged around in heavy that the cruisers take. They are not your everyday laptop. They will be upgraded to Windows 10. I am not a computer expert. But they are not your everyday laptop.

Tony Marcello- \$4,000 is not an absurd amount to pay for a laptop. But why not just update to Windows 10 from Windows 7?

Dennis Minnich- Windows 7 is not supported anymore. I am not a computer expert. These are state of the art computers.

John Hadley- the computers in the cruisers are 8 years old.

Tony Marcello- well that is a better reason to upgrade, why didn't you just say that.

***Vote-***

It was voted by a simple majority to transfer the sum of \$14,686 from Certified Free Cash to replace three laptops for the police cruisers, including installation and all related components.

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**ARTICLE 5 - VOTE TO APPROPRIATE FUNDS FOR COMMUNITY PRESERVATION  
FUND PROJECTS AS RECOMMENDED BY THE COMMUNITY PRESERVATION  
COMMITTEE**

***Motion-*** Vincent Vignaly

***Second-*** Town Meeting Floor

***Recommendation-*** Finance Committee, Planning Board

It was unanimously voted to separate this article and split Article 5 into 5A and 5B for Community Preservation Fund Revenue's.

	Project	Total Appropriation	Source of Appropriation
	<b>Appropriations:</b>		
A	<i>To Fund for Affordable Housing Purposes:</i>  A grant to pay for community housing needs. Submitted by the West Boylston Affordable Housing Trust, to be expended under the direction of the Town Administrator.	\$25,000	\$25,000 from the fund balance designated for affordable housing.
B	<i>To Fund for Recreation Purposes:</i>  A grant for the purpose of rehabilitating and renovating Mixer Field. Submitted by the Parks Facilities Committee and the Parks Commission, to be expended under the direction of the Town Administrator and the Parks Facilities Committee	\$652,000	\$652,000 from the undesignated fund balance.

**5A**

***Discussion-***

Vincent Vignaly Discussed the transfer of \$25,000 from the Community Preservation Fund Reserve Revenues designated for Affordable Housing. Given the fact the Patricia Halpin gave a report discussing this matter under Article 1, he referred to her report and asked if there were any further questions. Hearing none he asked the Moderator for a vote.

***Vote***

It was voted by a simple majority to transfer the sum of \$25,000 from the fund balance designated for affordable housing to the Affordable Housing Trust to fund community housing needs.

*5B*

*Motion- Vincent Vignaly*

*Second- Pat Crowley*

*Recommendations- Parks Commission, Finance Committee*

#### **Discussion-**

Sandy Meindersma- Are you going to control the poison ivy around the field?

Pat Crowley stated that the DPW has a maintenance program the takes care of it.

Sandy Green questioned the timing and availability of funds for fixing the field.

Crowley explained in detail how the Community Preservation Act works for the communities that accept it and the designated fund use. Also proposed funding from the PARC Grant Program. Grant recipients are reimbursed after invoices have been paid by the municipality. The total project cost must be raised and appropriated. The total project cost is %651,064.31 the PARC Request is \$100,000.

Rich Simmarano asked why the contractor that built the Senior Center did not reconstruct the field in a better condition than it is today.

John Hadley stated that it was never part of the Senior Center project

Jim Pedone Due to its deteriorating condition, the town has been unable to use this field since 2018. The renovation of the Mixer field will allow us to remedy this situation and accommodate all the softball and soccer teams in town.

The field is a softball-sized diamond will large outfield area located off Prescott Street. The primary users are children's softball and baseball leagues, along with high school and adult softball.

The existing field does not meet today's size standards. The field is undersized for soccer, inadequately drained, and requires renovation to improve its playability following inclement weather. Problems with the field have become worse with the use of the field for equipment and material storage during construction of the Senior Center. With the addition of the new utility trench for the Center the conditions of the field are not safe for use.



Jim O'Day- Parks Facilities, condition of the field, construction of Mixer, the field was destroyed were under the understanding that we were in the process of getting money back from the contractor. They were suppose to fix it the way they found it.

John Hadley- they did fix it to the condition it was in.

Erin Hadley- the field is unplayable, I am in support of this article.

Patrick Inderwish- the Town has also applied for a Park grant for Park Facilities in the amount of \$100,000.

Mark Frieden questions whether this field could be used for soccer as well as baseball.

Jim Pedone- Yes.

Andrea Allen sated that she is and advocate of youth sports and is in favor of sports of 5 yr. old's up to 45 yr. old's. We need softball too. At this time, we only have 1.

#### **5B Vote**

It was voted by simple majority to transfer the sum of \$652,00 from the undesignated fund balance to fund the renovation of Mixer Field.

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### **ARTICLE 6 - AUTHORIZATION TO TRANSFER CARE AND CUSTODY OF MIXTER FIELD TO PARKS COMMISSION**

**Motion-** John Hadley

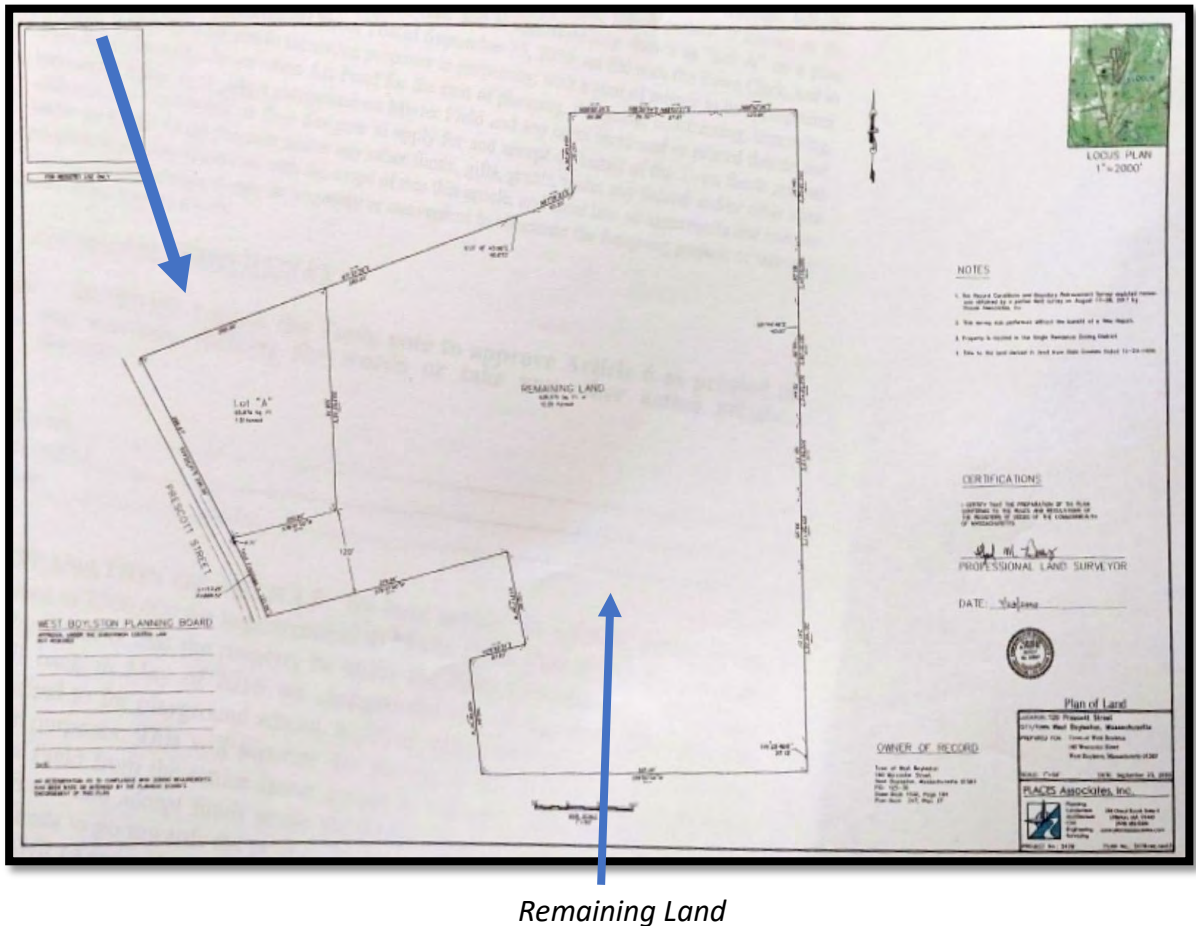
**Second-** Christopher Rucho

**Recommendation-** Parks Commission, Finance Committee, Planning Board, Selectboard

#### **Discussion-**

We have applied for a PARC Grant in the amount of \$100,000 for improvements to Mixer Field. One of the requirements of the Grant is that the property be under the Parks Commission. You may recall back in May of 2016 we changed the use of the land from general municipal to for playground school, highway, senior center and/or community center purposes. This will separate the portion of the land which is used as Mixer Field from the senior center parcel. It will also allow the town to use CPA funds and accept funds under the PARC Grant Program with any other grant funds to go towards the project. There is a handout in your packet which is the ANR (Approval Not Required) plan signed off on by the Planning Board.





Remaining Land

## Vote-

*It was Unanimously voted to transfer from the Selectboard for playground, school, highway, senior center and/or community center purposes to the Parks Commission for active recreation purposes under the provisions of G.L. c. 45, §3, the care, custody and control of a portion of the Town property located at 120 Prescott Street, identified by the Assessors as Parcel 125-30 and described in a deed recorded with the Worcester South District Registry of Deeds in Book 4102, Page 184, which portion is known as the Mixer Field, contains 1.51 acres, more or less, and is approximately shown as "Lot A" on a plan entitled "Plan of Land 120 Prescott Street", dated September 23, 2020, on file with the Town Clerk, and to dedicate said portion for active recreation purposes in perpetuity, with a sum of money to be appropriated from the Community Preservation Act Fund for the cost of planning, designing, constructing, improving, renovating and/or equipping a playground on Mixer Field and any costs incidental or related thereto, and authorize the Selectboard, or their designee, to apply for and accept on behalf of the Town funds granted under the PARC Grant Program and/or any other funds, gifts, grants, under any federal and/or other state program in any way connected*

*with the scope of this article, and enter into all agreements and execute any and all instruments as may be necessary or convenient to effectuate the foregoing project.*

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## **ARTICLE 7 -AUTHORIZATION TO APPROPRIATE FUNDS FROM THE COMMONWEALTH TRANSPORTATION INFRASTRUCTURE FUND**

**Motion-** Christopher Rucho

**Second-** Barar Rajeshkumar

**Recommendation-** Finance Committee

**Explanation**

This is part of a statewide distribution of fees (uber) paid into the state's Infrastructure Fund and it can be used only for transportation related projects such as signage, which is what the DPW Director intends to use it for. Last year we received \$942.90 and you may have seen the new streets signs which have the town's seal on them.

The Town is currently using these funds for the replacement of road signs with the Town logo on them.

**Vote-**

*It was unanimously voted to appropriate the sum of \$1,493.70, said amount being the funds received from the Commonwealth Transportation Infrastructure Fund, to be used for transportation-related projects by the Department of Public Works.*

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## **ARTICLE 8-AUTHORIZATION TO APPROPRIATE FUNDS FOR A RECREATION PROGRAM**

**Motion-**Patrick Crowley

**Second-** John Hadley

**Recommendation-** Parks Commission, Finance Committee, Open Space Commission

**Explanation-**

There is a growing interest amongst residents to bring back a recreation director position to develop a recreation program for the town. By approving the funding now, it will give the individual time to set up the department and develop reasonable goals and objectives for the initial year of the recreation program. The position would be 16 hours a week with a monthly stipend of \$1,000. These funds should allow us up to a two-year period to test out the program and generate revenue for the recreation revolving fund.

**Discussion-**

Erin Palumbo stated that she was in favor of this article. It will get the children off the screens and out in the fields and play.

Sandy Green wanted to know what programs were planned, and that she was a former Rec. Director.

Jim Pedone said that the new Rec. Director would create the programs and that he does not know at this time.

**Vote-**

*It was unanimously voted to transfer the sum of \$30,000 from Certified Free Cash to hire a recreation director and pay for expenses associated with establishing a recreation program.*

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## **ARTICLE 9 -AUTHORIZATION TO APPROPRIATE FUNDS TO THE OPEB TRUST FUND**

**Motion-** Michael Kittredge

**Second-** Patrick Crowley

**Recommendation-** Finance Committee

**Discussion-**

Jack McCormick asked what the OPEB fund was and was it was used for.

Patrick Crowley stated that it is used for retirement benefits and that it affects the bond ratings for the Town. We have a balance of \$167,571 in the account at this time. In May of 2019 we transferred \$100,000 into that line item and in October of 2019 we added another \$50,000. When we had our S&P call on our bond rating for the senior center, we did commit to regularly funding OPEB and it is also mentioned in our OPEB Policy.

**Vote-**

It was unanimously voted to transfer the sum of \$50,000 from Certified Free Cash to the Other Post Employment Benefit Trust Fund.

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## **ARTICLE 10 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

**Motion-** Barar Rajeshkumar

**Second-** Christopher Rucho

**Recommendation-** Bylaws Committee

**Discussion-**

With the new Wage and Classification Plan approved in July, we now have 12 Steps in each of the grades. Previously there were 5 Steps so we are correcting that number.

**Vote-**

*It was unanimously voted to amend Article XXI, Section CC - STEP INCREASES by amending the second sentence in the first paragraph to read, 'No step or longevity increases shall be given when an employee reaches Step Twelve on the employee's respective Pay Grade.'*

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## **ARTICLE 11- AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

**Motion-** John Hadley

**Second-** Patrick Crowley

**Recommendation-** Bylaws Committee

**Discussion-**

Brian Rinehart- How does this reflect to the Family Medical Leave Act?

Town Administrator Nancy Lucier stated that it does not, and it is an option that the employee has.

This amendment to Personnel Bylaw will reference the Selectboard's Policy on that voluntary program.

**Vote-**

It was unanimously voted to amend Article XXI, Section Q - SICK LEAVE by amending the second sentence in the first paragraph to read,

*"Full and part-time non-union town employees may participate in a voluntary Sick Leave Bank program. The purpose of the Sick Leave Bank is to provide additional sick days to a contributing employee who is undergoing a prolonged illness or disability or who must care for an immediate family member with an extended or catastrophic illness or injury. The Program is administered by the Sick Leave Bank Committee and the details of the program are covered by Selectboard Policy K-10."*

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## **ARTICLE 12 - AUTHORIZATION TO AMEND THE PERSONNEL BYLAWS**

**Motion-** Christopher Rucho

**Second-** Floor

**Recommendation-** Bylaws Committee

**Explanation-**

With the new Wage and Classification Plan approved in July, the proposed Compensation Plan did not give a 3% increase to employees going onto this step, they were at 2.87%. This will adjust Steps 8 through 12 of Grade E by increasing the amount of each of those steps by \$.03

**Vote-**

*It was unanimously voted to amend Article XXI, Section AA - CLASSIFICATION AND COMPENSATION PLAN 2) Compensation Plan by amending Grade E, Steps 8-12 of the plan as follows:*

Grade E	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
Current	\$19.91	\$20.41	\$20.92	\$21.44	\$21.98	\$22.53	\$23.09	\$23.67	\$24.26	\$24.87	\$25.49	\$26.13
Proposed	\$19.91	\$20.41	\$20.92	\$21.44	\$21.98	\$22.53	\$23.09	\$23.70	\$24.29	\$24.90	\$25.52	\$26.16

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## ARTICLE 13 - AUTHORIZATION TO ESTABLISH A TAX LEVY STABILIZATION FUND

**Motion-** Patrick Crowley

**Second-** John Hadley

**Recommendation-** Finance Committee, Selectboard

**Explanation-**

If approved, a special purpose Tax Levy Stabilization Fund will be the depository for recreational marijuana sales tax revenues, and those funds will be used for the purpose of reducing or offsetting the tax rate.

This is not an ordinary stabilization fund but a special purpose stabilization fund, so it can only be used for the purpose for which it is created and offset property taxes in perpetuity.

**Discussion-**

Andrew Freeland asked why not just take the money for the budget.

Patrick Crowley stated that the amount money is not guaranteed and is prudent to do it this way. The anticipated yearly revenue this year is \$500,000 and that would be about \$111 reduction on tax bills.



Jim Ryan questioned whether the Selectboard could access the Stabilization Fund without Town Mtg approval.

Town Council stated Yes, but that the Stabilization Fund needs to be used to reduce the tax rate.

Kim Hopewell inquired if any of the funds could have been used towards the Scholarship Committee.

Town Council stated that it was possible but, the Selectboard chose another plan of action for the funds.

**Vote-**

*It was unanimously voted to establish a special purpose stabilization fund to be known as the Tax Levy Stabilization Fund, the purpose of which is to appropriate funds to offset the yearly tax levy.*

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**ARTICLE 14 -AUTHORIZATION TO TRANSFER FUNDS TO THE CAPITAL  
INVESTMENT FUND**

**Motion-** Michael Kittredge

**Second-** Patrick Crowley

**Explanation**

At this time the balance in the Capital Investment Fund is sufficient for any immediate needs and we will include an article on the May 2021 warrant to transfer available funds into this fund.

**Vote-**

Passed Over

It was unanimously voted to Pass Over this article.

*To see if the Town will vote to transfer a sum of money to the Capital Investment Fund; or take any other action relative thereto.*

*Attest*

*Elaine S. Novia, Town Clerk*