

June 25, 2012

**BOARD OF SELECTMEN
MINUTES
JUNE 25, 2012**

Present: Thomas Creamer, Chairman
Priscilla Gimas
Mary Blanchard
Mary Dowling
Mary Redetzke
Shaun Suhoski, Town Administrator

The Chairman called the meeting to order at 6:30 p.m. following the Pledge of Allegiance.

Public Service Announcement

MOTION: To accept the plaque for the Habitat for Humanity dedication, and to place it in the hallway at Town Hall, by T. Creamer.

2nd: M. Blanchard

Vote: All in favor.

Gift of Honor Roll

Bob Briere appeared before the Board to present the gift of the Honor Roll to the Town. Also present were Kathy Neal, Attorney George Hammond, Bob Christianson and others. S. Suhoski said that the Board may accept this gift by a simple majority vote which would (in a formal sense) vest title in the monument with the Town. This means the Town, as owner, would assume responsibility for maintenance. The Honor Roll Committee wished to also have the Board's approval to add additional bricks or pavers over the next five years on a schedule to be mutually determined with the Town.

M. Redetzke asked whether debt was still owed and why the Town should take ownership now. Bob Briere said that \$2,500 is owed and will be reimbursed by the sale of bricks, without seeking Town funds.

MOTION: That, on behalf of the Town of Sturbridge, the Board of Selectmen hereby accepts the gift of the Veterans Honor Roll monument located on the front lawn with its deepest appreciation and gratitude for the efforts of the Honor Roll Committee, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

The Honor Roll Committee also wished to provide the ability to complete fundraising and add additional engraved bricks for a period of five years, and then to convey any remaining donations after all expenses are paid towards a Town revolving fund to maintain the Honor Roll and to add additional plaques in the future.

MOTION: That the Board of Selectmen hereby authorizes the Honor Roll Committee to place additional engraved bricks and pavers for a period of five years from this date and to accept any monies raised by said Committee in excess of the Committee's costs as a gift to an account for the upkeep/maintenance of the Honor Roll and for future plaques to be determined by the Finance Director and Board of Selectmen, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

The Committee had also expressed to S. Suhoski that they wish that the Board would formally indicate its intent that the monument remain outdoors "in perpetuity." Whereas one Board of Selectmen cannot bind a successor except under limited circumstances allowed by statute or through a town meeting, S. Suhoski suggested that a separate statement of intent from the Board could be voted and incorporated into the minutes to reflect whatever wishes the Board may have for future generations. Though the following would have no legal effect, it could be used by future generations to determine the Board's intent.

MOTION: That the Board of Selectmen express its wishes that it be known that its intent to restore and reclaim the Veterans Honor Roll on the front lawn of Town Hall was intended to display the monument in an outdoor and accessible setting in perpetuity, by P. Gimas.

2nd: M. Dowling

Vote: Four in favor; M. Blanchard opposed.

Bob Christianson and Attorney George Hammond presented a framed certificate from the Veterans Honor Roll Committee and signed by Representative Todd Smola for display.

MOTION: That the Board of Selectmen accept the gift from the Veterans Honor Roll Committee for display, by T. Creamer.

2nd: P. Gimas

Vote: All in favor.

Department Head Reports

Scheduled were DPW Director, Water Project Manager and Recreation Director.

FY13 Annual Bid Awards: Greg Morse, DPW Director, submitted an extensive packet of materials that included action items and completion of various requests for information. S. Suhoski recommended that the Board complete the following bid awards:

- FY13 Piping and Road Materials Bid
- FY13 Concrete Sidewalk Bid

- FY13 Paving and Road Materials Bid
- FY13 Equipment Rental Bid

MOTION: That the Board of Selectmen approve and award the bid for FY13 Piping and Road Materials as recommended in the memorandum from the DPW Director dated June 22, 2012, and to authorize the DPW Director to utilize the second lowest bidder if the lowest bidder is not responsive with respect to mobilization to particular job sites, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

MOTION: That the Board of Selectmen approve and award the bid for FY13 Concrete Sidewalk as recommended in the memorandum from the DPW Director dated June 22, 2012, and to authorize the DPW Director to utilize the second lowest bidder if the lowest bidder is not responsive with respect to mobilization to particular job sites, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

MOTION: That the Board of Selectmen approve and award the bid for FY13 Paving and Road Materials as recommended in the memorandum from the DPW Director dated June 22, 2012, and to authorize the DPW Director to utilize the second lowest bidder if the lowest bidder is not responsive with respect to mobilization to particular job sites, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

MOTION: That the Board of Selectmen approve and award the bid for FY13 Equipment Rental as recommended in the memorandum from the DPW Director dated June 22, 2012, and to authorize the DPW Director to utilize the second lowest bidder if the lowest bidder is not responsive with respect to mobilization to particular job sites, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

S. Suhoski noted that the Town is required to offer the award to the lowest “responsive and responsible” bidder. Thus, in lieu of joint awards, the condition noted in the motions above will allow the Town to move to the next lowest bidder in the event the low bidder is not responsive, without further action from the Board.

Chapter 90 Resurfacing Plan: The DPW Director proposed an ambitious paving program as noted on the “Resurfacing Schedule” spreadsheet. He requested the

Board's assent to submit the program for approval under the Ch. 90 program. The work this season would include paving nearly five miles of roadway on River Road, Leadmine South, Breakneck Road, Morse Street, New Boston Road, Streeter Road and Fiske Hill Road with an estimated cost of nearly \$605,000.

MOTION: That the Board of Selectmen endorse a Chapter 90 resurfacing schedule for 2012 to include portions of River Road, Leadmine South, Breakneck Road, Morse Street, New Boston Road, Streeter Road and Fiske Hill Road, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Additional projects include the potential for complete reconstruction of Walker Road (estimated at \$725,000) and reconstruction / replacement of the Champeaux Road bridge (design not complete, project estimated at >\$1,000,000).

Walker Road Reconstruction: The Board was provided with reduced copies of the "Roadway Improvement Plan" for Walker Road as completed by CME Engineers.

With the plans now finally submitted, the DPW Director and S. Suhoski have scheduled to meet with the residents of Walker Road on Tuesday, July 3rd at 6:00 p.m. in Town Hall to present the plans for a 21-foot paved roadway along with drainage, alignment and grading improvements. A letter has been sent to all property owners within the project scope to invite them to this discussion.

Other Reports: The DPW Director also submitted his department reports for March, April and May. These provided a listing of the many and varied projects accomplished by the Dept. of Public Works during this period.

The Board had also requested a tally of costs for the drainage improvements along Farquhar Road and Blueberry Lane, and for DPW costs assisting with the Trolley Line trail project. They were included in this submittal.

The only outstanding request of which S. Suhoski was aware is to receive a report on the final costs of the WWTP upgrade project, and, also to compare the operational costs of the WWTP pre- and post-upgrade once the project is complete and an apples-to-apples comparison is feasible.

Shane Moody, Water Project Manager, reviewed his report with the Board.

T. Creamer requested a copy of the DEP report regarding operations of the Wastewater Treatment Facility, and asked whether there was a report dating back to 2005 as a benchmark year, that might enable the Board to compare the overall water quality. S. Moody said that Veolia has an extensive database, and offered to put information into a spreadsheet for the Board. He noted that his monthly report contains information on how the WWTF is running.

S. Moody said that the upgrade at the Water Plant is nearly completed, and they have asked for a six-month extension. He noted that DEP has decided that a coagulant be added, and they are working on it.

Lynne Girouard, Recreation Director, reviewed her report with the Board. She said that 65 children ages 7-15 have signed up for the Summer Rec Program, and signups at the Rec have been extended for the next few days without charging a late fee.

L. Girouard informed the Board that the Counselor In Training program for ages 14 and 15 has started, and is new this year. Participants will be trained to mentor in the following subjects: tennis, lifeguard, play leader and arts and crafts. They will receive instructions on how to complete a job application and how to interview for a job.

L. Girouard said that there are 11 staff members at the Rec, including four Red Cross certified lifeguards.

L. Girouard said that the Summer Concerts on the Common series has started. Other programs include the Mass. Walking Tour and Stir Crazy.

The Winebuyer's Outlet – Change of Manager Request

The Mass. Alcoholic Beverages Control Commission returned the most recent change of manager application by the Winebuyer's Outlet to the Town stamped "no action" due to the apparent withdrawal of the application by the applicant. Atty. Ed Neal had submitted a new Change in Manager application and Form 43 for the Board's consideration, and introduced Melissa H. Caldwell, of Walker Pond Road, as the new manager of record. There was no abutter or newspaper notification required.

The proposed manager listed her past 16-years of experience as a self-employed day care provider.

MOTION: That the Board of Selectmen approve the change of manager application dated May 30, 2012 by The Winebuyer's Outlet LLC naming Melissa H. Caldwell, of 112 Walker Pond Road, Sturbridge, as manager, by M. Blanchard.

2nd: P. Gimás

Vote: All in favor.

Alleged Dock Permit Violation – 78 South Shore Drive

S. Suhoski had received a complaint concerning the placement of a dock in the area of South Pond by 78 South Shore Drive without a valid permit. In response, he conducted a site visit and took a photo which verifies that a dock was returned to the pond in front of the 78 South Shore Drive property owned by Gary and Margaret Allard.

The last valid dock permit was issued by the Board on August 1, 2011 and carried the following conditions:

1. That the dock extend no further than 25-feet into the water
2. That the dock be placed no closer than 20-feet from either side property line
3. That the dock be placed at an angle of approximately 90 degrees from the shoreline subject to visual review and approval of the Town Administrator as Harbor Master's agent, and
4. That the applicant be required to obtain a new dock permit should there be any future variance from the above conditions (emphasis added).

Based upon S. Suhoski's field observations, and review of the file, he said that it appears that this dock was placed without a permit and in violation of conditions #2 and #4 of the Board's conditions, namely:

- The dock appears to be located closer than 20-feet from the easterly property line, and
- The dock was placed in a location that varies from the conditions of the August 1, 2011 permit.

S. Suhoski noted that in addition, the current placement of the dock is partially in front of property owned by Thomas and Jacqueline Giguere near the mouth of a perennial stream.

Mr. Giguere had previously submitted a letter to the Board indicating his assent to the location of the dock. Residents John and Linda Seguin have expressed to S. Suhoski that this placement interferes with private property rights they allege over a portion of the Giguere property. The property rights issue is a private matter.

The question of the proximity to the mouth of the perennial stream will be referred to the Mass. Dept. of Environmental Protection for their opinion.

In any event, the current placement of the dock clearly violates the Board's August 1, 2011 vote. S. Suhoski advised the Allards that this matter will be taken up by the Board.



Absent any new information, S. Suhoski recommended that the Board find that the dock has no valid permit and that the owners be ordered to remove the dock within seven days of the finding, or relocate the dock to comply with the August 1, 2011 vote and that failure to comply with such order may result in the Town taking further enforcement action at the expense of the violators.

T. Creamer read S. Suhoski's letter to Mr. and Mrs. Allard dated June 21, 2012 into the record. He also read a section of the minutes from June 20, 2011 into the record.

Gary Allard submitted photos and stated that the dock is in the same location. He discussed the fluctuations in the level of the pond.

Linda Seguin said that the dock has changed, and said that the "pie theory" of the lakefront does not apply.

S. Suhoski noted that the applicants had withdrawn a special circumstance application last September without prejudice. If MassDEP and the neighboring property owners have no objection, the Board might consider allowing the Allards to submit a special circumstance application to modify the placement of the dock.

MOTION: That the Board of Selectmen conduct a site visit to 78 South Shore Drive on July 2, 2012 at 5:30 p.m. for purposes of determining whether the August 1, 2011 permit has been violated, by M. Dowling.

2nd: P. Gimás

Vote: All in favor.

Emergency Borrowing Authority

The Finance Director's June 11, 2011 memorandum which had been previously copied to the Board outlined the specifics of completing the deficit spending borrow authorization for the October 2011 Nor'easter. The Town's unaudited out-of-pocket expenses total \$1,758,710.04. With the free cash allocation of \$510,000 on-hand, the Finance Director seeks the borrow authorization for \$1,249,000. The specific form of vote was included in the submitted materials.

S. Suhoski noted that he and Elissa Splaine of DPW, Melissa Rozzen of the Police Dept., Greg Morse, Barbara Barry worked closely with our FEMA representative to submit a project worksheet seeking \$1.16 million in FEMA reimbursements earlier this month. This PW, combined with other PWs that are still pending, is anticipated to result in receiving the full 75 percent FEMA reimbursement of eligible costs and will bring this entire debris effort very close to the original estimated budget presented in November 2011.

**MOTION: That the Board approve the following:
That in accordance with General Laws Chapter 44, Section 8(9) there is authorized and approved the borrowing of \$1,249,000 to pay emergency appropriations associated with the Town's response to the October 29, 2011 Snow Storm, which are described in Exhibit A.
Further voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer are authorized to take any and all such actions and execute and deliver such certificates, receipts or other documents as may be determined by them or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote, by M. Blanchard.
2nd: P. Gimas
Vote: All in favor.**

Government Service Study Committee

T. Creamer requested that the Board decide on the composition of the Government Service Study Committee, as outlined in his white paper.

**MOTION: That the Government Service Study Committee be composed of two members of the Board of Selectmen, one member of the Finance Committee and two residents at large, by P. Gimas.
2nd: M. Redetzke
Vote: Three in favor; M. Dowling and M. Blanchard opposed.**

**MOTION: To appoint P. Gimas and M. Redetzke to serve on the Government Service Study Committee, by T. Creamer.
2nd: P. Gimas
Vote: Three in favor; M. Dowling and M. Blanchard abstained.**

MOTION: To appoint P. Gimas as Chairman of the Government Service Study Committee, by T. Creamer.

2nd: M. Redetzke

Vote: Three in favor; M. Dowling and M. Blanchard abstained.

Town Hall Service Hours

S. Suhoski said that he has raised this issue on a couple of occasions with Town Hall staff.

It was the consensus of the Board that Town Hall service hours start at 8:00 a.m., and that offices remain open until 7:00 p.m. one night a week, with a half day on Friday (to share with staff); and to initiate lunch time coverage of offices now.

Board and Committee Appointments / Reappointments

S. Suhoski informed the Board that there remain many vacancies on various boards and committees. Letters were sent in April, an initial ad was run in May, and a more recent newspaper and Web posting with a deadline of June 22nd have now all expired. The following actions represent the balance of reappointments and appointments that S. Suhoski can make based upon responses to date.

<u>Name</u>	<u>Position</u>	<u>Term Exp.</u>
Kopelman & Paige, PC	Town Counsel	2013 (re-appt)
Brian McSweeney	Planning Board	2017 (re-appt)

MOTION: That the Board of Selectmen ratify the following reappointments by the Town Administrator:

<u>Name</u>	<u>Position</u>	<u>Term Exp.</u>
Kopelman & Paige, PC	Town Counsel	2013
Brian McSweeney	Planning Board	2017

by M. Blanchard.

2nd: P. Gimas

Vote: Four in favor; M. Redetzke opposed.

S. Suhoski said that the deadline for submittals of interest for the Planning Board vacancy created by the resignation of Ginger Peabody has passed with one returning candidate still expressing interest. Heather Hart has been a member of the Master Plan Implementation Committee, the Charter Review Committee and, previously, the Master Plan committee. She is a dedicated and professional volunteer and will bring a strong background to her new post. She would fill the remainder of Ginger's term which expires in 2014.

MOTION: That the Board of Selectmen ratify the appointment of Heather Hart to the Planning Board to fill the unexpired term of Ginger Peabody to June 30, 2014, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Tornado Relief Fund Expenditure

Following the Board's June 11th discussion regarding the tornado relief fund, S. Suhoski queried the Finance Director as to the status of the account.

Further to the Board's June 6, 2011 vote that the purpose of the funds were "***to be used for public and private tree debris removal costs incurred by the Town of Sturbridge***" the Finance Director initiated a year-end journal entry to apply the \$23,135.64 total toward tree debris removal costs paid to Mayer Tree Service (the vendor that reduced and disposed of the debris piles). These debris piles resulted specifically from the curbside collection of public and private tree debris in accordance with a well-publicized schedule.

S. Suhoski expressed sincere regret that he was not aware of the transfer at the time of the June 11th meeting, as it would have saved time and confusion in addressing this issue.

As soon as the final FEMA documentation and reimbursements are known, a full and final accounting of all expenses and reimbursements will be publicly made available.

MOTION: To dissolve the committee, as its purpose has been met, by M. Dowling.

2nd: M. Blanchard

Vote: Three in favor; P. Gimas opposed; M. Redetzke abstained.

Municipal Buildings Study

S. Suhoski said that with the approval of the capital budget by Annual Town Meeting on Monday the municipal building study can move forward. The report will be completed by Lamoureux-Pagano Associates, Architects, the firm that is serving as Owner's Project Manager for the Burgess School Building Project.

LPA brings both architectural and project management (trade experience) to this effort. The study will be key to informing the Board, Capital Planning Committee and residents of upcoming capital or concerns with respect to the following structures:

- Joshua Hyde Library
- Public Safety Complex
- DPW Garage and Office
- Senior Center

- 8 Brookfield Road (old fire station)
- Sturbridge Co-op Nursery School

The study will summarize a number of factors including major repair needs, maintenance needs, potential energy efficiencies, ADA compliance and potential safety issues.

In addition to direct observation and review of the structures, LPA will utilize existing information from the Master Plan, ADA transition plan, recent energy audits through National Grid and the Green Communities Program and other reports to help develop its recommendations.

In addition, the team will review and make recommendations to address a persistent leak in the area surrounding the skylights, or flat roof drains, of the Library early in the process.

S. Suhoski and the Building Inspector met with LPA for coordination and accompanied the team on a site visit to the Library roof. The team will develop thoughts on a process to narrow and definitively locate the leak

A copy of the proposed agreement and scope of work was submitted to the Board.

BlackBoard Connect

S Suhoski said that he has been receiving feedback on the use of the BlackBoard Connect notification system. He noted that there are some issues with respect to reconciling the pre-loaded database versus modifications made when citizens create accounts.

Other concerns S. Suhoski heard from the COA Director and Library Director are that their more elderly clientele may not utilize individual emails. Both Melissa and Becky have agreed to participate in the troubleshooting with Chief Ford and S. Suhoski – through BlackBoard Connect – and to brainstorm ideas to make it easier for seniors to enroll.

On a positive note, S. Suhoski received at least a half-dozen expressions of thanks, or that the system is working and appreciated.

In reviewing the delivery status of the four messages sent since the initial May 29th weather advisory, the total number of contacts has grown from 4,030 to 4,095 with the system recording a 58-80 percent success rate. The Town has reached up to 3,279 individual phone, email or text contacts with its messages.

Over the next month, a written protocol, additional public safety supervisor training on the system and improvements to database and enrollment processing will be advanced.

The continued support and input from the Board of Selectmen will be very helpful towards improving the enrollment numbers and processes.

Conservation Agent

S. Suhoski and the Conservation Commission chairman reviewed over 40 applications, interviewed six preliminary candidates, selected two finalists and interviewed one finalist to date (the other withdrew after his community funded the position for FY13). The ConCom chairman and S. Suhoski concurred that their next rated preliminary candidate be given a second interview, and that process is pending.

They anticipate completing this phase in the coming week and S. Suhoski anticipates presenting the credentials of his recommended appointee to the Board one full meeting in advance of the actual requested appointment. The target date for bringing the candidate before the Board for a vote is July 9th.

Miscellaneous Items

Following are updates on other ongoing matters:

- **Town Hall / Center Office Building Project:** S. Suhoski sought quotes for installation of the screening for the HVAC units at Town Hall and he is seeking quotes for installation of outdoor water spigots at Town Hall (and, alternatively at COB). The HVAC system at COB required a new control board to eliminate the need to re-set the chiller at the cost of \$895. S. Suhoski plans to seek a meeting with the general contractor in the near future to resolve the claims, or the Town will pursue other methods to recoup costs. Also, the Design Review Committee approved the schematic for a sign for the Center Office Building which will next go before the Historic Commission.
- **Solar Power Project Status:** Due to travel and vacation schedules, the EAC did not meet last week. However, S. Suhoski met with the project developer to discuss the initial Town Counsel review for the power purchase agreement language. The EAC will need to meet to establish a new target date for presenting the roster of sites reviewed and recommended course-of-action with a likely request to be on the July 9th or July 16th Board of Selectmen agenda. The developer would also be part of this update.
- **Mountain Brook Private Road Association:** No further contact as of yet.
- **Riverlands Environmental:** An update will be presented to the Board. S. Suhoski has not received the report; however, he was told that it was complete.
- **Insurance Advisory Committee:** The Board included insurance review as a specific goal. Given the pendency of Town Meeting, S. Suhoski will seek to schedule additional meetings once completed.

- **Walker Road Improvements:** Update provided on page 4.
- **Walker Pond Drainage:** Dave Prickett of Tighe & Bond presented phasing options at the May 21st meeting. Further assessment and specific next steps are to be developed.
- **Route 15 Wastewater/Water:** The report was emailed to the Board. Tighe & Bond can undertake additional work seeking USDA or other grants at a separate cost. S. Suhoski worked with the Town Planner to successfully have this project included in the regional Comprehensive Economic Development Strategy document prepared by the regional planning commission. It is helpful to have projects shown as a regional priority when seeking grant funds and S. Suhoski appreciated Jean Bubon's assistance on this item.
- **SCTV Equipment Upgrade IFB:** Finalized and issued procurement documents for upgrades to equipment for the local cable access station. Invitation for Bids issued with deadline of July 5th. Funding is through Charter cable license agreement.
- **Grant Development:** S. Suhoski spoke with assistant secretary at Executive Office of Energy and Environmental Affairs for guidance on development of grant application to fund tornado-related stump removal in public ways and potential brush management equipment for DPW and trails. He met with the DPW Director and Tree Warden today to further flesh out estimated costs. He said that there is a strong possibility that the Town can receive funds if the request can be properly connected to the damage from the June 2011 tornado and the reclamation of public property.

Other Meetings / Miscellaneous: S. Suhoski conducted negotiation session with Firefighters; completed water/sewer abatement reviews and determinations with DPW Director and Finance Director; completed additional preparation for and attended Annual Town Meeting; participated in Mass. Gaming Commission forum through Web interface; met with BOH Agent with re: Shepard Road property; met with owner and operator of new movie theater to understand and assist in permit coordination; attended Design Review Committee meeting; met with property owner of 310 Main Street; attended Land Use Division meeting; briefly attended Economic Development Advisory Committee meeting; met with DPW Director and Town Engineer (CME) regarding invoicing and project status; worked on refining a proposed electronic use policy (email, internet, etc.); met with Fire Chief re: personnel, negotiations and proposed forest fire vehicle; met with Lt. Saloio and Chief Ford re: various; met with Building Inspector and Library Director

Old Business

M. Blanchard asked whether the Town was contracted for electricity through Hampshire Council of Governments. S. Suhoski stated that the Town was still operating "month to

month” at a positive cash flow, but that the National Grid default rate had dropped due to the reduction in natural gas pricing and that this should be revisited.

M. Dowling advised that she was developing a plan with school administrators for a proposed Certificate of Appreciation program for youth. T. Creamer stated that he would place this on the agenda at an upcoming meeting for more discussion.

M. Dowling questioned how to pose questions to Town Counsel regarding an employment document and get advice that remains confidential. S. Suhoski will discuss it further with Town Counsel.

M. Dowling requested agenda time to discuss the Board’s policy with respect to the Town Administrator’s starting hour, specifically a Board vote requiring him to report to work no later than 8:00 a.m. versus the terms and conditions within the Town Administrator’s employment contract.

M. Dowling reminded the Board about its prior policy vote to not take up new agenda items after 10:00 p.m. and to adjourn by 10:30 p.m.

M. Redetzke reminded the Town Administrator about the goal of engaging the Insurance Advisory Committee in health insurance discussions.

New Business

M. Blanchard said that she had received an inquiry from a resident wondering if the Sturbridge Police Department should be patrolling on Interstate 84. Other Board members expressed support for the department occasionally patrolling I-84. S. Suhoski will ask the Police Chief for the department’s policy with respect to the Interstate.

M. Redetzke expressed concern over the foresters working on the Stallion Hill conservation land, leaving rubbish (trash, oil cans) in the work area. S. Suhoski will speak with the logger.

T. Creamer asked whether the Town’s collective bargaining agreements were posted on the Town’s website. S. Suhoski said that he did post ratified agreements online in Ayer as the documents are in the public domain.

MOTION: That the Board adopt a policy that all collective bargaining agreements be posted online, and notice provided via the Town’s Web notification emails, within five (5) days of ratification, by T. Creamer.

2nd: M. Redetzke

Vote: All in favor.

MOTION: To adjourn, by M. Blanchard.

2nd: P. Gimás

June 25, 2012

Vote: All in favor.

The meeting was adjourned at 12:20 a.m.

Respectfully submitted,

Judy Knowles

BOS Clerk

Date