

September 17, 2012

**BOARD OF SELECTMEN
MINUTES
SEPTEMBER 17, 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 Announcements

Sue Brogan thanked the Town for hosting the Pan Mass Challenge, and thanked Chief Ford, Greg Morse, Dave Travinski and John Marinelli for their standard of excellence.

Ratification of Appointment: Glenn D. Colburn, Conservation Agent

After an extended recruitment period, S. Suhoski was very pleased to appoint Glenn D. Colburn, of Monson, to the position of Conservation Agent for the Town of Sturbridge. Mr. Colburn's resume and cover letter were submitted to the Board.

S. Suhoski said that he and the Conservation Commission Chairman reviewed over 40 applications and convened a series of preliminary and finalist interviews to reach this point. In his interviews Mr. Colburn displayed a maturity and demeanor that is befitting of a public service position, as well as a depth of knowledge and experience in the primary functions of the Conservation Agent position including wetlands delineation, writing orders of conditions, and reviewing notices of intent and requests for determinations.

Mr. Colburn has over 24 years of service and experience through the town of Monson Conservation Commission – including 12 years as chairman – where he served as his commission's primary contact with MassDEP.

After a lengthy career in the printing industry, Mr. Colburn seeks to fully engage his passion for conservation and the outdoors. He has already begun this transition through his part-time position as the conservation agent in the town of Palmer since early 2012 and S. Suhoski is confident that he will well serve the citizens of Sturbridge.

S. Suhoski proposed to hire Mr. Colburn at a starting salary of \$44,061 annually (Grade 10, Step 1) with the requisite six-month probationary period.

T. Creamer addressed Mr. Colburn, indicating he had several questions and/or items he wanted on the record prior to this appointment.

He asked Mr. Colburn if he understood that his appointment, subject to ratification by the Board of Selectmen, was as a Town employee who reported directly to the Town Administrator and not one wherein he reported to the Conservation Commission, further stating that his role with respect to the Conservation Commission was to provide guidance and recommendations with respect to issues pertaining to the Wetlands Protection Act. Mr. Colburn responded by saying that he understood that he reported to the Town Administrator and not to the Conservation Commission, and he agreed with T. Creamer's analysis of his role.

T. Creamer then added that at some time in the future there is a possibility that the Conservation Agent could be realigned to report directly to the Town Planner or some other Table of Organization reporting schedule, should the Board at any time determine the need or value in restructuring and/or consolidating departments. He asked Mr. Colburn if that presented any reservations or reluctance on his part to accept the position. Mr. Colburn said that he did not have any concerns or issues with such.

T. Creamer then pointed out that there is an ongoing issue on a private road in town that involves an employee of the Town of Monson with whom Mr. Colburn may have a relationship, or may know, and he suggested that the best course of action, were any issues to come up specific to that particular item, might be for Mr. Colburn to defer any action on his part to the Town Administrator for guidance and/or response.

MOTION: That the Board of Selectmen ratify the Town Administrator's appointment of Glenn D. Colburn to the position of Conservation Agent, effective September 24, 2012, at a salary of \$44,061 per year and subject to a six-month probationary period, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

WWTP Project Update and CWMP Update

Ian Catlow and Greg Morse appeared before the Board with an update on the Wastewater Treatment Plant project and the associated updated required to the Comprehensive Wastewater Management Plan. S. Suhoski noted that the CWMP update will also provide data needed to facilitate the new discharge permit request for the WWTP, and may facilitate a refinance of WWTP debt to a zero percent loan package.

Ian Catlow reviewed the Draft Comprehensive Wastewater Management Plan/Draft Environmental Impact Report, including the project background, goals, MEPA and WWTF rating process, project schedule, WWTF performance, recommended plan, O'Leary Bill funding requirements, growth management approach, potential bylaw modification and next steps.

MOTION: To authorize the Town Administrator and DPW Director to work with Tighe & Bond on the CWMP and O'Leary Bill, by T. Creamer.

2nd: P. Gimas

Vote: All in favor.

Upham Farms, Charlton: preliminary discussion regarding water system extension

Chris McClure of McClure Engineering outlined a conceptual plan that would extend a 12-inch water main from Sturbridge to service this isolated neighborhood in Charlton that abuts the town line. The Upham Farms complex has a recognized Public Water Supply (wells) with the MassDEP, however, the water quality is poor. C. McClure outlined an approach that may serve a mutual benefit to the residents and the Town of Sturbridge.

MOTION: To authorize the Town Administrator and DPW Director to enter into discussion for the extension of the water line to Upham Farms subject to further reviews and acceptance by the Board of Selectmen, by T Creamer.

2nd: M. Blanchard

Vote: All in favor.

Commercial Tourist District Working Group and RFP

The Town Planner, Planning Board and S. Suhoski have been working to finalize the Request For Proposals to develop the Commercial Tourist District Improvement Plan. S. Suhoski intends to publicize the RFP within the next 10 days and establish a November 8 deadline for responses. He asked the Board to review and advise of any concerns.

S. Suhoski submitted to the Board a document approved on August 14th by the Planning Board to establish a Commercial Tourist District Plan Implementation Working Group. The Planning Board has composed this committee to include two members of the Planning Board and three citizens-at-large to be appointed by the Town Administrator with ratification from the Board of Selectmen.

MOTION: That the Board of Selectmen vote to support the Commercial Tourist District Plan Implementation Working Group as approved by the Planning Board on August 14, 2012, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Ratify Compliance Certificate: 7 Crescent Way, Unit 106

September 17, 2012

S. Suhoski submitted to the Board a memorandum from the Planning Dept. relative to the need for a Board of Selectmen vote to ratify his execution of a Compliance Certificate for the sale of 7 Crescent Way, Unit 106. This was a unit on the affordable housing inventory that was not sold to an eligible purchaser within the 120 day period, and therefore became a market rate sale.

S. Suhoski said that the Town will receive \$6,550 which, in turn, the Town's Housing Partnership Committee could utilize to promote affordable housing projects in the community. This is the same form and process used the last time this occurred (although the Town received over \$14,800 at that time).

This influx of funds also points up the need for three citizens to serve on the Housing Partnership Committee. The committee will have access to funds and other tools (eg. CPA funds as used for the Habitat project) to actually accomplish goals.

MOTION: That the Board of Selectmen ratify the Town Administrator's execution of the Compliance Certificate dated August 21, 2012 for 7 Crescent Way, Unit 106, Sturbridge, MA, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Senior Municipal Service Program Appointment

Madeline Robidoux, of Jamieson Rd., has been qualified for the SMSPP and Melissa Beauchemin has requested her assistance at the Senior Center.

MOTION: That the Board of Selectmen approve the above-named applicant for the Senior Municipal Service Program and to be assigned to the Council on Aging Director, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Other Matters

Following are brief updates on other pending matters.

- **Insurance Advisory Committee:** The IAC will meet on September 19. Sandra Fiumfreddo of MIIA will be present to provide information relative to the health plan and options. The IAC will discuss potential plan changes and associated cost benefits for both the Town and employees.
- **Municipal Buildings:** The Center Office Building's new sign has been completed and installed... and it looks great! S. Suhoski is also having simple black numbers



“308” installed on the front of Town Hall to comply with our E-911 responsibility. The HVAC contractor returned for the third time to ensure proper sealing around an intake unit that is the suspected culprit of a persistent leak into the Library. Next items are: (1) screening/protecting the HVAC units outside Town Hall and, (2) pursuing final warranty claims for the Town Hall / Center Office Building project (plaster / paint repair on first floor).

- **Walker Pond Drainage:** Tighe & Bond is contracted to complete baseline survey in the Wells Park / Falls Road area. The baseline design will ensure correct elevations as phases of the system are developed. As the project develops, S. Suhoski will seek potential grant funds for portions of the work including a long-shot effort at a FEMA “Hazard Mitigation Grant.”
- **Route 15 Water:** The Economic Development Advisory Committee has been provided an abutters list and will outreach to all potential property owners that would benefit from the improvements to identify their needs and wishes.
- **Other Meetings / Miscellaneous:** It was a busy week. In addition to the Board’s meeting, S. Suhoski also: met with Jim Donahue of OSV regarding development plans; conducted final site inspection of reconstructed dog kennel with ACO, Lt. Saloio and contractor (building inspector reviewed separately); met with Assessor and Finance Director regarding tax rate, recap sheet, etc.; confirmed compliance with BOS order to remove a dock; participated in “Central 13” planning exercise at The Publick House; met with conservation staff and reviewed all trails accounts; met with building inspector and staff regarding workload, signage and ongoing projects; participated in training for new unified permitting system; attended Burgess School Building Cmte. meeting; interviewed candidates for Planning Board seat; met with several walk-in citizens re: various issues; conducted extensive signage bylaw compliance sweep (report to be generated to BOS); and participated in conference call with Planner, DPW Director, Assessor, MassDOT, BlueWave re: solar project development; met with Town Planner re: various matters.

Planning Board

S. Suhoski had received two applications for the vacancy on the Planning Board to serve the unexpired term of Brian McSweeney which runs until 2017. He was able to meet personally with both applicants and came away impressed and gratified that there is such a high caliber of talent in this community. Based upon her interest and our discussion earlier this week, S. Suhoski was very pleased to seek the Board’s approval of his appointment of Susan Waters to the Planning Board. Ms. Waters is a member of the Tantasqua Regional School Committee and we know of her work during the volunteer efforts following the tornado. More recently, Susan is working with the Local Emergency Planning Committee, and through that interaction S. Suhoski has been able to personally witness her keen intellect, commitment and ability to come to reasoned and rational conclusions. These are the traits that will serve the Town well with her appointment to the Planning Board.

MOTION: That the Board of Selectmen ratify the Town Administrator's appointment of Susan Waters to fill the unexpired term of Brian McSweeney on the Planning Board through June 30, 2017, by M. Blanchard.

2nd: T. Creamer

Vote: All in favor.

Cable Advisory Committee

Previously, S. Suhoski had requested the appointment of Jeff Bonja to the Cable Advisory Committee. Following a re-posting of all committee vacancies, Mr. Bonja remained the sole candidate for appointment to this committee. He has a technical background that would benefit the committee and Town.

MOTION: That the Board of Selectmen appoint Jeffrey Bonja to the Cable Advisory Committee for an indefinite term, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Personnel Committee Appointment

MOTION: That the Board of Selectmen appoint Jeffrey Bonja to the Personnel Committee for a term to expire on June 30, 2015, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Resignations

MOTION: That the Board accept the resignation of Calvin Montigny from the Tree Warden Advisory Committee, with regret, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

MOTION: That the Board accept the resignation of Joseph Kowalski from the Tree Warden Advisory Committee, with regret, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

MOTION: That the Board accept the resignation of Police Officer John Paciorek, Jr. with regret, and thank him for his years of service, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Correspondence

M. Blanchard read the correspondence list into the record.

Old Business

M. Redetzke provided a report on the QQLA's meetings with the Brookfield Board of Selectmen and others. The Board was in general agreement.

M. Redetzke asked when the Harbormaster regulations would be reviewed? T. Creamer said he would hope to schedule in mid-October.

M. Dowling thanked M. Redetzke for scheduling Meet the Selectmen and suggested adding some evenings or Saturdays.

M. Blanchard asked about the status of the low wires on Shepard Road. S. Suhoski said that the new utility poles had been set and that National Grid would need to relocate first. He will follow-up with NGRID, Verizon and Charter.

M. Blanchard asked about the Mountain Brook Private Road Association. S. Suhoski said that after a couple of months of silence he had recently received an email from the MBPRI seeking to re-engage in the discussion. He will follow-up with the group.

P. Gimas spoke to participating in a walk of the Commercial Tourist District's riverfront and park areas. She described a need for better maintenance of the parks, and encouraged local service organizations to adopt a park as the Rotary Club has done. T. Creamer said that Shrewsbury Street in Worcester is a good example.

New Business

M. Blanchard inquired about Randy Redetzke's request to proceed with shed construction on the Riverlands. S. Suhoski said the location is not in the area of environmental concern.

MOTION: That the Board of Selectmen authorize the Trails Committee to proceed with the construction of the shed that had been previously approved, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

M. Dowling advised that the Worcester County Selectmen's Association will meet at 8:00 a.m. at Shrewsbury Town Hall on October 26, 2012. She said the prior meeting was informative.

MOTION: That the Board support the resurrection of the Worcester County Selectmen's Association, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Ask the Selectmen

Don Miller said that he thought that the Board of Selectmen's public hearings were helpful.

Don Miller said that he did not hear the reason or justification for the higher tax rate on commercial-industrial-personal (CIP) vs. residential. T. Creamer responded with his perspective.

Approval of Minutes

MOTION: To approve the minutes of March 12, 2012 as amended, by P. Gimas.

2nd: M. Dowling

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

MOTION: To approve the minutes of March 19, 2012 as amended, by M. Blanchard.

2nd: P. Gimas

Vote: Four in favor; M. Redetzke abstained.

MOTION: To approve the minutes of August 20, 2012 as amended, by M. Blanchard.

2nd: P. Gimas

Vote: Four in favor; M. Redetzke abstained.

MOTION: To adjourn, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor

The meeting was adjourned at 10:29 p.m.

Respectfully submitted,

Judy Knowles

BOS Clerk

Date