

March 25, 2013

**BOARD OF SELECTMEN  
MINUTES  
MARCH 25, 2013**

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**

M. Blanchard announced that the Planning Board will meet on March 26<sup>th</sup> and will discuss the Temporary Marijuana Moratorium.

M. Blanchard announced that the Tantasqua Regional School Committee will meet regarding the budget and School Resource Officer on March 27<sup>th</sup>. T. Creamer stated that due to a Sturbridge Tourist Association meeting, he would be unable to attend, and as Selectman Gimas had a previous commitment as well, that perhaps M. Dowling could attend that meeting, if available, and speak on behalf of the Selectmen's position and vote 4-1 in favor of the SRO.

M. Redetzke announced that the Library Book Sale had raised \$1,154 and thanked the volunteers who had taken part in it.

P. Gimas spoke to the fundraiser for the Sturbridge Cooperative Nursery School on April 20<sup>th</sup> at 10:00 a.m. at Old Sturbridge Village.

T. Creamer praised Bob Briere for receiving the Lloyd Pote Award.

**Mountainbrook Private Road Association – Betterment Drainage Project**

Raoul Ricard and Tina Anderson appeared before the Board. S. Suhoski presented an overview of the project. He said that Raoul Ricard and the MBPRA had met with the Board of Selectmen last year to outline a proposed drainage improvement project to be eligible for Town financing through a betterment to be paid solely by the private property owners within the drainage district. R. Richard advised that the project had been well received by the property owners and that he is working to document at least 70 percent participation in a private betterment. At the Board's request, S. Suhoski had Town Counsel draft a placeholder article for the Annual Town Meeting warrant while the MBPRA completes outreach and execution of the Notices of Intent.

R. Ricard discussed the meetings of the MBPRA; they had met again on March 17<sup>th</sup> to pursue a betterment option (currently at 68% for drainage issues and resurfacing).

T. Creamer suggested getting MBPRA minutes and documentation into files. He noted that it would be helpful for residents seeking to learn more about the process, and that as MBPRA was breaking new ground in their approach, it would serve as a blueprint for future private road associations.

M. Dowling indicated that documents should be forwarded to the Board of Selectmen for review.

### **Article 26: Mountainbrook Road Betterment Project**

**MOTION: To place and support Article 26, and that the Board maintains the right to withdraw the article, by M. Blanchard.**

**2<sup>nd</sup>: P. Gimas**

**Vote: All in favor.**

### **Board of Health – Public Health Nurse**

Linda Cocalis, Dan Chaput and Alyssa Rusiecki appeared before the Board. T. Creamer noted that P. Gimas had raised the issue regarding supporting the Public Health Nurse proposal, and believed it useful to have the Board of Health appear before the Board of Selectmen to provide input with respect to the proposal, as well as respond to the questions from the Board of Selectmen. S. Suhoski stated that it had not been part of his budget proposal.

An outline of duties proposed for the Public Health Nurse was submitted to the Board. It was approved by the Board of Health on Friday afternoon, March 22<sup>nd</sup>.

A. Rusiecki discussed the reasons for the position. L. Cocalis spoke to mental health/hoarding issues.

P. Gimas stated that the Government Services Study Committee had discussed the Public Health Nurse position and discussed the purpose of it.

M. Dowling asked a series of questions. She asked how the Town of Sturbridge's interests were compromised by Harrington's public nurse's reduced hours. She further asked for clarification as to whether the public nurse would be an employee or subcontractor.

### **Annual Town Meeting Warrant**

S. Suhoski submitted to the Board a revised draft of the ATM warrant that included a few language changes recommended by Town Counsel. Previously, he had emailed the Selectmen a red-lined draft so that they could read Town Counsel's comments and

suggested language changes. He said that he will provide the draft warrant to the Finance Committee.

S. Suhoski noted that this version includes an additional article relative to the MBPRA item discussed above and two generic “placeholder” articles relative to requests for Community Preservation Act funds as outlined in his March 23<sup>rd</sup> memorandum which had been previously emailed to the Board. Town Counsel will draft appropriate language and also advise whether a special town meeting action will allow access to the funding earlier than July 1<sup>st</sup>.

**Article 10: Revolving Funds**

**MOTION:** To place and support Article 10, by M. Blanchard.  
**2<sup>nd</sup>:** P. Gimas  
**Vote:** All in favor.

**Article 23: Rescind Acceptance of MGL c. 90, §22B**

**MOTION:** To place and support Article 23, by M. Blanchard.  
**2<sup>nd</sup>:** P. Gimas  
**Vote:** All in favor.

**Article 25: Transfer From Free Cash**

**MOTION:** To place and support Article 25, by M. Blanchard.  
**2<sup>nd</sup>:** P. Gimas  
**Vote:** Three in favor; M. Redetzke opposed; M Dowling abstained.

**Special Town Meeting Warrant**

S. Suhoski submitted to the Board a revised draft of the ATM warrant that included a few language changes recommended by Town Counsel.

S. Suhoski made a final call for any special town meeting articles, as that draft warrant must be presented to the Board by March 31<sup>st</sup>. He said that there will be an article to cover Veolia overtime costs as previously reported, and another to transfer funds from sewer fund balance to cover costs that were ineligible from the Mass. Water Pollution Abatement Trust loan. He also had counsel’s guidance on whether CPA fund articles should be on a special town meeting warrant.

**Budget Discussion**

It was the consensus of the Board to postpone this discussion to the April 1, 2013 agenda.

**Minutes**

**MOTION:** To approve the minutes of November 13, 2012 as amended, by M. Blanchard.

**2<sup>nd</sup>: P. Gimas**

**Vote: Four in favor; M. Dowling abstained.**

**MOTION: To approve the minutes of March 4, 2013 as amended, by M. Blanchard.**

**2<sup>nd</sup>: P. Gimas**

**Vote: All in favor.**

**MOTION: To approve the minutes of March 11, 2013 as amended, by M. Blanchard.**

**2<sup>nd</sup>: P. Gimas**

**Vote: All in favor.**

**Notification: 8<sup>th</sup> Annual BB5K Charity Race**

S. Suhoski submitted to the Board information previously emailed concerning the request of Steve and Peg Hall, of Sturbridge, to hold the 8<sup>th</sup> Annual BB5K charity run and walk. The race organizers have already received approval of the Police Chief, but their typical host location – Hyland Orchards – is currently not allowed to host such events. S. Suhoski conveyed this to Steve Hall by telephone on Friday and put him in touch with the Board of Health Agent.

**MOTION: That the Board of Selectmen approve the 8<sup>th</sup> Annual BB5K charity walk and run event scheduled for May 25, 2013, subject to any other required local permits, by M. Blanchard.**

**2<sup>nd</sup>: P. Gimas**

**Vote: All in favor.**

**Vote of Appreciation: Cindy Sowa Forgit – Design Review Committee:**

The Board had been copied on the email from Cindy Sowa Forgit, who is not seeking reappointment to the Design Review Committee. Cindy was an energetic presence on the committee and did great work developing the minutes of the DRC meetings. She will be missed.

**MOTION: That the Board of Selectmen extend its appreciation for the three years of service by Cindy Sowa Forgit on the Design Review Committee, by M. Blanchard.**

**2<sup>nd</sup>: P. Gimas**

**Vote: All in favor.**

**Conservation Department**

S. Suhoski informed the Board that he had recently met with Glenn Colburn to review his work and learning curve as the Town's Conservation Agent. He also received input from the Conservation Commission chairman, and was pleased to report that Mr.

Colburn successfully completed his probationary period on March 17<sup>th</sup>. In the coming months he will be attending a GIS training to further complement the land use division and collaboration with the Town Planner.

S. Suhoski said that with respect to staffing, the Conservation Commission has voted to utilize Wetland Protection Act funds to partially subsidize their administrative assistant's hours. This is not an increase, but in actuality is a decrease in administrative assistance from 20 hours per week to 15 hours per week under one incumbent rather than two. However, in order to avoid layoff, the Board needs to assent to the Conservation Commission's formal vote to utilize the Wetland Protection Fund to maintain 15 hours per week administrative assistance.

If the Conservation Agent position had been filled at the beginning of the current fiscal year, this item would have been addressed proactively. Notwithstanding the dollar amount in the Conservation Commission vote, the Finance Director has calculated the amount required for the balance of the fiscal year to be \$2,599.

**MOTION: That the Board of Selectmen approve the use of \$2,599 from the Wetlands Protection Fund to provide for five hours per week of administrative assistance as approved by the Conservation Commission on December 13, 2012, by M. Blanchard.**

**2<sup>nd</sup>: P. Gimas**

**Vote: All in favor.**

#### **Gift of Land: 43 Old Mashapaug Road**

S. Suhoski said that for the better part of a year, there has been staff and some board and committee discussion over the offer of a gift of land at 43 Old Mashapaug Road by Buddy Soper. On December 13, 2012, the Conservation Commission made a formal vote to accept the gift of 43 Old Mashapaug Road to be under the care, custody and control of the Conservation Commission.

Early in 2012 the Planning Board and Open Space Committee had voted support of same. After the hiring of Glenn Colburn in September 2012 the issue was brought forward again resulting in the December 2012 formal vote of the Commission. The Board was apprised of this by S. Suhoski's email dated December 10, 2012. At that time there was an open question concerning a drainage culvert and whether any work was required prior to acceptance.

On March 20, 2013, the Conservation Agent wrote that the culvert was not an impediment to acquiring the land, and at this time the Town should move forward.

S. Suhoski noted that gifts of land to Conservation Commissions are expressly allowed under statute, subject to approval of the Board of Selectmen, and he plans to bring this forward on the next meeting agenda for formal action.

T. Creamer outlined a couple of questions he would like answered relative to tax impact and land contiguous to other open space.

**Other Matters:** Following are brief updates on other pending matters.

- **Riverlands Environmental (updated 3/23):** By separate memorandum to the Community Preservation Committee and the Board, S. Suhoski has requested consideration of CPA funds in the amount of \$28,060 for additional sediment sampling, lab testing, perimeter survey and applicable reporting to MassDEP. The proposal is for work required to clear the Riverlands parcels (140+ acres) from MassDEP environmental oversight through an Activity Use Limitation (AUL).
- **Municipal Buildings:**
  - **Library Roof (updated 3/15)** – A baseline proposal from Drummey Rosane Associates (the Burgess architects) was expected and S. Suhoski spoke with the architect following Wednesday's building committee meeting, and he indicated that a proposal would be forthcoming from his partner. There have been no further leaks since the latest repairs under the Town's insurance provider, but the two architects that reviewed the roof did note concerns with flashing, and potentially the seal of the skylight system.
  - **Center Office Building Front Door (updated 3/21)** – The Lock-Out Locksmith of Webster stated that he will install a commercial-grade exterior door handle and lock on the Main Street entrance of Center Office Building for an estimated cost of \$296 in the past week, but he did not appear despite S. Suhoski's several phone calls. Although this vendor has provided good and timely service in the past, S. Suhoski will seek additional qualified vendors to complete the work.
  - **Town Hall (updated 3/15)** – S. Suhoski expects to receive quotes for remote "panic alarms" that would be operated through the existing alarm panels at TH and COB.
  - **Town Barn Roof (no change)** – The roughly 20' x 20' section of membrane roof over the garage bays at the Town Barn that was blown back during the wind and rain storm of January 30<sup>th</sup> is being repaired under the Town's insurance coverage.
  - **8 Brookfield Road (no change)** – Joe Bolduc of ATC/Cardno inspected the boiler room on January 18<sup>th</sup>. S. Suhoski sent a reminder to Mr. Bolduc two weeks ago. Previously, American Environmental, Inc. reviewed the area and did not note any asbestos from a visual inspection.
- **Other Meetings / Miscellaneous:** Other items include: meetings with Fire Chief re: operational and personnel matters; meetings with Police Chief re: personnel matters; extensive meeting with DPW Director re: roads program, snow removal operations

and other matters; attended award ceremony for Tighe & Bond regarding WWTP innovative design; met with consultant reviewing Fire Dept. equipment and operations; participated in Betterment Committee meeting; met with walk-in concerning potential business venture; conducted site visit regarding signage complaint and issued enforcement letter re: same; met with Army Corps of Engineers project manager and staff and DPW Director regarding Hamant Brook, Champeaux Road, Grand Trunk Trail grant and other matters; met with Town Moderator; met with Board of Health chairman.

### **Correspondence**

M. Blanchard read the correspondence list into the record.

### **Old Business**

T. Creamer distributed the final Town Administrator's FY 2013 Goals and Objectives to the Board.

**MOTION: That the Board approve the Town Administrator's Goals and Objectives as finalized, by M. Blanchard.**

**2<sup>nd</sup>: P. Gimas**

**Vote: All in favor.**

### **New Business**

P. Gimas advised that the Fire Dept. study would be submitted this week, and that the Board should consider a date for a presentation. T. Creamer noted that depending upon the contents of the report that Board members should review and advise the Town Administrator of any concerns that might be Executive Session realm under personnel. M. Dowling stated that the Town Administrator should do the same. The Board tentatively established April 16<sup>th</sup> as a date for the consultant to present the key findings.

M. Redetzke asked whether the handrail at the Senior Center had been repaired. S. Suhoski said it had not, and that he would ensure it is addressed.

**MOTION: To convene in executive session under MGL Chapter 30A, §18-25, #3: To discuss strategy with respect to collective bargaining and litigation; and #4: To discuss the deployment of security personnel or devices or strategies with respect thereto; not to reconvene in open session, by M. Blanchard.**

**2<sup>nd</sup>: P. Gimas**

**Roll call vote: P. Gimas in favor; T. Creamer in favor; M. Redetzke in favor; M. Dowling in favor; M. Blanchard in favor.**

The Board convened in executive session at 10:55 p.m.

March 25, 2013

Respectfully submitted,

Judy Knowles

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BOS Clerk

Date