

June 17, 2013

**BOARD OF SELECTMEN
MINUTES
JUNE 17, 2013**

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

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

Public Service Announcements

T. Creamer announced that the Board had voted unanimously to discontinue the practice of accepting phone calls from citizens during meetings due to complaints registered by the Telegram and Gazette alleging that said practice was a violation of the Open Meeting Law.

P. Gimas congratulated Kevin Flanders for his "Escape From Fear Village."

M. Redetzke announced that the Worcester County Selectmen's Association will meet on June 20th at Veterans Memorial Hall, Town Hall.

M. Redetzke announced the Concert on the Common series will start on June 20th.

M. Dowling announced the third night of the Annual Town Meeting will be held on June 18th.

M. Blanchard announced the special Senate election on June 25th.

Appointment of Reserve Police Officer – Jeffrey Forcier

S. Suhoski said that as it was explained in Chief Ford's May 8th memorandum which had been circulated previously to the Board, due to upcoming maternity leave and academy training, there is a need for additional assistance for patrol coverage. Chief Ford has recommended filling a Reserve Police Officer position with the second highest rated candidate from the last round of applications. This candidate, Jeffrey Forcier, of Quinebaug, CT, met with S. Suhoski last week to re-confirm his interest in serving.

Currently, Mr. Forcier serves as a lieutenant in the town of Holland Police Department where he has experience and training in a wide array of topics, due to the smaller size of the department. S. Suhoski said that Mr. Forcier will be a fine addition to the Police Department, and recommended his appointment.

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T. Creamer indicated that the request from Chief Ford was in fact a request for a Part-Time Police Officer, as opposed to a reserve position in that a reserve position would jeopardize the Accreditation of the Sturbridge Police Department. He further stated that Mr. Forcier was a duly sworn and credentialed Police Officer in the Commonwealth of Massachusetts. Chief Ford concurred with T. Creamer's statements.

MOTION: That the Board of Selectmen ratify the Town Administrator's appointment of Jeffrey K. Forcier, of Quinebaug, CT as a Part-Time Patrol Officer at the starting hourly rate of \$23.93, and subject to a one-year probationary period, by T. Creamer.

2nd: P. Gimas

Vote: Four in favor; M. Blanchard opposed.

Farquhar Road Pole Hearing

S. Suhoski submitted to the Board the statement from CME Associates engineers that the relocation is in accordance with the 25 percent design for the Grand Trunk Trail / Farquhar Road interface, and thus can proceed.

MOTION: To close the public hearing, by M. Redetzke.

2nd: M. Blanchard

Vote: All in favor

MOTION: That the Board of Selectmen approve the relocation of Pole No. 24 on Farquhar Road approximately five feet east of existing pole as indicated on plan titled "Verizon Petition No. 6ABU88, dated March 28, 2013," by M. Redetzke.

2nd: P. Gimas

Vote: All in favor.

Government Services Study Committee

The GSSC had requested formal agenda time for an update on activity. P. Gimas, M. Redetzke, Scott Arndt and Peter Levine of the Government Services Study Committee appeared before the Board.

P. Gimas provided a report to the Board regarding the review and findings of the Government Services Study Committee. She noted IT and building maintenance needs. She said that the GSSC is looking at land use consolidation, and will meet with Jean Bubon, Town Planner, and the Spencer Town Administrator.

M. Redetzke requested that with any future study by the GSSC, that the Board of Selectmen considers discussing reports with the GSSC for feedback prior to taking any action.

T. Creamer stated that the failure to do so with the previous study was a failure on his end to schedule the GSSC, and he apologized for the oversight.

Innkeeper's License – Economy Lodge

Copies of the application by James Huang, of Longmeadow, MA, for an Innkeeper's License for the Economy Lodge, 682 Main Street, were submitted to the Board. S. Suhoski said that this application has been pending as the owner worked to clean and repair rooms that have been vacant for some time. As noted in the two emails from the accommodations inspector, and the update from the building inspector, there are approximately 25 rooms that have been approved for occupancy (enumerated in the emails and on record in the Board of Health office).

MOTION: That the Board of Selectmen approve an Innkeeper's License for James Huang, of Longmeadow, MA, for the premises at 682 Main Street, Sturbridge, operated as the Economy Lodge. Such license is specifically limited to occupancy of rooms approved by the Board of Health, Building Inspector and Fire Department and kept on file with the Board of Health, by M. Redetzke.

2nd: M. Blanchard

Vote: All in favor.

DPW Various Bid Awards

S. Suhoski informed the Board that previously, Judy Knowles had provided hard copies of DPW Director Greg Morse's various bid tabulations dated June 5, 2013 for: (1) equipment rental, (2) paving and road materials, (3) piping and road materials, and (4) concrete sidewalk repair.

With respect to the spreadsheets for items #1, #2 and #3 above, S. Suhoski concurred with the recommendation of the DPW Director that all bids be awarded to the low bidder and that joint awards be made to utilize the next lowest bidders if the low bidder is not able to perform. He noted that concrete sidewalk repair will need to be re-bid, as there were no responses.

MOTION: That the Board of Selectmen award bids for (1) equipment rental, (2) paving and road materials, and (3) piping and road materials, all as recommended in the memoranda and spreadsheet from the Director of Public Works dated June 5, 2013 with such low bidders indicated by yellow highlight, and such secondary bidders indicated by green highlight, on the spreadsheet, by M. Redetzke.

2nd: M. Blanchard

Vote: All in favor.

Reappointments

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S. Suhoski provided the following list of proposed reappointments for non-union staff. Any collective bargaining staff will follow under a separate cover from the relevant department heads; however, those employees are under a contract, and the reappointment is more of a historical formality. Therefore, S. Suhoski requested the Board's ratification of the following:

<u>Name</u>	<u>Board/Committee</u>	<u>Term Exp. June 30</u>
Curtis Meskus	Building Inspector	2016
Clyde Gagnon	Wire (Electrical) Inspector	2016
Thomas Ford III	Emergency Management Director	2016
Kopelman & Paige	Town Counsel	2014

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

<u>Name</u>	<u>Board/Committee</u>	<u>Term Exp. June 30</u>
Curtis Meskus	Building Inspector	2016
Clyde Gagnon	Wire (Electrical) Inspector	2016
Thomas Ford III	Emergency Management Director	2016
Kopelman & Paige	Town Counsel	2014

By M. Redetzke

2nd: M. Blanchard

Vote: All in favor.

Grand Trunk Trail Design Grant Extension

S. Suhoski said that through collaborative discussion with the Army Corps of Engineers, the state Dept. of Conservation and Recreation, the DPW Director and Trail Committee representatives, he requested an extension for the remaining \$40,000+ grant for the design and engineering of the Grand Trunk Trail extension through June 30, 2015. (This covers an area roughly from the Ed Calcutt Bridge through the River / Farquhar Road intersection to Route 15.)

The request has received presumptive approval, and S. Suhoski has executed revised grant documents and returned same to MassDOT, which is currently holding the funds. This portion of trail traverses both Army Corps and Town of Sturbridge property and the final design, and engineering cannot be completed until after additional survey in the area of Farquhar and River Roads has been completed. There is also ongoing discussion about whether the state DCR or ACE would take the lead in managing the remainder of work. The extension provides time for all parties to work through the red tape.

Riverlands Environmental

S. Suhoski reported that the next phase of work is proposed for funding in the amount of \$28,060 at the Special Town Meeting, which will likely be addressed on Tuesday, June

18th. These funds are for additional testing and reporting needed to eventually clear the Riverlands parcels (140+ acres) from MassDEP environmental oversight through an Activity Use Limitation (AUL).

Separately, the Board had requested Tighe & Bond to more clearly delineate areas of remaining concern in the event that the Board wishes to open up the property to the public.

This area was outlined by T&B in a figure emailed to the Board. Rather than deciding to place fencing or signage in this area immediately, if the CPA funding is approved by Town Meeting on Tuesday, S. Suhoski suggested bringing back the environmental engineers for a further discussion of this topic with the Board prior to commencement of their next phase of work.

Sewer Allocation: 505 Main Street (Thai Orchid Restaurant)

S. Suhoski informed the Board that the proposed Thai Orchid Restaurant at 505 Main Street was granted site plan approval by the Planning Board. He said that this would be a new 45 seat restaurant and the existing apartments would be retained, with a total of five bedrooms.

S. Suhoski submitted to the Board a copy of correspondence dated March 27, 2013 from Trifone Design Associates, Inc. requesting the Board's approval of a total sewer allocation of 3,070 gallons per day. This is an increase from the prior 1,200 gallons per day.

The DPW Director reviewed the plans and concurs with S. Suhoski's recommendation to approve the increase. Such approval should be subject to approval of the grease control system by the DPW Director, as is also contemplated by the site plan review. The applicant requires actual approval of the capacity in order to facilitate completion of the kitchen design plans.

MOTION: That the Board of Selectmen approve a sewer allocation of 3,000 gallons per day for the restaurant use proposed at 505 Main Street and approved by the Planning Board on February 14, 2013, subject to prior approval of the grease control system by the Director of Public Works, by M. Redetzke.

2nd: M. Blanchard

Vote: All in favor.

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

• **Municipal Buildings:**

- ***Library Roof (updated 6/14)*** – Annual Town Meeting approved completion of architectural plans for replacement of the skylight system as part of the

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Capital Plan article. S. Suhoski advised DRA and the Library Director that further work on this project can commence after July 1st.

- **Center Office Building (updated 6/14)** – A door handle and matching trim was installed on the front entry to the Center Office Building on June 3rd. The system is keyed to match the existing system. The HVAC system was switched over to cooling mode in late May.
- **Town Hall (updated 6/14)** – The elevator, “sticking” door and all alarm systems were addressed in May, and are certified and functioning properly. The HVAC system was also switched over to cooling mode though an additional service visit and estimate for replacement of “contact” switches has been received. The burglar alarm monitoring is ready to accept remote “panic alarm” signals for which the hardware must be purchased. This is the next action item.
- **Sturbridge Nursery School (new 6/14)** – A leak in the roof of this Town building was inspected by Paul Davis Restoration last week with the actual repair scheduled for Tuesday, June 18th.
- **Other Meetings / Miscellaneous:** Other items include: preparation and attendance at nights one and two of Annual Town Meeting; request DPW to “moderate” height of speed bumps on Champeaux Road (completed); conducted department head meeting and discussion of pending All Hazards Emergency Operations Plan to be presented to the Board of Selectmen; met with representatives of Mass. Broadband Initiative along with Tantasqua IT director to understand implications for Sturbridge town buildings; meeting with Greg Rossow re: IT budget and future planning; worked on various personnel matters; chaired CMRPC Legislative Breakfast featuring Senate Vice-Chair of Ways & Means.

Correspondence

M. Redetzke read the correspondence list into the record.

Minutes

MOTION: To approve the minutes of June 3, 2013 as amended, by M. Blanchard.

2nd: P. Gimás

Vote: All in favor.

MOTION: To approve the minutes of June 10, 2013 as amended, by M. Blanchard.

2nd: P. Gimás

Vote: All in favor.

MOTION: To approve the minutes of May 22, 2013 as amended, by M. Blanchard.

2nd: P. Gimás

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Vote: All in favor.

Old Business

M. Blanchard asked about the status of the lines on Route 131. S. Suhoski said that MassDOT has the job on its list.

M. Blanchard asked about the status of the water meter.

M. Blanchard asked about reappointments for the Economic Development Advisory Committee.

MOTION: That the EDAC appointments be placed on hold indefinitely until an appropriate level of support and direction can be provided, by T. Creamer.

2nd: P. Gimas

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

M. Blanchard thanked S. Suhoski for the information he provided regarding Bee Zee/Stop and Shop fuel storage.

MOTION: To accept with regret the letter of resignation from Edward Chamberland, and send a note of appreciation for his 30+ years of service with the Fire Department, by M. Dowling.

2nd: M. Blanchard

Vote: All in favor.

MOTION: To accept with regret the letter of resignation from firefighter Garrett Danna, by M. Dowling.

2nd: M. Redetzke

Vote: All in favor.

MOTION: To accept with regret the letter of resignation from Lisa Keay, by M. Dowling.

2nd: M. Blanchard

M. Redetzke stated that due to confidential information provided to the Board of Selectmen from the Town Administrator, that she could not accept the resignation.

Vote: Two in favor; T. Creamer, P. Gimas and M. Redetzke abstained.

M. Dowling announced that the next Meet the Selectmen will be held on the Town Common on June 25th at 6:00 p.m.

P. Gimas informed the Board that she would be unable to attend the Annual Town Meeting on June 18th due to a work commitment.

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New Business

M. Dowling stated that the Annual Town Meeting had voted in favor of a committee to review stipends, and volunteered to be the Board of Selectmen's representative on said committee.

MOTION: That M. Dowling be the Board of Selectmen designee to the committee formed to review stipends, by M. Blanchard.

2nd: P. Gimas

Vote: Three in favor; T. Creamer and M. Redetzke abstained.

MOTION: To adjourn, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Judy Knowles

BOS Clerk

Date