

**BOARD OF SELECTMEN
MINUTES
JANUARY 22, 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 applications are being accepted until February 15th for the Town of Sturbridge Tax Assistance for Low Income Senior and Disabled Citizens Program. The program is available to assist with real estate bills if the property owner is 65 years or older or has a state-recognized disability, and the total gross household income does not exceed \$20,000 if single, or \$30,000 if married, or if others reside in the household. Applications are available in the Finance Department in Town Hall, at the Sturbridge Senior Center, or on the Town's home page at www.town.sturbridge.ma.us.

Proposed Appointments

Patrol Officer – Police Department: Police Chief Thomas Ford introduced Matthew Button to the Board. The Board had received copies of the impressive credentials of Matthew T. Button. Mr. Button is a graduate of Tantasqua Regional High School and completed an internship with the Sturbridge Police Dept. while earning his bachelor's degree at Worcester State University. He emerged as the consensus top pick from a field of over 30 applicants that were weaned down through a series of interviews including a final interview before Chief Ford and the Sutton Police Chief.

MOTION: That the Board of Selectmen ratify the Town Administrator's appointment of Matthew T. Button, of Sturbridge, to the position of Patrol Officer, effective January 22, 2013, at the starting rate of \$22.35 per hour and subject to a six-month probationary period, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Part-time Dispatcher: Police Chief Thomas Ford introduced Eileen Friedrich to the Board. The Board had been emailed a copy of the cover letter and resume of Eileen M. Friedrich, proposed for appointment to a Part-Time Dispatcher position. Ms. Friedrich

resides in Stafford Springs, CT and most recently has operated a day care. She has an associate's degree and has taken criminal justice and emergency dispatcher courses.

MOTION: That the Board of Selectmen ratify the Town Administrator's appointment of Eileen M. Friedrich, of Stafford Springs, CT, to the position of Part-time Dispatcher, effective January 23, 2013, at the starting rate of \$17.07 per hour and subject to a six-month probationary period, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Temporary Assistant to Fire Chief: A copy of the letter-of-interest and resume of Vernon "Butch" Jackson had been submitted to the Board. Mr. Jackson was the sole candidate to apply for this position and was interviewed by Chief Senecal and S. Suhoski on January 17th. Butch has a wealth of direct experience and the required CDL credentials to undertake this position. S. Suhoski highly endorsed his appointment to this position. Due to his many years of creditable service to the town of Sturbridge his hourly rate is proposed to be \$18.81. S. Suhoski explained that while this represents a reduction from Mr. Jackson's prior wage as a captain of the call Fire Dept., it does represent the top step for the grade of the new position.

MOTION: That the Board of Selectmen ratify the Town Administrator's appointment of Vernon L. Jackson to the position of Temporary Assistant to the Fire Chief, effective January 22, 2013, for an initial term of six months, at the starting rate of \$18.81 per hour (Grade 5, Step 10), by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

This position runs for six months unless it is extended by vote of the Board of Selectmen. There is no budget adjustment needed.

Adoption of Pre-disaster Mitigation Plan

Chief Ford submitted for the Board's endorsement the Disaster Mitigation Plan as prepared by the Central Mass. Regional Planning Commission. The Chief advised that FEMA has provided approval of the draft plan (this was done on a regional basis by CMRPC) and that the Board's acceptance is needed to be eligible for grant programs to address conditions noted.

MOTION: To adopt the Sturbridge Pre-Disaster Hazard Mitigation Plan as submitted by Police Chief Thomas Ford and prepared by the Central Mass. Regional Planning Commission, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Veritas Restaurant: Request for One-Day Beer and Wine License

Kurt and Kelly Soukup appeared before the Board. Veritas will be catering a retirement party on February 2, 2013 for a Harrington Hospital employee. The event will be held in the vacant building located at the rear of the lot at 420 Main Street near the outdoor patio. Because the function is technically outside of the licensed premises, a one-day license is required. As noted in the ABCC guidance, the holder of an all-alcohol license may receive a one-day beer and wine license upon the approval of the Board.

Set-up would begin at 4:00 p.m. and breakdown will be completed by 11:30 p.m., so the license should reflect those times.

MOTION: That the Board of Selectmen approve a one-day beer and wine license to Veritas Restaurant / K&J Catering for premises at 420 Main Street, Building #3, from 4:00 to 11:30 p.m. on February 2, 2013, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Sewer Allocation Request – B.T.’s Smokehouse, 392 Main Street

S. Suhoski stated that the Board had received a request from Brian Treitman, the chef and owner of B.T.’s Smokehouse, for an increase of 805 gallons per day (gpd) of sewer flow (to a total of 1,365 gpd) to accommodate an increase of 23 seats in his restaurant (new total of 39 seats). The DPW Director reported in his January 11th memorandum that there is no objection to the increased flow, but that fats, oils and grease need to be monitored in the event that there is a future need for additional grease control. M. Blanchard read the DPW Director’s memo into the record.

S. Suhoski noted that the December 2012 wastewater report indicated that current sewer treatment is averaging .550 MGD and that the 12-month rolling average is currently .529 MGD, which is under the rated .750 MGD capacity. There is adequate reserve flow available even prior to the pending re-rating of the WWTP. This expansion project has received the approval of the Planning Board subject to approval of the sewer capacity.

MOTION: That the Board of Selectmen approve sanitary sewer flow of 1,365 gpd for B.T.’s Smokehouse, 392 Main Street, subject to future review by the Board should issues of concern be identified with respect to fats, oils or grease in the system, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

Riverlands Environmental Update

Jason Barroso of Tighe & Bond, the project engineer, appeared before the Board, along with Nancy Milkey, LSP. They made a Power Point presentation and provided the Board with a report including the scope and price proposal for the next action steps through preparation of the Activity and Use Limitation (AUL). They noted that the \$19,950 cost does not include a required metes and bounds survey. S. Suhoski will formally present the total costs to the Board and the Community Preservation Act Committee once it is finalized.

Incinerator Issue

Matthew Micelli and Mary Afable appeared before the Board. M. Afable informed the Board that MassDEP had proposed a 20-year ban on incinerators in November 2012. She requested that the Board send a letter to DEP and other state officials opposing the proposed ban on incinerators.

MOTION: That the Board send a letter to MassDEP and the mailing list, opposing the proposed ban on incinerators and outlining the Board's concerns, by P. Gimas.

2nd: T. Creamer

Vote: All in favor.

Commercial Tourist District Working Group

S. Suhoski had initiated the contract documents with Pare Corporation. The Planning Board voted to designate Heather Hart and Charles Blanchard as their representatives to the Commercial Tourist District Working Group. S. Suhoski advertised for the three citizen-at-large positions, with a deadline of January 28th. He also sent the vacancy notice out via the Town Web site bulletin board.

T. Creamer requested that the Board vote on the appointments separately.

MOTION: That the Board ratify the Town Administrator's appointment of Charles Blanchard to fill the Planning Board designee position on the Commercial Tourist District Working Group, by M. Blanchard.

2nd: P. Gimas

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

MOTION: That the Board ratify the Town Administrator's appointment of Heather Hart to fill the Planning Board designee position on the Commercial Tourist District Working Group, by M. Blanchard.

2nd: P. Gimas

Vote: Four in favor; M. Blanchard abstained.

Charter Communications Contract Renewal

S. Suhoski informed the Board that in accordance with the Board's action at the last meeting, members of the Cable Advisory Committee have agreed to attend the February 18th meeting to discuss objectives of the negotiations for a successor contract with Charter Communications. The meeting will also allow a discussion of roles and responsibilities leading into the negotiations. The CAC has scheduled a Public Hearing on February 26th at 6:00 p.m. in Town Hall to gain initial citizen input.

Other Matters

• Municipal Buildings:

o Library Roof – Paul Davis Restoration completed repair of improperly installed flashing at the base of the skylight windows, as well as a roof scupper that was leaking on the Main St. side of the building.

o Public Safety Complex Flag Pole – All American Flagpoles complete base preparations and ordered the flagpole. Expected installation is targeted for next week once materials are received.

o 8 Brookfield Road – A second opinion / review was sought through Cardno ATC with respect to the boiler room at 8 Brookfield Road. The firm conducted a visual inspection on January 18th, and S. Suhoski is awaiting the results. American Environmental, Inc. did not note any asbestos from a prior visual inspection.

o Sturbridge Nursery School – Due to the departure of Marty Goulet from LPA, S. Suhoski is outreaching to local architects to develop a specification for public bidding of repairs to the bathrooms. Also, a meeting with the leadership of the nursery school is being finalized for either January 24th or 29th to discuss the project.

o Center Office Building Door – Lock-out Locksmith of Webster was on site last week and S. Suhoski is awaiting a quote for completion of the work. A repair was also made to the main entrance (parking area) door at COB as the hardware was not fully engaging.

• Other Meetings / Miscellaneous: Between Tuesday and Friday this past week S. Suhoski also: met with Conservation Agent regarding budget and personnel matters; met with the Finance Director and Library Director concerning procurement and contracting issues related to the Children's Room project; met with the locksmith at Center Office Building; attended quarterly regional managers meeting and Legislative Affairs Committee meeting at CMRPC; met with the Fire Chief on various occasions re: personnel matters; attended Burgess School Building Committee dinner event; met with owners of property where Sturbridge Seafood is proposed to locate (in building housing Sal's Pizza on Main St.) to discuss permitting and procedure for potential liquor licensure; attended informational forum at Pioneer Valley Planning Commission and met casino ombudsman (the Palmer site is still in play); met with DPW Director re: ongoing matters; met with BOH chairman re: landfill issues; obtained hearing record on behalf of

BOH chair; had telephone discussion with Ernie Horn re: Fire Dept. study and initiated contract documents.

Correspondence

M. Blanchard read the correspondence list into the record.

Old Business

M. Dowling reminded Town employees, board and committee members about the Conflict of Interest Test, which they are required to complete by January 31, 2013.

M. Dowling said that Kopelman and Paige had provided a summary regarding a marijuana siting moratorium.

MOTION: That the Board of Selectmen support a moratorium on marijuana medical centers and direct the Town Administrator to consult with Town Counsel regarding language, by M. Dowling.

2nd: M. Blanchard

Vote: All in favor.

P. Gimas noted that Charter Communications had provided good information to the Board, but it should be made available to all of their customers.

P. Gimas had composed a letter to Chief Horn, expressing thanks for the use of the bell at the vigil. It was the consensus of the Board to sign the letter.

New Business

T. Creamer informed the Board that Trish Bourassa is seeking an Auctioneer License for a Silent Auction fundraiser to "Support Fitzzy's Fight" to be held at the Sturbridge Host Hotel on March 3, 2013 at 6:00 p.m.

MOTION: That the Board grant an Auctioneer License to Trish Bourassa for a Silent Auction fundraiser to "Support Fitzzy's Fight" to be held at the Sturbridge Host Hotel on March 3, 2013 at 6:00 p.m., by T. Creamer.

2nd: P. Gimas

Vote: All in favor.

Town Administrator's Evaluation

The Board reviewed the Town Administrator's Evaluation with S. Suhoski.

MOTION: That the Town Administrator be granted a 1.5% merit based incentive of \$1,638, by T. Creamer.

2nd: P. Gimas

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

Minutes

MOTION: To approve the minutes of March 26, 2012 as amended, by M. Blanchard.

2nd: P. Gimas

Vote: Four in favor; M. Redetzke abstained.

MOTION: To approve the minutes of October 9, 2012 as amended, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

MOTION: To approve the minutes of October 15, 2012 as amended, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

MOTION: To adjourn, by M. Blanchard.

2nd: P. Gimas

Vote: All in favor.

The meeting was adjourned at 10:05 p.m.

Respectfully submitted,

Judy Knowles

BOS Clerk

Date