



TOWN OF UXBRIDGE  
BOARD OF SELECTMEN MEETING MINUTES  
BOARD OF SELECTMEN MEETING ROOM  
21 S. MAIN STREET, UXBRIDGE, MA  
MONDAY, NOVEMBER 27, 2017 – 6:30PM

Received by  
Uxbridge  
Town Clerk

*Video of meeting discussions are available at [www.uxbridgetv.org](http://www.uxbridgetv.org) or by request at the Cable Access Department.*

Present: Chair/Justin Piccirillo, Vice Chair/Jeffrey Shaw, Selectmen Jennifer Modica, Jim Hogan and Peter Baghdasarian. Also present: Interim Town Manager David Colton

**I. CALL TO ORDER**

1. Announcements

- i. Looking for volunteers to fill seats. Affordable Housing Committee, Cable Advisory Committee, Cultural Council, Housing Authority, Open Space Committee, Parade Committee, Town Common Committee, Zoning Board of Appeals, and *Water / Sewer Advisory Committee*. Anyone interested should fill-out a Talent Bank Form and submit to the Town Manager's Office.
- ii. Gift Acceptances: requests from Chief Lourie for gifts relating to Blackstone River puppies; and for food donations for the Police K9 Unit.

Chief Lourie made citizens aware that the Police Department will be holding their 2<sup>nd</sup> Police Citizen's Academy. If interested, please check the website for additional information.

Chief Lourie informed the Board that all puppies have been adopted. He reviewed donations totaling \$8,225 to support the six puppies discarded in the Blackstone River. Chief Lourie asked for a motion to accept these generous donations with gratitude. **MOTION: Mr. Hogan moved that the Board authorize the Chief to accept the donations with gratitude from the town. Seconded by Mr. Shaw. The motion carried 5-0-0.**

Chief Lourie discussed a food donation for the Canine Unit totaling \$252 from the Mane Place. Chief Lourie asked for a motion to accept this generous donation with gratitude. **MOTION: Mr. Hogan moved that the Board authorize the Chief to accept the gift from the Mane Place for the Canine Unit. Seconded by Mr. Baghdasarian. The motion carried 5-0-0.**

Chief Lourie discussed a \$2,000 Walmart grant that was awarded that will be used for training and equipment for officers. **MOTION: Mr. Hogan moved that the Board authorize the Chief to accept the grant from Walmart. Seconded by Mr. Baghdasarian. The motion carried 5-0-0.**

Chief Lourie thanked the community for their recent generous support of the Police Department.

A dialogue took place about placing signage near 146/BJ's. Chief will speak with Benn Sherman regarding the concern.

2. Citizens Forum

Wendy Timmons donated a sign-in sheet book.

## II. PUBLIC HEARING

1. Pole hearing: National Grid request to relocate pole P107-61 off private property to grassy island area at 775 Quaker Highway (continued from 11/13)  
*\*taken out of order following New Business #3.*

**MOTION: Mr. Piccirillo asked for a motion to continue the public hearing until the next meeting. So moved by Mr. Hogan. Seconded by Mr. Baghdasarian. The motion carried 5-0-0.**

## III. NEW BUSINESS

1. Request from Board of Trustees of Veterans Memorials for restoration of WW1 artillery piece at Town Common  
*\*taken out of order, following New Business #4.*

Brian O'Neill came before the Board seeking permission to remove the cannon artillery piece for repair for little or no cost to the town. **MOTION: Mr. Hogan made a motion that the Board authorize the Trustees of Veterans Memorials to remove for repair/restoration of the WWI artillery piece on the Town Common. Seconded by Mr. Baghdasarian. The motion carried 5-0-0.**

The Board thanked the Committee for their help in getting this project done.

2. Review South Uxbridge water and sewer survey data, or take any action related thereto  
*\*taken out of order following Public Hearing.*

Ms. Modica located the survey results from 3½ years ago. Mr. Piccirillo highlighted some of the results of the survey. Mr. Piccirillo suggested the Board create a new survey to focus on businesses in that area to gauge if there was interest to incurring costs associated with the project. Costs for bringing water/sewer to the area would not be incurred by residents. Mr. Colton made the Board aware that special legislation would require a new petition. This would allow the town to not charge residents a betterment fee to connect to water/sewer. Mr. Piccirillo would like to move forward with the survey. Mr. Legg, DPW would like to have input in the survey prior to sending out. The Board stated that additional research is required including costs associated with the project. Mr. Piccirillo will continue discussions at a future meeting.

3. Request from DPW Director for review of sidewalk snow clearing policies and costs, or take any action related thereto  
*\*taken out of order, following New Business #1*

Mr. Sherman spoke to the Board about side-walk plowing and snow removal. The Board reviewed a map of the targeted areas. Discussion occurred about level of service, expectations, and equipment.

Russell & Chloe Holden, 130 Main Street spoke about concerns regarding sidewalks that their daughter uses to walk to school. They have reached out to the School Department but are still uncertain how the Town will handle this going forward. The Board will do some investigation and take action at a future meeting. Mr. Sherman stated he can speak with the School Department to see if they can work with the Holden's on an interim solution. Mr. Sherman will return at a future meeting.

4. Review and approve Virginia Blanchard School closing documents, or take any action related thereto  
*\*taken out of order, following Citizens Forum*

Mr. Piccirillo updated the town on the sale of the Virginia Blanchard School to a public/private organization who will restore the building to create apartments for Veterans and other groups.

Harry Romasco made the Board aware that he'll be going before the School Committee to ask that they consider using the sale of the proceeds of the Virginia School to setup yearly scholarships.

Katherine Connolly, Esq. informed the Board the documents are finalized and accepted as currently written. A discussion took place regarding settlement proceeds. Attorney Connolly reviewed the documents with the Board.

**MOTION: Mr. Piccirillo asked for a motion to approve the Quick Claim Deed as written. So moved by Mr. Hogan. Seconded by Mr. Baghdasarian. The motion carried 5-0-0.**

**MOTION: Mr. Piccirillo asked for a motion to approve Kathleen Connolly, Esq. as signatory on behalf of the Town of Uxbridge for the Escrow Letter as written. So moved by Mr. Hogan. Seconded by Mr. Baghdasarian. The motion carried 5-0-0.**

**MOTION: Mr. Piccirillo asked for a motion to sign the Settlement Statement and to defer to the Town Treasurer as to form of payment. Ms. Modica made a motion to authorize the Chair to sign the Settlement Statement upon receipt and defer to the Town Treasurer as to form of payment from the settlement. Seconded by Mr. Hogan. The motion carried 5-0-0.**

5. Discuss FY16-17 Board / Committee / Departmental reports, or take any action related thereto  
*\*taken out of order, following New Business #2*

Mr. Piccirillo prepared a draft BOS report. Mr. Piccirillo asked that the Board review and return feedback to the Administrative Assistant.

#### IV. OLD BUSINESS

1. Discussion relating to marijuana establishments, or any actions related thereto

The Board reviewed a draft zoning article prepared by Mr. Piccirillo. A representative from Xiphias Wellness, Inc. stated that the draft regulations would be available in December allowing enough time for towns to create by-laws and review zoning. The Board had a discussion relative to South Uxbridge being the only area targeted. The Board will look at the approval of sales tax. The Board will look for regulations to come out and update the zoning article accordingly. Discussions will continue at a future meeting.

2. Receive recommendations from Town Manager Review Committee, discuss Town Manager interview process and/or take any actions related thereto  
*\*taken out of order, following Old Business #3*

Mr. Piccirillo stated that the Town Manager Review Committee will meet on Thursday, 11/29 and will prepare a written report for the Board. Mr. Piccirillo stated that the TM Review Committee received 13 resumes and will be recommending 3 finalists. The Board will meet at 7:30 a.m. on 12/4 to review report and resumes.

The Board discussed several things including, setting up interviews, announcing names, and coordination of open meeting interviews. The Board discussed the skill set for the next Town Manager. The Board should submit interview questions to the Administrative Assistant by Wednesday. Questions should focus on: Management Style, Finances, Communication, Problem Solving, and Law.

The Board will solicit questions from residents. The Administrative Assistant will post the request for questions on the website with a due date of Wednesday 11/29.

3. Zoning diagnostic update – CMRPC

*\*taken out of order, following Old Business #1*

Mr. Piccirillo updated the Board stating CMRPC met with several town employees. The format was similar to an interview to review our processes, procedures, and frequent issues that come before the Planning and Building Departments. CMRPC will continue working on this project and get back to the Town with more information.

V. MEMBER ISSUES

Discussion took place on the following items:

- Double poles - Mr. Colton will follow-up with Benn Sherman, DPW.
- Charter Review - Mr. Piccirillo asked Mr. Baghdasarian to provide him a list of areas that should be addressed and the Board would add to a future agenda.

VI. TOWN MANAGER REPORT

The Town Manager report is attached to the minutes.

VII. MINUTES

Executive Session Meeting Minutes 9/20/17

**MOTION: Mr. Hogan move that the Board approve the Executive Session minutes of Wednesday, September 20, 2017**

Discussion occurred during the motion to include adding that the minutes not be released and amending the minutes to include those Selectmen not present at the meeting. Mr. Hogan withdrew his original motion and made a new motion.

**MOTION: Mr. Hogan move that the Board approve the Executive Session Meeting Minutes of Wednesday, September 20, 2017 as amended and not to be released at this time. Seconded by Mr. Shaw. The motion carried 3-0-2 (Ms. Modica and Mr. Baghdasarian abstained).**

Meeting Minutes 9/25/17

**MOTION: Mr. Hogan move that the Board approve the Meeting Minutes of Monday, September 25, 2017 amended to include those not present members. Seconded by Mr. Shaw. The motion carried 3-0-2 (Ms. Modica and Mr. Baghdasarian abstained).**

Meeting Minutes 10/17/17

**MOTION:** Mr. Hogan move that the Board approve the Meeting Minutes of Tuesday, October 17, 2017 with the correction to Mr. Shaw's name. Seconded by Mr. Shaw. The motion carried 4-0-1 (Mr. Baghdasarian abstained).

Meeting Minutes 10/23/17

Pass over - No motion was taken.

Meeting Minutes of 10/30/17

There was discussion to amend the minutes to reflect that Mr. Hogan being absent and Mr. Shaw being present.

**MOTION:** Ms. Modica made a motion that the Board accept the Meeting Minutes to include the amendment as previously discussed. Seconded by Mr. Shaw. Mr. Piccirillo asked for a vote to approve the Meeting Minutes of October 30, 2017. The motion carried 4-0-1 (Mr. Hogan abstained).

Meeting Minutes of 10/31/17

**MOTION:** Ms. Modica made a motion to approve the Meeting Minutes of Tuesday, October 31, 2017. Seconded by Mr. Hogan. The motion carried 5-0-0.

Executive Session Meeting Minutes of 10/30/17


**MOTION:** Ms. Modica made a motion to approve the Executive Session Meeting Minutes for October 30, 2017. Seconded by Mr. Shaw. The motion carried 4-0-1 (Mr. Hogan abstained).

**VIII. ADJOURNMENT: NEXT REGULAR BOARD OF SELECTMEN'S MEETING: 12/11/17**

**MOTION:** Mr. Piccirillo asked for a motion to adjourn the meeting. Mr. Hogan so moved. Seconded by Mr. Shaw. Motion passed 5-0-0.

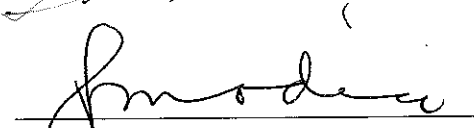
Minutes respectfully submitted by Ellen Welch.


November 27, 2017 Minutes approved by the Board of Selectmen:

  
Justin Piccirillo, Chair & Clerk

  
Jeffrey Shaw, Vice-Chair

  
James Hogan, Selectman

  
Jennifer Modica, Selectman

  
Peter Baghdasarian, Selectman

Date Approved: 11/27/17

## Interim Town Manager's Report

November 27, 2017

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This is the second report of my tenure as Interim Town Manager for the Town of Uxbridge. In the last two weeks I have:

- Met with Kristin Black and Alan Hanscom (BETA) to discuss the South street litigation.
- Participated in the Public Safety Committee meeting on November 15
- Had a brief introductory meeting with the Finance Committee Chair. Will be attending the December 12 Finance Committee meeting
- Met with Benn Sherman to familiarize myself with the DPW and issues related to the water and waste water needs of the town
- Met with a representative of Ameresco to discuss the potential for solar energy development on Sutton Street. I am currently preparing an RFP for advertisement.
- Met with Susan Franz to discuss Economic Development
- Prepared a draft job description for the Economic Development position. I hope to advertise it this week.
- Held a meeting with the Finance Team. Agenda attached.
- Prepared job description for Town Accountant. The Town should advertise for a permanent replacement ASAP.
- Received report on Capital Planning from the DOR. I will schedule a briefing for the Board at the next meeting
- Reviewed Town Charter and By-laws relative to the position of Finance Director and find that it was never legally created in accordance with the by-law or charter. The town should consider whether the position is necessary either through internal analysis or with the assistance of the Department of Revenue

General observation: my efforts to develop job postings reveal a lack of uniformity in job descriptions, personnel plan, or salary classification system. In fact, at least one current position had no description. The town should develop a uniform method of describing and classifying its positions. I will do some work on this as time allows.

This week, in addition to the above, I will continue meeting as many employees and committee chairs as possible, follow-up on actions taken by the Board.

Respectfully submitted,

David A. Colton

Interim Town Manager