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**TOWN OF UXBRIDGE
BOARD OF SELECTMEN MEETING MINUTES
BOARD OF SELECTMEN MEETING ROOM
21 S. MAIN STREET, UXBRIDGE, MASS
MONDAY, SEPTEMBER 24, 2018 – 6:30PM**

Received by
Uxbridge
Town Clerk

**&
WATER AND SEWER COMMISSIONERS MEETING**

Meeting is recorded.

Present: Jennifer Modica/Chair, Susan Franz/Vice Chair, Brian Plasko/Clerk, Jeffrey Shaw/Selectman
Also Present: Angeline Ellison/Town Manager

1. CALL TO ORDER 6:30 p.m.

2. ANNOUNCEMENTS

- 1) Volunteers: Please see the Town Manager's office for a list.
- 2) Fall Annual Town Meeting: Tuesday, October 23rd at 7:00 pm at Valley Chapel 17 Hunter Road
FinCom will hold public hearings on Tuesday 10/2, Thursday 10/4, and Tuesday 10/9. Due to the size of the warrant, one meeting may only be needed. Meetings will be posted.
- 3) Uxcellent News
 - Donna Hardy, Dynamic Douglas Day thanked Selectman Jeff Shaw for attending their event.

3. CITIZENS' FORUM

No one wished to speak.

4. BUSINESS

- 1) School Committee Joint Meeting – School Board Appointment
Ms. Modica stated no one applied for the open position and the agenda item will be passed over.
The seat will be elected in May for a one-year term, election papers will be available in February.
- 2) CMRPC McCloskey use proposal
Ms. Modica reminded residents that last spring the School Committee voted to make McCloskey surplus, the school was closed in June. The School Committee will take a vote to turn it over to the town in the future. Trish Settles from CMRPC was present. CMRPC visited McCloskey in August to see how they can help the town determine building reuse. Ms. Settles presented a draft proposal to the Board. Process would take about 6-8 months. Ms. Franz mentioned that the Board received an additional quote from The Educational Alliance. Mr. Plasko noted that the Veteran's Memorial should be part of the proposal. Ms. Ellison mentioned that the town was looking at alternative interim uses. The Board had a discussion on the proposal cost and how the new planner's involvement could reduce costs. The Town Manager will move forward with CMRPC and negotiate some of the monetary costs and figure out funding based upon what the School Committee does at their next meeting.
- 3) CMRPC Energy reduction plan

CMRPC was present to review the plan. The Energy Reduction plan is one of the criteria and the last piece for the Green Community Certification. This is a strategic plan to reduce energy use

plan by 20%. CMRPC talked about best practices, changing out vehicles, and swapping lightening to LED's. Ms. Ellison has spoken with National Grid independently of the Green Community Initiative to switch street lights to LED's. Ms. Ellison will present more information to the Board about buying the street lights as it becomes available. Ms. Ellison thanked Kristin Black for her efforts spearheading the Green Community Initiative. CMRPC stated that once the designation has been awarded to the town, the town will receive \$125,000 and additional algorithm will be applied and then it adjusts additional funding to the town. Once upgrades are made and the grant is spent, the town can continue to apply for additional grants up to an additional \$200,000.

4) Municipal Idling Policy: 2nd Reading

Ms. Ellison stated this is best practices for the Green Community Initiative. **MOTION: Ms. Franz move to approve the second reading of the Municipal Idling Policy. Seconded by Mr. Shaw. The motion carried 4-0-0.**

5) FEMA flood map for 775 Millville Road/Letter of Acknowledgment (*taken out of order after 6. Town Manager Update Cellular Tower*)

This is to address an order of conditions that were put in place but Conservation in 2001 now they have an enforcement order because the berm was breached between 2001-2010 when the flood maps were changed. Attorney McCarthy presented for Immanuel Corp. Attorney McCarthy stated that this goes back to 2016 when Steve O'Connell informed them that a portion of their property was now designated in a special flood plain hazard area because a prior operator had excavated in a certain portion of the property causing a breach of two earth and berms. Approximately 29 acres is now designated in a special flood plain hazard area. There is a procedure with FEMA that is called a CLOMR-F application that allows restoration to the earth and berm and seeks a request to change the flood maps. In 2016 and 2017, the CLOMR-F application was done but FEMA requested revisions and the applicant had to refile. Part of the process is that the community sign the community acknowledgment form. The Board asked several questions of Attorney McCarthy. Ms. Ellison stated that the flood plain purview falls under the Town Manager. The Town Manager asked that the Board to review and vote upon it. Mr. Sherman mentioned that the request is a formality and the intent is a community acknowledgment and the applicant is following federal, state, and local regulations as it pertains to the flood way. Mr. Sherman stated that this is a private site and we are the local managers of the flood plain. **MOTION: Mr. Shaw made a motion to have the Town Manager sign the FEMA CLOMR-F Application letter of acknowledgment. Seconded by Ms. Modica. The motion did not carry 2-2-0 (Ms. Franz and Mr. Plasko opposed).** The decision falls under the Town Manager, Ms. Ellison will speak with Attorney McCarthy tomorrow regarding her decision.

6) Donations: Accept Donations from Police Department

Ms. Ellison reviewed the following donations for the Police Department:

- \$100 donation from Thomas Bentley for the dress uniform account in memory of the late Chief Emerick
- \$100 donation from William and Ellen Marinello for the dress uniform account in memory of the late chief John Emerick
- \$100 donation for the dress uniform account in memory of the late Chief John Emerick

- \$50 from Charles Paskewicz in memory of the late chief John Emerick
- \$100 from Marc Emerick in memory of John Emerick.

MOTION: Mr. Plasko move that the Board accept the previous stated donations to the Police Department with gratitude. Seconded by Ms. Franz. The motion carried 4-0-0.

7) Discussion of town property - Uxbridge Quarry

Ms. Ellison stated that someone has shown interest in purchasing the town quarry. The intent is not to do anything with the property but preserve it as is. Ms. Ellison is looking for feedback to see if there were any restrictions. The Town Manager will investigate the property. Sale of town property would have to go before Town Meeting. Ms. Ellison also mentioned that someone is interested in the old fire station. A RFP would be needed, Ms. Ellison will obtain more information.

8) **Public Hearing:** Vote to layout Walnut Grove Street

Citizen's Petition to approve road at Fall Town Meeting. John Palmer, McIntyre Loam, present and representing Walnut Grove. Mr. Palmer noted that the Planning Board voted Determination of Completeness contingent upon making handicapped ramps ADA compliant. Ms. Modica reviewed some concerns on the memo from DPW. No one from the public wished to speak. Ms. Modica closed the public hearing. **MOTION: Mr. Plasko move that the Board vote to approve the layout of Walnut Grove Street. Seconded by Mr. Shaw. The motion carried 4-0-0.**

9) **Committee Appointments:** *(taken out of order after 9. Licensing)*

a) Council on Aging: Gail Boutiette

The Board commented on the applicant. **MOTION: Ms. Franz made a motion to appoint Gail Boutiette to the Council on Aging. Seconded by Mr. Plasko. The motion carried 4-0-0.**

b) Poll Worker: Karen Gervais-Maguire

MOTION: Mr. Shaw made a motion to appoint Karen Gervais-Maguire as a Poll Worker. Seconded by Mr. Plasko. The motion carried 4-0-0.

10) **Licensing:** *(taken out of order after 7. Public Hearing: Vote to layout Walnut Grove Street)*

a) Common Victualler License: Ownership Change – Depot Café Inc., 11 S. Main Street.

Matt Tyrrell owner present. The Board reviewed the packet. **MOTION: Ms. Franz move to approve the transfer of the Common Victualler License, the ownership change for Depot Café Inc. Seconded by Mr. Shaw. The motion carried 4-0-0.**

b) Entertainment License: Serendipity, 515 Douglas Street

Tracy Sharkey present for Serendipity. Ms. Modica stated that the first liquor license was issued in 2014 but there was no entertainment license issued. Serendipity is limited to 6 non-food events per year due to not having a sprinkler system and must obtain a special permit by Fire for each event. ZBA stipulation outdoor entertainment deadline 9pm. **MOTION: Ms. Franz move to approve the entertainment license for Serendipity Room with the**

stipulation that outdoor events end at 9:00 p.m. Seconded by Mr. Plasko. The motion carried 4-0-0.

The Board discussed Serendipity's liquor license. The Board had taken a previous vote to change the manager. Catherine Olsen will now remain on as the manager. **MOTION: Ms. Modica made a motion to rescind the vote for the change the manager for the Serendipity Room that was previously made by the Board of Selectmen in March/April 2018. Seconded by Mr. Shaw. The motion carried. 2-0-2 (Ms. Franz and Mr. Plasko abstained).** Ms. Ellison will double-check rescind procedures with counsel.

11) Waiver Right of First Refusal Vote – Lot 4, 1012 Hathaway Lane

Ms. Modica noted that this property came before the Board a couple years ago. This land is 61c Forestry, the Board has to have the right of first refusal. **MOTION: Ms. Franz made a motion to accept the Right of First for Garrick Hathaway, Hathaway Realty Trust recorded in Book 23030, Page 163. Seconded by Mr. Plasko. The motion carried 4-0-0.**

5. ACTING AS WATER AND SEWER COMMISSIONERS

1) Water meter replacement funding

Ms. Modica mentioned that at the spring 2017 Town Meeting, the town voted to use retaining earnings for what has been saved up for the meter program. Ms. Franz was interested in seeing if the Board was interested in transferring to capital projects. Ms. Franz would like to see a plan to use it or have the funds returned to retained earnings. Ms. Modica stated that Benn previously stated that they would be putting the water meter out to RFP later this fall. The Board had a discussion on the benefits of the replacement project. Ms. Franz stated that if we budget a project we need to budget the FTE for the project. Mr. Sherman commented on staffing and noted that an engineer was hired this past June. Mr. Sherman talked about recent updates to technologies. Mr. Sherman anticipates the bid and award to be done before the end of the year. The goal would be to have all the meters replaced in less than a year. The Board took no action on the replacement funding.

2) Water/Sewer senior rate payer discussion

Ms. Franz provided the Board reading materials at the meeting. *Mr. Shaw departed the meeting at 8:33 pm.* Ms. Franz provided an overview of seniors living in the community. Ms. Franz highlighted options available to reduce rates. *Mr. Shaw returned at 8:36 p.m.* Ms. Franz discussed a \$500 credit per year. Ms. Modica stated that last year, the CPA (Community Preservation Act) was voted down, this would have given a discount of \$100 per year. Ms. Modica stated that the discount would come from the taxpayers in town. The Board discussed the senior work-off program. Ms. Modica noted that if the Water Commissioners approve the rates on Thursday night at the Public Hearing, the rates will dramatically drop for low water users. Mr. Sherman handed out a usage rate chart. Ms. Modica noted that the expected costs for a low usage users bill would go down \$66 a quarter for the first year (\$267 per year savings). The Board had a discussion on the discount and setting the rates. Barry Desruisseaux voiced concern about previous rates social clubs were paying. The proposed rate change would change it to usage and their rates will drop substantially. Ms. Franz would like to continue to move forward with looking at other programs that are available to assist seniors.

6. TOWN MANAGER UPDATE

- Cellular Tower *(taken out of order after Business 4 Municipal Idling Policy)*
Ed Pare, Brown Rudnick on behalf of American Tower. Looking for a piece of property in Uxbridge to build a tower. Areas of interest might be near McCloskey School area or near Hazel Street and wanted to see if the town wanted to host a site. If the town has no interest in hosting, then they have located a private site. The Board would like to look at a proposal through an RFP.
- Denise Delannoy retired on Thursday. Ms. Ellison thanked Denise for her help and work serving Uxbridge for 18 years. We are looking to fill this position working with the Board of Health.
- Town Treasurer/Tax Collector resigned on Thursday to pursue other career opportunities which leaves a vacancy. Working on finding an interim.
- Ms. Ellison updated the Board on the transitions of Chief Montminy, Michael Gallerani/Economic Development Coordinator, The Council of Aging Director, and Town Accountant.
- Mr. Plasko voiced his concern about employee turnover. Ms. Ellison and the Board commented on the recent turnover. Ms. Modica stated that the Board has a complaint policy. Ms. Modica will ask town counsel to review and work with Ms. Ellison on creating one policy for the town.
- Legal bill: Ms. Ellison stated that the Board had voted to pay out of town counsel fees \$4,000 for an expert engineer testimony in court. The invoice is from BETA for the Richardson case. The invoice came in over that amount the Board voted. The Board reviewed the invoice. Ms. Ellison will get better clarification on the total amount of the invoice and will confirm what the services were for. Ms. Ellison will bring it before the Board at an upcoming meeting.
- Town Counsel Policy - Ms. Modica stated the red line copy of the policy will be provided for the second reading at the next meeting.

7. MEMBER ISSUES

None

8. MEETING MINUTES

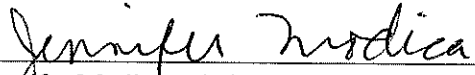
Will be provided at the next meeting.

9. ADJOURNMENT:

MOTION: Ms. Franz move to adjourn the meeting. Seconded by Mr. Shaw. The motion carried 4-0-0.

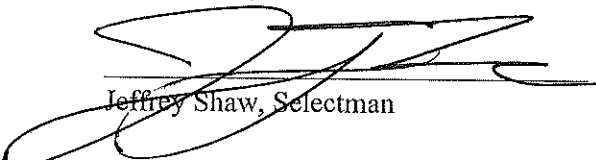
Minutes respectfully submitted by Ellen Welch.

September 24, 2018 Minutes approved by the Board of Selectmen:


Jennifer Modica, Chair


Susan Franz, Vice Chair


Brian Plasko, Clerk


Jeffrey Shaw, Selectman

Date Approved: 10/9/18