

Members present: Kevin M. McCormick John B. DiPietro, Sr.
Alexander Fallavollita, Sr.
Members absent: Christopher A. Rucho
Allen R. Phillips

Mr. McCormick convened the January 3, 2007 meeting of the Board at 7:00 p.m.

Read and acceptance of Minutes From Previous Meeting

Motion Mr. Fallavollita to accept the meeting minutes of December 20, 2006, seconded by Mr. DiPietro, all in favor.

John K. Westerling, Director Of Public Works

1. Update on sand screening

On an item Mr. DiPietro asked Mr. Westerling to look into, Mr. Westerling reported that he has been contacted by David Mercurio, a contractor in town, who expressed an interested in using own his equipment to screen sand at the Oakdale gravel site. He understands that if cost of the services is more than \$5,000 three quotes will be required. An Earth Removal Permit is also needed.

Mr. Fallavollita warned Mr. Westerling that there is a lot of clay at the site, which they discovered twelve years ago when they dug test holes. He recommends digging test holes and pointed out the fact that there is more gravel material to the left on the site. He also noted that according to the Gravel Removal Bylaw the grade needs to remain ten-feet above the water table, and he believes the town was under an order to grade and re-loam the area. Mr. Mercurio has indicated that there is a substantial amount of sand. Any proposal Mr. Westerling enters into will be on a cubic yard basis. He will update the Board as he moves forward with the process, which will take place next year.

2. Status of sewer connections

To date there have been 1,500 connections and 260 remain to connect. Once the deadline for connection was announced by the Board of Health a lot of homeowners put off their connections. None of the undevelopeable parcels are included. Sewer bills are going out on time and they have also sent out demand notice.

3. Update on Connection Loan Program

As of the end of December all the areas eligible for the loan program expired. In order to be eligible for the July 1, 2007 extended deadline, you were required to have all paperwork into the DPW by December 31, 2006.

4. Waste Reduction Grant Agreement with DEP

The town received a grant through the Department of Environmental Protection in the amount of \$4,095.00. We will be receiving consumer education mailers, home composting bins, home composting brochures, junk mail reduction kits, and kitchen scrap buckets. In order to receive the funds the Chairman needs to sign the required paperwork.

Motion Mr. Fallavollita to authorize the Chairman to sign the Agreement, seconded by Mr. DiPietro, all in favor.

5. Reserve Fund Transfer for tree removal

The budget for tree removal was \$2,448 and was spent by October 23 as it only covered the removal of two or three large trees. We have \$677.00 remaining in an appropriation, and we have a dead tree on Woodland Street, which will cost \$1,000 to remove and an additional \$200 for a police detail. Mr. Westerling is requesting \$2,500 to cover any other dangerous trees calls, which may come in.

Mr. Fallavollita questioned if this was a vendor contract. Mr. Westerling explained that next year he plans to budget \$10,000 for tree removal services. Mr. Fallavollita recommends going to the Reserve Fund for \$7,500, and if the funds are not spent they can be turned back at town meeting.

Motion Mr. Fallavollita to transfer \$7,500 from the Reserve Fund to DPW purchased services for tree removal, seconded by Mr. DiPietro, all in favor. Mr. Fallavollita asked Mr. Westerling to write a letter of explanation to the Finance Committee to accompany the transfer documents.

Mr. DiPietro requested Mr. Westerling look into the absenteeism in his department as he has concerns when he signs the payroll and sees his men had 70 sick hours and 40 vacation hours during the December pay period. He also sees a lot of two-day sick outs for senior men, and when the senior man is out other employees are compensated more to fill in for them, which costs the taxpayer more. Mr. Westerling explained that he keeps a log of all the hours taken and the men are given a set number of sick time they can earn. If they take more than three days in a row they are required to bring in a physician's note. Mr. DiPietro recommends Mr. Westerling invoke the clause in the contract that if employees take too many two-day periods as sick he could require a physician's note for two-day sick periods. Mr. Westerling also explained that all the men are entitled to vacation time. He noted that when the new union contract was negotiated we put into the contract that if they did not take any sick time for three months they would earn an extra personal day; however, only one person has taken advantage of that benefit. Mr. DiPietro feels that if Mr. Westerling does not have the people at work then he cannot get the work done. Mr. Westerling agreed to present the Board with additional information.

Mr. Fallavollita noted that Article 15 on Page 19 of the union contract contains language, which could stop this practice.

Council on Aging

Marcia Cairns, Council on Aging Director and Francis McHugh, Chairman of the Council on Aging joined the Board. Mr. Gaumond explained that the Selectmen expressed an interest in meeting with various boards and committees of the town. He thanked the Council on Aging for the work they did on the Managing for Results Project.

Mr. DiPietro previously raised a question on having the Council on Aging explore the possibility of providing day care. Mrs. Cairns reported that after extensive research she was unable to find any Council on Aging that undertook having a day care facility. The regulations on running a day care facility are extremely stringent and require a much larger space than she has available at the Mixter Building. Staff also would be required to be CORI tested. Mrs. Cairns does not believe there would be enough seniors in town interested, and the people she spoke with were not interested. The volunteers would have to be under the Elder Community Service Program, which she is having difficulty finding people to participate in. In the last six months participants in that program provided 843-3/4 hours of assistance to offices including the Town Accountant,

Treasurer/Tax Collector, Board of Assessors, Town Clerk, Council on Aging, Board of Health, Library and Town Administrator. She has other departments still looking for volunteers. Currently there are 11 participants in the program, which has some income guidelines and to be eligible you have to own your home and live in West Boylston. Someone could work in the program as a volunteer without pay. On a monthly basis six volunteers coordinate the mailing of the Council on Aging Newsletter.

Mrs. Cairns is working with the Salter School on a Wellness Program. They will be doing a Wellness Blood Pressure clinic once a month. She is also planning a health fair for residents in town with involvement by the Police and Fire Departments. She is also looking for someone to teach a tai-chai program. This year they will be aiming more at wellness. Last year they served over 6,500 meals, and all meals on wheels drivers are volunteers. She is still doing outreach and counseling over the phone. Van drivers, their cell phones and yearly physicals are paid through the WRTA contract. We are expecting to get a new van in the Spring. The income tax preparation people will be coming in at the end of the month, and the service is free of charge to anyone who needs it.

Mr. DiPietro asked about daily attendance on activities. Mrs. Cairns' figures are done monthly. Mr. DiPietro asked if the residents of Hillside Village participate. Mrs. Cairns noted that a number of them attend the exercise program.

Mr. DiPietro explained that he visited a Day Care facility in Ithaca, New York, which was fantastic. They hired a professional under the auspicious of the Council on Aging, and the money goes back to the Council on Aging and funds needed items. Mrs. Cairns noted that the Council on Aging is not able to raise money it has to be done through the Friends. Town funds are used for the Director's salary, one-half of her assistant's salary and the phone bill. The remainder of the funds needed are raised by fundraisers or through grants. Mrs. Cairns encouraged residents to contact her at the center.

New Business

1. Presentation of Managing for Results 2005-2006

The Board's agenda package contains the first issue of Managing for Results, which will be published on the web site. Mr. Gaumond explained that the document is a tool to bring us towards better performance in the town.

For year one, all departments were asked to develop a mission statement, which would tie back to the Town's Mission Statement. In August of 2005 we began collecting data of easily measurable information from the Council on Aging, DPW, Board of Assessors, Police Chief, Fire Chief, Computer Administrator and Municipal Assistant. Mr. Gaumond encouraged the Board to review the material and let him know what they would like to see measured. This is intended to build an internal benchmark of a year's performance in West Boylston. It was designed to get department heads to begin to think and create the benchmark level of our community. In the future we should plan to expand our benchmarking by comparing these results to other communities of similar size and demographics. Mr. Gaumond does not know of too many communities who do this to this level, and he hopes to expand this in the future. It may lead down the road to a pilot program from a national organization. This is something done in much larger cities. He feels we can do this type of program no matter what our community size.

The document contains an explanation of the process and some talking points of why we do things. It also contains tables of statistics relating to the Police Department that include categories for arrests, motor vehicle accidents personal injury accidents and stolen vehicles. From that

information we establish our goals and one of the goals may be reduce the number of stolen vehicles. We would work with the Police Department to develop strategies to attain that goal and continue to measure that item. Once we have built up a number of years of data we can start budgeting for the goals. We should be able to use this information to be innovative and save money. Mr. Fallavollita suggested measuring the electric bills for all our facilities. Mr. Gaumond encouraged Board's comments and suggestions.

Mr. DiPietro questioned why DPW sick time was measured from October of 2005 through September of 2006. Mr. Gaumond explained that prior to Mr. DiPietro being on the Board, the Board decided this was something that would be meaningful to measure. Mr. DiPietro would like Mr. Gaumond to have a conversation with Mr. Westerling about excessive absenteeism in his department, as he is concerned there has been no improvement.

2. Designate local official to vote at the January 13, 2007 Mass Municipal Association Annual Business Meeting

Motion Mr. Fallavollita to designate the Chairman as the local voting official, seconded by Mr. DiPietro, all in favor.

MEETINGS AND INVITATIONS

1. On January 15, 6:30 p.m. the Parks Facilities Committee will be meeting. Minutes of their meetings are in the Board's agenda package.

2. On January 17 at 7:05 p.m. the Board of Selectmen will be meeting with members of the Housing Partnership, Zoning Board of Appeals and Planning Board to discuss status of 40B Projects and strategies for future. Mr. Gaumond encouraged the Board to review the 40B Guideline booklet, which he provided to them, prior to the meeting. Mr. DiPietro voiced concern that this discussion may be lengthy and suggested dedicating the entire evening to this one item. It was agreed to begin the meeting at 6:00 to review the must deal with items, and dedicate the remainder of the evening to the 40B discussion. Mr. Fallavollita voiced his concern that every community is required to have 10% of its housing deemed affordable and as the town grows you are always catching up. He would like to get the legislators in to meet with the Board one more time and ask them to do away with 40B for towns with populations under 10,000.

SELECTMEN'S REQUEST AND NEW BUSINESS

Mr. DiPietro thanked Mr. Gaumond for his letter on the handicapped parking space at the Post office. He visited the site and could not find the signs that indicated where the spots were. He has turned the mater over to the Building Inspector who will investigate further.

Mr. DiPietro asked Mr. Gaumond to find our if we have oil analizations for all our trucks and vehicles in the DPW and Fire Department

Messrs. Fallavollita and McCormick have nothing.

Motion Mr. Fallavollita at 8:25 p.m. to go into executive session under the provisions of Massachusetts General Laws Chapter 39, Section 23b, Parts 3 and 6 to discuss strategy with respect to contract negotiations and to consider the purchase, exchange, taking, lease, or value of real property, and the Board will not be going back into open session, seconded by Mr. DiPietro. Roll call vote: Mr. DiPietro yes, Mr. McCormick yes.

Motion Mr. Fallavollita at 9:00 p.m. to come out of executive session, seconded by Mr. DiPietro. Roll call vote: Mr. Fallavollita yes, Mr. DiPietro yes, Mr. McCormick yes.

With no further business to come before the Board, motion Mr. Fallavollita at 9:10 p.m. to adjourn, seconded by Mr. DiPietro all in favor.

Respectfully submitted,

Approved: January 17, 2007

Nancy E. Lucier

Kevin M. McCormick, Chairman

Alexander Fallavollita, Sr., Selectman

John B. DiPietro, Sr., Selectman