

Members present: Allen R. Phillips Christopher A. Rucho
 Valmore H. Pruneau Kevin M. McCormick
 John B. DiPietro, Sr.

Mr. Phillips convened the meeting at 7:00 p.m.

Read and acceptance of Minutes from Previous Meeting:

Motion Mr. McCormick to approve the meeting minutes of October 15, 2008, seconded by Mr. Rucho, all in favor.

Motion Mr. McCormick to approve the meeting minutes of October 20, 2008 as written, seconded by Mr. Pruneau, all in favor.

Motion Mr. McCormick to approve the meeting minutes of October 23, 2008 as written, seconded by Mr. Pruneau, all in favor.

Motion Mr. McCormick to approve the meeting minutes of October 29, 2008 as written, seconded by Mr. Rucho, all in favor.

West Boylston Wins Performance Measurement Award of Achievement

Mr. Gaumond presented the Board with a plaque from the ICMA Center for Performance Management. The Certificate of Achievement award is presented to West Boylston, Massachusetts in recognition of its use of performance measurement in local government management, including training, verification and public reporting. Presented at the 94th ICMA Annual Conference in Richmond, Virginia on September 21, 2008 and signed by the Executive Director, Robert J. O'Neill, Jr., Edwin C. Daley, ICMA President and Michael Lawson of the ICMA Center for Performance Measurement. In addition to the plaque he provided the Board with a framed listing of those communities ICMA will be recognizing for 2008. The award recognizes the Town of West Boylston for the performance measurement program we adopted three years ago. We track our performance in certain key areas and in the next couple of months Mr. Gaumond will be presenting the Board our third annual report. For such a small town with no staff or budget to devote to this project, we were able to put together a project worthy of recognition from the ICMA.

Mr. Phillips noted that West Boylston is the only community being recognized in New England. Mr. Gaumond's goal is to complete four years and then we will create benchmarks and compare them to other municipalities across the country. He recognized his department heads and Fire Chief Pauley who is in the audience this evening for being a loyal participant of the program. The two criteria Mr. Gaumond used for selecting what to track was will it be easy to measure and will the data be meaningful and important to us. There are some departments which are not measuring anything at this time. This year the Library began reporting on circulation and numbers of patrons. The previous two reports are on the town's web site under the Town Administrator's page.

William Fay – Land Purchase

William Fay joined the Board. Several years ago he approached the Board to purchase a piece of property in town which abuts his funeral home. After going back to town meeting several times, the legislature finally approved the sale of the property and we are free to transfer it to Mr. Fay. Town Counsel is in the process of drafting the necessary documents for the transfer. Mr. Fay he has been maintaining the property since 1992 and has an irrigation system on the property. When Mr. DiPietro asked him what he intends to do with it, Mr. Fay indicated that he might just leave it the way it is. The amount of money for the transaction was stipulated in the warrant article approved at town meeting.

NEW BUSINESS

1. Concurrence on the appointment of Timothy Duplin, 254 Woodland Street to the Parks Commission effective November 7, 2008 for a term to expire on April 30, 2011

Mr. Gaumond met this individual, who was the only applicant and we now have a full Commission.

Motion Mr. Rucho to concur with the appointment, seconded by Mr. Pruneau, all in favor.

2. Concurrence on the appointment of Brenda Bowman, 18 Crescent Street to the Affordable Housing Trust effective November 7, 2008 for a term to expire on June 30, 2009

Motion Mr. McCormick to concur with the appointment, seconded by Mr. Rucho, all in favor.

3. Concurrence on the appointment of Brenda Bowman, 18 Crescent Street to the Housing Partnership effective November 7, 2008 for a term to expire on June 30, 2009

Motion Mr. Pruneau to concur with the appointment, seconded by Mr. McCormick, all in favor.

4. Review invitation to join Suburban Coalition

Each year the Board receives a notification from the Suburban Coalition with a request to join their organization. They lobby the legislature for various issues of importance to local government. In the past the Board has declined the invitation because we already belong to the MMA. Mr. Gaumond recommends we decline again this year.

Motion Mr. McCormick to decline the invitation, seconded by Mr. DiPietro, all in favor.

5. Review Community Goals submitted for 2009

Since Mr. Gaumond has been in West Boylston he has extended an invitation to the citizens of the community to submit goals. He would like to extend the deadline for a little while longer since the Board has yet to do their goal setting exercise and welcomes citizen input on goals for next year.

6. Consider request from the Open Space Advisory Committee to change its name to the West Boylston Open Space Implementation Committee

Mr. Gaumond explained that the Open Space Advisory Committee was formed to update the Open Space Plan and now that they have accomplished that they would like to change the focus of the committee slightly to focus on the implementation of the plan. Their proposed mission statement is, "to increase awareness, coordinate, and implement the Open Space and Recreation Plan initiatives by acquiring, preserving and managing open space and recreation opportunities to ensure public health and safety, maintain West Boylston's character, provide a wide range of recreational opportunities, promote agriculture, and protect wildlife habitat in a fiscally-responsible manner." One of the members of the committee plans to attend the meeting this evening should the Board have any questions. Board members indicated they had no questions.

Motion Mr. Rucho to grant the request from the Open Space Advisory Committee to change its name to the West Boylston Open Space Implementation Committee, seconded by Mr. Pruneau, all in favor.

John Westerling, Director of Public Works**1. Winter Operations**

The DPW's Emergency Snow & Ice Removal Policy is being presented to the Board for their ratification. It is the same plan we have been operating under for the past several years. Mr. DiPietro questioned the amount of snow and salt distributed. Mr. Westerling noted that the sanders will be calibrated before snow fall. Mr. DiPietro suggested having the drivers go down the center of the street and go into the bedroom communities no later than 1:00 a.m. or before 4:30 a.m. Mr. Westerling voiced concern over the driver going down the center of the street on a dangerous curve as the driver would have to take that into consideration.

Mr. Gaumond explained that every year we have a discussion on the DPW's Emergency Snow & Ice Removal Policy prior to snow season so the Board has an opportunity to amend the policy should they feel there is a need and to let the residents of the community know there is a policy in place in town. Mr. Phillips agrees that there are less people on the roads between 1:00 a.m. and 4:00 a.m., however, some people work third shift and we probably wouldn't save a lot of money. The two areas Mr. DiPietro is thinking of are Horseshoe Drive and the Bunkerhill area as the salt has a two hour and forty-five minute melting factor. He would change this practice only during a regular snow storm and not for a black-icing event. He thinks during the course of the winter we will save some salt as last year we spent \$108,000 on salt.

Mr. Pruneau asked Mr. Westerling when he calls out for sand does he send out one or two trucks. Mr. Westerling explained that in the snow control policy there are different types of storms and conditions. His question when the dispatcher calls him is, 'is it town-wide?' If it is, he sends out five trucks. If it's just spotty, one truck goes out to Goodale, Lee and Thomas Streets, and they will check other hilly areas as they get a four-hour minimum. It is decided on through a discussion between Mr. Westerling and the dispatcher. Town-wide takes five trucks and two hours per sander. Mr. Phillips suggested getting a report from the Police Department for the number of weather-related motor vehicle accidents and the times.

Mr. DiPietro asked if the drivers can sand with their plows on. Mr. Westerling explained that they can raise the plow and sand and all sanders are stored in the garage without the plows as they do not fit into the garage with the plows on. They sand and come back in and put on their plows. Mr. DiPietro asked if the drivers pass in and out of Edwards and the Middle/High School when they are doing the Central/Crescent Street area. Mr. Westerling explained that during an active snow storm he has one vehicle dedicated to the schools. If we do not have to bring them in we do pass through and spread sand. Mr. DiPietro noted that there are a lot of private streets in town we do not plow and asked if we keep their intersections open. Mr. Westerling explained that they take no action on those intersections and we do not plow private streets. Mr. DiPietro would like the truck to head in and back the snow off into the intersection in case we have to get an ambulance in. Mr. Westerling noted that both Hillside Village and Angell Brook are plowed by private contractors and he cannot think of any private street which would fall into that category. The DPW also plows the back of the fire station.

Mr. Rucho questioned whether there is anything else in between one and five vehicles. Mr. Westerling explained that sometimes they send out two if it is very icy and that is determined on the phone. Mr. Pruneau feels the system works well and we have a good response time. Mr. Phillips does not think any changes need to be made to the policy. Mr. Rucho agrees. Public safety is our main concern and if we could, we can save money where we can.

Motion Mr. McCormick to leave the policy as is, seconded by Mr. Rucho. Vote on the motion – Messrs. Phillips, Pruneau, Rucho and McCormick yes; Mr. DiPietro no.

2. Plow Drivers

Mr. Westerling has a full complement of drivers. As some are already employees of the town they are required to fill out a Disclosure of Financial Interest by Municipal Employee form, which needs to be approved by the Board of Selectmen. The first employee is Matt Jean of the Cemetery Department, who will operate a town plow.

Motion Mr. McCormick to approve the Disclosure of Financial Interest by Municipal Employee form, seconded by Mr. Rucho, all in favor.

The second is Harvey Hulk an employee of the School Department, who has his own insurance and a rider to cover him, and will be using his own plow at a rate of \$55 an hour.

Motion Mr. McCormick to approve the Disclosure of Financial Interest by Municipal Employee form, seconded by Mr. Pruneau, all in favor.

The last person is Tom Larson of the Dispatch Center. Mr. Phillips recused himself. Mr. Larson will be using his own truck at \$55 per hour and will be dedicated to the school route.

Motion Mr. McCormick to approve the Disclosure of Financial Interest by Municipal Employee form, seconded by Mr. Rucho. Mr. DiPietro asked if any vehicles are in excess of 26,000 gvw. Mr. Westerling advised that we do not. Should there be a work conflict with any of these drivers, Mr. Westerling covers their route. He also noted that the town does not sell diesel to any of the privates for their own vehicles. Mr. Phillips returned to the meeting.

3. Winter Costs

Mr. Westerling reported that the town was very fortunate that the bids for sand came in at last year's numbers by Baldarelli Brothers. We also were able to keep the same snow plowing rates, which we have had for the last ten years. Salt costs increased by 26% to \$68.26 per ton.

4. Snow blowing information

Mr. Gaumond would like to take this agenda item up with the Old Business agenda item. A few weeks ago the Board asked him to investigate different bylaws on snow removal. This discussion first came up when we talked about the possibility of creating new sidewalks in town. Mr. Westerling prepared a map outlining sidewalks we snow blow within twenty-four hours and sidewalks we snow blow twenty-four hours after the storm.

Mr. Gaumond has done a lot of research on how communities approach this. One of the communities he researched was Lexington. They chose not to adopt a bylaw for that purpose. If we were to do this, Mr. Rucho feels it would have to be for everyone who has a sidewalk in front of their house and it would be impossible to enforce. He noted that is what Lexington indicated in their email as how do you know if the person is elderly. In Worcester you have to shovel within so many hours after the storm and you receive a snow fine if you do not. Mr. Pruneau feels one of the problem we have is some of the sidewalks are so close to the curb by the time you plow you would have three feet of snow and somebody would need more than a snow blower to remove that amount of snow. He does not think a bylaw would be fair in those situations.

Mr. DiPietro pointed out the fact that many of the sidewalks in the Franklin Street area are very narrow and that would necessitate the DPW removing the snow from those narrow sidewalks. Mr. Rucho believes this was brought up as a way to cut costs in dealing with the \$1,400,000 deficit. Mr. Westerling explained that for the areas on the map which we snow blow within twenty-four hours, we pull the operators of the snow blowers off of their route while the rest of the crew is still involved in the snow removal operation. The other area is done the next day. The new snow blower, which was purchased last year, has made the operation much easier and Mr. Westerling is hearing nothing by rave reviews. Mr. McCormick recommends continue to do the best we can as a lot of the things are not

going to be done the way they used to be. Mr. Phillips has a problem giving a ticket to somebody elderly and frail because they did not shovel in front of their house.

Mr. DiPietro asked under V. Repair Priorities DPW Garage, of the Policy, if Mr. Westerling has a truck that was down during a snow storm does he have a back up. According to Mr. Westerling if it were a sander, the other sander would cover. If it is a question of a plow they will take somebody who may be ahead of their operation.

5. Announce that John Westerling has successfully completed the Supplies & Services Contracting Certification Seminar in the Massachusetts Certified Public Purchasing Official Program

Mr. Gaumond publically congratulated Mr. Westerling for completing this course. He also noted that he tracks trash and fuel usage for our performance measurement program.

Mr. Rucho asked about the progress of the work at Pride Park. According to Mr. Westerling, next Monday or Tuesday mulch will be delivered and spread around and under the equipment. They also ordered five mats to be placed under the equipment. Mr. Rucho acknowledged Richard Phelps for the work he did on this.

OLD BUSINESS

1. Bylaw improvement suggestion "No one may push, plow, throw, shovel, or blow snow on a public way or push or plow said snow across a public way JD

This item was covered under Snowplowing information.

MEETINGS, INVITATIONS & ANNOUNCEMENTS

1. November 6, 2008 – 1:00 p.m. Pre-proposal conference for the Development of Town Property on Paul X. Tivnan Drive Municipal Office Building – followed by 2:00 p.m. site visit

Mr. Gaumond invited members of the Board to attend the pre-proposal conference.

2. November 19, 2008, 1:00 p.m. – deadline for submission of proposals for the Development of Town Property on Paul X. Tivnan Drive

3. November 13, 2008, 7:00 p.m. – joint meeting of Board of Selectmen/School Committee & Finance Committee

4. Announce that the next meeting of the Board of Selectmen, November 19, 2008 will be held at the Municipal Lighting Plant, 4 Crescent Street

FUTURE AGENDA ITEMS

Messrs. Rucho, McCormick and DiPietro have nothing this evening.

Mr. Pruneau questioned when the biofilter was going to be installed on the Woodland pump station. Mr. Gaumond just saw an email on that and will leave the information in the Board's mail slots. Mr. Pruneau thanked the Parks Department for their work in repairing the fencing. Mr. Kittredge came up with an idea of using the left over mesh to secure the Mixter Building.

Mr. Phillips would like to invite John Regan of DEP in for discussion on re-uses of the landfill.

With no further business to come before the Board, motion Mr. Rucho at 8:15 p.m. to adjourn, seconded by Mr. McCormick, all in favor.

Respectfully submitted,

Nancy E. Lucier

Approved: November 19, 2008

Allen R. Phillips, Chairman

Valmore H. Pruneau, Vice Chairman

John B. DiPietro, Sr., Selectman

Christopher A. Rucho, Selectman

Kevin M. McCormick, Selectman