

**MEETING      BOARD OF SELECTMEN/SEWER COMMISSION      MARCH 3, 2010**

Members present:      Kevin McCormick      Christopher Rucho  
                                Allen R. Phillips      Steven Quist  
                                Valmore H. Pruneau

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

**Read and Acceptance of Minutes from Previous Meeting**

Motion Mr. Phillips to approve the meeting minutes for the February 17, 2010 regular session, seconded by Mr. Pruneau, all in favor.

**School Regionalization Committee**

School Regionalization Committee members Michael Fishbein, Cheryl Carlson, Steven Paige and Jennifer Breen joined the Board for an update.

Mr. Fishbein outlined the duties of the committee which included initiating discussions with adjoining districts to identify options, explore partnerships including shared services, contractual arrangements, specialization and regionalization, and to look at providers of services for vocational training and charter schools. They found that we have a number of outstanding students who face declining opportunities due to limits in budgets and economies of scale. Their report included a list of school districts with similar demographics. The larger schools are producing higher scoring students with a higher percentage of those students attending four-year colleges. They also found that student performance increased by spending more per pupil or by serving a larger population of students.

Mr. Gaumond questioned whether West Boylston has changed over the years as far as when you look at the average SAT score and the number who plan to attend four-year colleges. Mr. Paige stated that they did look at that. One of the things they looked at was the schools the students were accepted into. Mr. Gaumond asked whether the SAT score remains flat. Ms. Carlson advised that they did not get that information.

Mr. Fishbein pointed out the fact that if you look at curriculum you see offerings ranging from 67 to 171 and it is proportioned by school population. The message is a larger number of offerings with more resources for faculty and students with greater size. Mr. Carlson also noted that it may be they are spending more money per pupil and a few of the towns per pupil expense is very similar to West Boylston's per pupil costs. Mr. Phillips questioned whether they looked at other neighboring communities like the town of Clinton. Mr. Fishbein indicated that they did look at that. Ms. Breen noted that Clinton's budget was higher than West Boylston and the other communities were similar with numbers of students and budgets. Clinton fell in the middle and they were not as similar as we would like. Mr. Phillips would like to look at the information for Clinton. Ms. Carlson explained that part of the reason why they took Clinton out is that 30% of the students are not making an AYP (average yearly program) based on MCAS scores.

Mr. Fishbein outlined the budget trends in West Boylston which indicate that due to budget constraints over the past five years we have seen a reduction in courses, instructors and students. The budget has increased 7.1% in five years, and we have had a 15% reduction in staff, and an 11% decrease in students. Without more funding or students, they expect further reductions in class offerings and staff. Ms. Carlson noted that the numbers associated with school choice and vocational education are becoming a serious issue in West Boylston. Ten percent of the student population is opting out of the school system as compared to 2006 it was only 3.8%. Mr. Phillips questioned the percentages other school districts are experiencing. Mr. Paige noted that this is all difficult information to get. Ms. Carlson added that Clinton has a high number going to vocational schools; Shrewsbury

goes to Charter Schools or Mass Academy for Math and Science. Mr. Phillips asked about Berlin/Boylston. Ms. Breen noted that their numbers are not as dramatic as West Boylston. Mr. Paige also pointed out the fact that vocational schools are doing a wonderful job of promoting themselves and there is free transportation and no fees to play athletics. The students still have to meet the same requirements on MCAS. This is becoming a problem for West Boylston and all school systems. When we met with the School Superintendent in Clinton we spent a long time discussing this and students are electing to go to Assabet. Wachusett does not feel they have a large problem with students leaving for a vocational education. They are concerned with students leaving for school choice. Both Sterling and Clinton have school choice. Mr. Rucho questioned whether the 9.6 figure includes the school choice coming into West Boylston. Mr. Paige advised that the School Committee has established 100 as a cap for those coming in. Initially they did that to replace those who left and now that they are dealing with larger class sizes due to budget cuts so the School Committee uses that as a number. Mr. Phillips questioned the funds coming in for school choice and those being paid out for vocational education. Ms. Carlson explained we received \$5,000 for somebody coming in and we paid \$15,500 for each student who leaves to attend Assabet. Mr. Pruneau questioned whether the students are leaving because West Boylston no longer offers any industrial arts courses. Mr. Fishbein noted that next year the projected number of students leaving to attend Assabet is at 72 and we will be forced to cut the school budget for that cost. The larger schools such as Wachusett and Westborough have industrial art courses

Mr. Paige explained that part of our problem is we are a small school system and it is economy of scale. Being a small school system can be wonderful on one hand and when kids opt out we have a small school system and people ask themselves is this what I want for my child. We have to decide as a town the direction we should be going in. Mr. Fishbein reviewed the options that the committee looked into. They met with Shrewsbury, however, due to bussing it would be logistically harder. Wachusett is interested in exploring options available with support of the major boards. Tahanto School Board said no need to discuss regionalization with them. Clinton is interested in a couple of things. They would like to discuss vocational and special education they have 30% in special education and 117 at Assabet. The last option would be to consider West Boylston as a Charter School. Mr. McCormick questioned whether it would be a new Charter School for all grades or just the high school. Mr. Fishbein indicated that they have no idea at this time. Mr. Phillips questioned who the group spoke with at Tahanto. Mr. Fishbein reported that it was the Superintendent, Chairman of Boylston School Board, and Chairman of combined Tahanto School Board. Mr. Paige noted that he was surprised with their reaction, however, they indicated to Mr. Fishbein that they did not want any discussion until they addressed the issue of their new school. Mr. Paige thought the proposal made sense based on where they are right now and it may be that they just have a lot on the table at this time. Part of the problem we run into is who we can talk to. The Clinton Superintendent and Shrewsbury Superintendent in respect to Clinton and Shrewsbury there is no one we really could talk to. If they said it would be great the town would have to create a regional task force. We were very aware of our limitations. Tahanto and Wachusett already have a regional system. As time went on we realized our options were limited as to who we could talk to and the next step they would like to take is talk with Wachusett. They are interested in exploring something. He would like the Board of Selectmen and the School Committee to support them on this. They would like to revisit this in June after they settle the issue of the school board.

The Committee will be speaking with the School Committee at its meeting next week. The Wachusett School Committee voted to meet with the West Boylston Regional Task Force but they turned it over to the educational subcommittee. When they met they were looking for a sign that the

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two major boards understood this is what is going on and there may be a proposal on regionalizing. This is to explore that option as we have not made a decision that Wachusett is who we would be willing to regionalize with. He noted that the Wachusett Regional School District was the first regional district and it was formed 50 years ago.

Ms. Carlson is concerned over where the budgets are going and heading over the next year we do not want the children to suffer. Mr. Fishbein noted that the mathematics do not support that. Mr. Paige hopes to have more numbers and the next time they come to meet with the Board they will have the numbers in black and white.

Motion Mr. Phillips to send a letter of support from the Board of Selectmen to the Wachusett School Board, seconded by Mr. Rucho. Mr. Gaumond suggested that the Committee may want to get a copy from the Town Clerk of the Certificate of Vote following the town meeting vote to explore this issue. Mr. Paige stated that they have explained that to Wachusett, however, they want to make sure that the leadership is also supportive. Vote on the motion – all in favor.

**Barbara Laughlin, Sovereign Consulting**

This item will be tabled.

**NEW BUSINESS**

1. Concurrence on the appointment of John Schlichte, 58 Central Street to the Cable TV Advisory Committee effective March 3, 2010 for a term to expire on June 30, 2011

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

**OLD BUSINESS**

1. Concurrence on appointments to Central Mass Emergency Medical Systems Corporation

Mr. Phillips recused himself.

Motion Mr. Pruneau to concur with the recommendation of the Fire Chief and appoint Christian Koppetsch as the Town Representative and Charles Borowy as the First Responder Representative, seconded by Mr. Quist, all in favor. Mr. Phillips returned.

**MEETINGS, INVITATIONS & ANNOUNCEMENTS**

1. March 5, 2010, 11:00 to 12:20 – Municipal Cabinet Meeting with Lt. Governor Tim Murray at the Middle/High School

Mr. Gaumond stated that he is grateful to the school for allowing us access to the facility for this meeting. A meeting of the Board of Selectmen has been posted should we have a quorum in attendance. In addition public access will tape the meeting so the townspeople can see the state officials working for us in West Boylston.

2. West Boylston is scheduled to receive Common Cause Massachusetts' 2010 e-Government Award with Distinction on Tuesday, March 16<sup>th</sup> at 11:00 a.m. in Hearing Room A-1 at the State House in Boston

This is the third year in a row we will be receiving this award which is for the amount of information we put out electronically. Mr. Gaumond is not sure he will be able to attend the award ceremony. Once they send the award to us he will present it to the Board at a future meeting.

3. The four bylaws approved by the town at the October Town Meeting have been approved by the Attorney General's Office

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The bylaw changes which include, a change in the date of the annual election, the ability to deny certain licenses for failure to pay municipal taxes, to allow for public notice to include advertising the notice on the website and the final change is to not allow any board, committee or commission to meet on any town, state or federal election.

4. The Board has received an invitation to attend BOS a regional Selectmen's meeting in Holden on March 11<sup>th</sup> at the Holden Town Hall, 7:00 p.m. Attendees include Rutland, Sterling, Holden, Paxton and Princeton. Agenda includes the I-190 interchange, which is being promoted by one committee. Messrs. McCormick, Pruneau, Phillips and Rucho indicated an interest in attending.

**Maureen Cowie – Bylaw Committee Candidate**

Ms. Cowie joined the Board. She has lived at 164 Prescott Street since 1987 and she was on the town's website and noted that it is very nice and informative. She was reading the goals for 2010 and the Vision of the Town being a nice place to live and she sent an email to the Town Administrator's suggesting that West Boylston be a smoke-free community. She was listening to one of the Selectmen's meetings and they spoke about the lack of volunteers and she looked at the web site and read the list of openings on town committees and that is when she submitted her application. Mr. Phillips asked Ms. Cowie if she is aware of the fact that the Bylaw Committee does not write the town's bylaws and they review items for the Board to make sure they are in compliance. Ms. Cowie asked the process to make West Boylston a smoke-free community. Mr. Phillips stated that joining a committee to have a one item agenda is probably not a good idea. Mr. Gaumond explained that there are two ways bylaws can be changed on town meeting floors. The first is petition the Board and ask them to include it on the warrant, or get a citizen petition form from the Town Clerk and obtain the required signatures for it to be placed on the warrant. He noted that the Bylaw Committee would not be the right committee to do that, however, if she has a genuine interest in reviewing bylaws that would be the right committee for her. Ms. Cowie stated that smoke is a big health issue. She has dealt with it through the Fire Department and spoke with her neighbors. She would like to try to educate people and she even mailed out 1,000 fliers to inform people about wood smoke because it is a problem. Her concern is when people hear wood smoke they think a fire place and it is romantic. They do not have the knowledge to know the health hazard and the exposure to a couple of hours of wood smoke can trigger a heart attack. Mr. McCormick asked Ms. Cowie if she still would like to be appointed to the Bylaw Committee other than her concern with the wood burning smoke. She would be serving the town by looking over the bylaws to make sure that they are consistent with what they should be. He reinforced that she needs to understand that her idea of the smoke-free community may never be there. Ms. Cowie indicated that she is still interested. Mr. Phillips asked Ms. Cowie if she would like to take some time to research what the committee does. Ms. Cowie would like to volunteer to do something for the town but feels the bylaw committee might not be the right fit. She stated that it is a great town and people need to step up and do something for the town. She will review what the Bylaw Committee does and then if she is still interested she will come back to the Board.

**John Owanisian, Finance Committee Applicant**

Mr. Owanisian joined the Board. He lives at 8 Stillwater Heights and has lived in town for four years. He has two children in the West Boylston High School and he interested in serving on the Finance Committee. He has experience in financing public and corporate work and he is an active member of the Mission Budget in church. He previously served on the Board of Directors of a private nursery school and he is member of the Parks Facilities Committee. He has been a student of the town budget for the last several years. His professional experience is in the computer industry for the last 35

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years. He works for Hewlett Packard and his primary role is introducing new computers into the market. He works on big budget projects and is responsible for all the multi-million dollar computer projects. He is a certified project manager.

Mr. Quist asked Mr. Owanisian if he was CIGMA Certified. Mr. Owanisian stated that he took six CIGMA courses.

Motion Mr. Rucho to appoint Mr. Owanisian to the Finance Committee for a term to expire on June 30, 2011, seconded by Mr. Phillips, all in favor.

**Anthony Gleason, Autowright Complaint**

Mr. Gleason, who residents at 29 Woodland Street joined the Board with John McGrath. Mr. McGrath indicated that he is assisting Mr. Gleason this evening. Mr. Gaumond explained that Mr. Gleason brought forward correspondence to members of the Board of Selectmen regarding two issues he had with a neighborhood business. Mr. McGrath thanked the Board, the Town Administrator and the Building Inspector for handling some of the complaints brought forward already. Most of the issues are parking type issues. The business has been a good business to live next to. They do not work on Saturday or Sunday or late at night. The issue is the right of way at the rear of the property line. Thirty feet has been used for various aspects of the business' disabled cars. Also the vegetated buffer zone occasionally they back vehicles into the buffer zone. Snow removal is pushed into sections of the right of way. When the applicant came forth for his licenses he showed a parking plan for the business. They would like him to follow the parking plan for the business.

Mr. Gleason stated that there is still some snow pushed up into my area. He would like to see vegetation before he sees the cars. Mr. McCormick noted that removing the snow will be difficult as what is there is frozen. Mr. Gleason would like to know how they should handle enforcement. Mr. Gaumond indicated that he would be satisfied if he was copied along with the Zoning Enforcement Officer/Building Inspector. We have done a lot of research on this business and the old meeting minutes. Mr. Gleason indicated that items were a requirement on the license, however, the board only discussed them. We have a good handle of what was expected by the Selectmen on this property and the Building Inspector is prepared to take action when action is required. The first issue was the number of vehicles and the Inspector has checked this on a regular basis. Thus far he has been in compliance with those numbers. When he is in the area he documents the count.

Mr. Rucho noted that the cars in the photo behind the building area gone. Mr. Gleason indicated that they were moved today. The cars are moved slightly off the bushes in the front of the property they are close to the bushes. Mr. Rucho asked Mr. Hadley, the owner of the property if he had any problem with the request and moving the cars from the rear of the building and the trucks off the property line. Mr. Hadley indicated that the thirty-foot buffer zone was surveyed in 2003 and he has records which state that the paper road, formerly called Russell Street, was deeded to his property. Mr. Rucho asked with or without that paperwork, do you have any problem keeping the trucks off of the back of the property and the vehicles back. Mr. Hadley replied no. Mr. Gleason and Mr. McGrath thanked the Board.

**John K. Westerling, Director of Public Works**

**1. Discussion on goal #9 explore alternatives for the town's Sewer Department**

The Selectmen approved the 2010 goals, one of which was to explore alternatives to the town's sewer department. As the sewer contract is due to expire the end of the fiscal year. Mr. Gaumond intention in the goal update was to put the ball into the Selectmen's court for direction as to what the

board would like to explore. Mr. Pruneau, Mr. Westerling and Mr. Gaumond had a DPW liaison meeting yesterday and they discussed the options available. They wanted to have an opportunity to discuss this with the entire Board of Sewer Commissioners to get feedback on what direction they should be looking at. Mr. McCormick noted that this was one of his goals and he and Mr. Pruneau feel that we should be able to save some money in this area. He suggested forming a subcommittee of two members of the Commission to talk to the Water Department along with Mr. Westerling and Mr. Gaumond. Mr. Pruneau offered to serve on the subcommittee to begin the process because he has a relationship with the Commission as he was a former Commissioner. After Mr. Pruneau departs from the Selectmen we could put another member on, or Mr. Pruneau could continue to assist. Mr. Pruneau is amenable to that suggestion.

Motion Mr. Phillips to have Messrs. McCormick and Pruneau go forward with the plan, seconded by Mr. Quist. Mr. Rucho noted that this is only one option. Mr. McCormick intends to look at all options and report back to the Board. Mr. Westerling advised that our Operations and Maintenance Contract with Weston & Sampson expires on June 30. He does not expect there will be a plan in place before then to move forward. He suggested issuing an RFP for a two-year term with an optional third year as any change may include some long-term ramping up. Mr. Gaumond noted that most of the changes would require some major votes outside the Board of Sewer Commission and the Water District Commission. Mr. Pruneau would like to have flexibility in a new proposal. Mr. Westerling is open to a one-year contract with a second year extension. Mr. Westerling noted that if it is just one year it will be higher than a two-year with another one year option.

## 2. Goal #8 renegotiating the trash contract

Mr. Westerling advised that our trash contract expires on June 30<sup>th</sup>. We have the option to extend with Allied Waste for another five years. He has looked at the town purchasing its own trash truck and collecting on our own, however there were issues of vehicle breakdown, personnel costs and insurance. In addition towns that do their own trash collection experience a lot of workers' compensation claims. We could go out with an RFP for a new contract with dual stream recycling. When we went with pay as you throw our recycling went from the low 20's to the low 30's. A new contract would also be subject to a fuel adjustment. Our current contract absorbs that costs. Any new bid would be subject to prevailing wages. If we extend we do not deal with that issue. With single stream there is an additional charge of \$20 per ton and if the market is down you pay to dispose of the items. Single stream requires the large totters and the totters would cost us \$200,000. Since there have been so many questions on why we do not follow Holden and do single stream, Mr. Westerling offered to send out an RFP with two options; one being dual stream and the other single-stream. If they come back with a high number we can always go back with Allied Waste as the contract can be extended at the town's request. It is a one-sided renewal.

Mr. Gaumond noted that they did meet with SWAT about this. Mr. Westerling and SWAT met with several trash disposal companies including Central Mass, Casella and Allied Waste, and SWAT voted not to recommend going with single-stream because of the associated costs and what happens with the recyclables.

Mr. Rucho agrees that we should explore what is available. He noted that Allied Waste does a good job, but we should see what is out there.

## 3. Discussion on the brush dump operations

Over the last few months Mr. Gaumond received a few comments to a questionnaire he included on our town's website regarding the brush dump operations. We recently purchased an on-

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line survey tool and we tested the survey tool to get information from the residents on the operation of the brush dump. Some communities have done away with brush collections, some have adopted fees to dump brush and some still collect brush on the sides of the road. We wanted to get the feeling of the town about the operation of the brush dump. We had 21% respond keep it the way it is and open during the work-week at no charge to the residents, we have 14.5% say open it on weekends and establish a fee to cover the cost and we had 39% say open periodically on the weekends for a fee and at other times during the work week for no fee and only 3% said eliminate it entirely, and 22% said none of these choices seems right. Mr. Gaumond spoke with Mr. Westerling on this and the weekends are problematic for us. We eliminated weekend brush dump operations because of the overtime costs. Comments include open it on the weekend and establish a fee, perhaps \$5 or \$10 for a load of brush.

Mr. Rucho noted that only 62 people voted on the survey. Mr. Phillips is concerned that one person could have replied a number of times. He also does not see a comment on keeping it open and charge a fee on Saturdays Mr. Gaumond noted that the survey tool we have will check your computer and if you vote more than one time it will reject your information. Mr. McCormick sees comments and giving comp time. Mr. Westerling reported that he went to the union and they said no thank you. They only wish to work for wages and are concerned that comp time would be used for other hours worked over their regular time. Mr. Rucho noted that residents have asked about having volunteers run the check in and helping people unload their trucks. Mr. Westerling noted that then you are looking at who is overseeing it. The issue is liability and who will ensure that the item is something that should not be there. There is no accountability with volunteers and we looked at that by using a Boy Scout troop. Mr. Rucho feels we could teach those who want to volunteer and have them sign a release form. Mr. Westerling explained the liability he is looking at is if a residents brings in a bag and puts in with the leaves and then the town's responsibility. This would also typically be a union job and we would have to discuss that. Mr. Rucho asked the cost for the town to do this four times a year. Mr. Westerling estimates the cost to be \$4,000 over the season, it is about \$400 per event. Mr. Rucho asked about \$5.00 stickers. Mr. Westerling looked at sticker in addition to a fee for each load dropped off. Mr. Rucho suggested stickers for the season. He would also like to clarify if there is a release form volunteers could sign as people have asked to volunteer. Mr. Gaumond will share with the Board correspondence he has from Kopelman & Paige which is a negative reaction to volunteering and the liability issue. Mr. McCormick noted that in 2009 we gave our 64 brush stickers. Mr. Westerling explained that it is not an annual sticker and it maybe just new residents coming in to town. If you got a sticker ten years ago it is still good now. Mr. McCormick noted that since 2005 we have given out 269 stickers. Mr. Westerling advised that they have never done a count on use and it could be just 50 people use who it routinely. Their first opening will be in April. It was agreed to include this on the Boards' next agenda. Mr. Westerling noted that collections in April and May could be done during the week. Mr. Phillips asked if the board's package contained all the responses. Mr. Gaumond indicated that it did. Mr. Phillips pointed out the fact that 16 of the responses were for no fee. In his blog and on the first page of the web Mr. Gaumond advertised the fact that we were doing the survey.

**OLD BUSINESS (cont.)**

1. Town Administrator Update on 2010 goals

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Mr. Gaumond presented the Board with a Summary Report on the 2010 Goals. The Board requested a draft plan including time lines to meet each of the goals. He welcomes comments from the Board on his strategy and time lines for achieving the 2010 Town Goals.

Goal #1 is Develop a Marketing Program for West Boylston. The Action Steps include Mr. Gaumond researching marketing plans from other communities, meeting with the Economic Development Task Force to plan the Marketing Plan, and he and the Task Force will present the plan to the Selectmen and Town Meeting in May of 2010. It will take 35 hours of work from Mr. Gaumond and 12 hours from the Task Force. There will be no cost to research and develop the plan and plan implementation cost is unknown at this time. Success is measured by the Plan being approved by the Selectmen and being implemented by the end of the year.

Goal #2 is Gateway Improvement/Beautification. The Action Steps include Mr. Westerling inventorying the gateways in town, and Mr. Gaumond researching gateway programs and possible sponsorships in other communities. He will meet with the board to identify and prioritize targeted gateway during April and he and Mr. Westerling will present the plan to the Board in June of 2010. This goal is estimated to take 24 hours of work from Mr. Gaumond and 24 hours of work from Mr. Westerling. The Board's review will entail an additional two hours. No funding will be required to research this project and the cost for the implementation is unknown at this time. Goal success is measured by Mr. Gaumond presenting the Plan to the Selectmen and having the plan implemented by the end of the year.

Goal #3 is Workplace Discrimination Training, which is the MIIA training Mr. Gaumond intends to schedule the training program in May/June and conduct the training for municipal employees by July. It will take an estimated 24 hours of his time and the cost is estimated at \$50 for refreshments. The goal is to present the training to 75% of all non-school employees by July of 2010.

Goal #4 is Organize the Housing Processes in Town. The Action Steps include Mr. Gaumond speaking with area towns on a regional approach, speaking with CMRPC relative to grants to assist on the project, developing a grant proposal for technical/financial assistance, housing discussions with town boards and stakeholders to identify project goals and objectives. Mr. Gaumond will present the goals and objectives to the Board in June and he and the Housing Partnership will develop a process, policies and procedures by October/November. The time to complete the project is estimated at 38 for Mr. Gaumond, 20 for the Housing Partnership and three hours of review by the Planning Board, ZBA and Housing Authority and two hours of review by Town Counsel. Grant funds will be explored to fund the project and should we not be successful the estimate is \$3,000.

Goal #5 is Improve Parks and Recreation. The action steps include the Parks Commission planning for the Summer Recreation Program, Mr. Gaumond and Mr. Westerling meeting with the Commission to discuss recreation, the Commission and Mr. Gaumond developing a survey for the community to identify recreation needs, Mr. Gaumond and the Parks Commission presenting the proposed budget to the Selectmen and town meeting. Mr. Gaumond, Mr. Westerling and the Commission implementing the program in June, the Program being held in the summer, other recreational programs to be held in November of 2010 and evaluating the program and submitting the results to the Selectmen in November of 2010. The time to complete this goal is estimated at 35 hours of Mr. Gaumond and 30 hours of each from the Commission and Mr. Westerling. The funding for this goal are unknown. It is hoped that the funds for the program would come from the users. Our success will be measured by the parks and recreation needs being formulated and presented to stakeholders, our parks facilities are improved as per the performance plan, at least five recreation programs are offered to town residents and the summer recreation program is offered to town residents.



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Goal #6 is Update the Master Plan. Mr. Gaumond has met with TWPC on the update, and TWPC has separated the chapters. He is working with Karen Paré on a web-based citizen survey which will be ready in March/April. The results will be tabulated and compared to the last survey during the month of May. Chapter updates will be completed in July/August and the Master Plan will be presented to town meeting in October. The updated Master Plan will be printed in October/November and then distributed to town boards and published on the town's website in November. Estimated hours of work include 60 for Mr. Gaumond, 30 for TWPC and three for the Planning Board. Costs are unknown at this time.

Goal #7 is Develop a Housing Production Plan. Mr. Gaumond and the Housing Partnership have contracted with CMRPC to produce a housing production plan. They have also met with them on the Plan, which CMRPC will finalize in June. Both Mr. Gaumond and the Housing Partnership will review the Plan in June/July and present it to the Board, ZBA and Planning Board in July/August. It will take 8 hours of Mr. Gaumond's time, ten hours of review and time from both the Housing Partnership and CMRPC. There will be no costs associated with this goal.

Goal #8 is Renegotiate the Trash Contract. Mr. Gaumond and Mr. Westerling have met on trash options and they have met with SWAT to discuss trash options. They have also met with trash vendors to discuss trash options. Mr. Westerling and SWAT will be preparing a recommending for Mr. Gaumond on trash goals and Mr. Gaumond will meet with Mr. Westerling and the Board regarding trash negotiations strategy in March. Our trash contract will be finished in July. The estimated time to complete this goal is 20 for Mr. Gaumond, 20 for Mr. Westerling, 4 for SWAT, and one hour each for the Selectmen and Town Counsel. The cost associated with this goal will be town counsel's review of the final contract. Success on this goal is measured by having uninterrupted trash service and an approved contract renegotiated by the end of the fiscal year.

Goal #9 is Explore Alternatives for the Towns Sewer Department. Mr. Gaumond will update this goal based with action steps.

Goal #10 Work to Improve Community Preparedness at the Personal Level. Mr. Gaumond intends to establish a task force comprised of the Fire Chief, Police Chief, Council on Aging Director and Deputy Emergency Management Director, to review this task. They will draft a plan and present it to him by June and he will present the plan to the Board by June/July and implement the plan by July. He estimates it will require 5 hours of his time and 12 hours of the work by the Task Force. Success on this goal will be the report presented to the Selectmen and implementation of the plan by the town. No funds will be needed to research and develop the plan.

Goal #11 Explore Options of privatizing more Municipal Services. Mr. Gaumond intends to survey other communities on privatization, establishing an all-department task force to review privation and prepare a report on Privatization for July/August 2010. He estimates this will take 35 hours of his time, and 12 hours for the Task Force. No funding will be required for this goal. Success on this goal will be the report presented to the Selectmen by the end of the year

Goal #12 Continue to Explore Regionalism in all Areas of Municipal Services. Mr. Gaumond met with the Shared Services Committee and intends to establish an all-department task force to review regionalization, prepare a report and present the report to the Shared Services Committee and the Board of Selectmen in the September/October 2010. The time to complete the project is estimated at 35 hours of work for Mr. Gaumond, 12 for the task force and 6 for the Shared Services Committee. No funding will be required for this goal. Success on this goal will be the report presented to the Selectmen and Shared Services by the end of the year.

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The next steps include the Selectmen agreeing with the strategy and timeline followed by the plan being distributed to all the municipal departments and boards. The next update will be on May 19, 2010.

Mr. Phillips questioned the 75% figure on Goal #3. Mr. Gaumond explained that the percentage is set by our MIIA Rewards Program as the threshold at which we would be eligible for rewards. The School Department does their own training on an annual basis prior to the opening of school. Mr. Phillips questions why we would not be able to be at 100%. Mr. Gaumond noted that some employees, such as the police, would be out on a shift working. All employees will be provided with copies of the materials.

Mr. Rucho appreciates the presentation and recommends updating it for the residents. The Board expressed their appreciation of the presentation.

Motion Mr. Phillips to accept the plan, which he feels is appropriate and to instruct Mr. Gaumond to disseminate it, seconded by Mr. Pruneau, all in favor.

Motion Mr. Phillips at 9:12 p.m. for the Board to enter executive session under the provisions of MGL Chapter 39, Section 23b, Part 3 and to discuss strategy with respect to union negotiations and the Board will not be going back into open session, seconded by Mr. Rucho. Roll call vote: Mr. Quist yes, Mr. Pruneau yes, Mr. McCormick yes, Mr. Phillips yes, and Mr. Rucho yes.

Motion Mr. Phillips at 9:35 p.m. for the Board to come out of executive session, seconded by Mr. Pruneau. Roll call vote: Mr. Quist yes, Mr. Pruneau yes, Mr. McCormick yes, Mr. Phillips yes, and Mr. Rucho yes.

With no further business to come before the Board, motion Mr. Phillips at 9:35 p.m. to adjourn, seconded by Mr. Rucho, all in favor.

Respectfully submitted,

Approved: March 17, 2010

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Nancy E. Lucier

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Kevin M. McCormick, Chairman

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Valmore H. Pruneau, Jr., Vice Chairman

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Allen R. Phillips, Clerk

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Christopher A. Rucho, Selectman

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Steven Quist, Selectman