

Members present: Kevin McCormick Steven Quist
Allen R. Phillips John O'Brien
Members absent: Christopher A. Rucho

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

Read and Acceptance of Minutes from Previous Meeting

Approval of the minutes from April 21 will be tabled until the next meeting as there are only two members present this evening who attended the meeting.

NEW BUSINESS

1. Concurrence on the appointment of Gail Radcliffe, 231 Fairbanks Street to the Council on Aging effective May 5, 2010 for a term to expire on April 30, 2011

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

2. Request for part-time employee for the Council on Aging

Mr. Gaumond brings this request before the Board on behalf of the Council on Aging. They would like to create the position of Dispatcher for the senior van. The duties of the Dispatcher were previously done by the full-time Assistant Council on Aging Director until that position was eliminated two years ago. At that time the Director took over those duties. This has put a tremendous burden on the Director who has seen an increase in her duties due to the elimination of the assistant position along with an increase in the number of seniors in town. Funding for the position will be entirely through the stipend the Council on Aging receives from the WRTA. No town funds will be used to fund this position and it will have no impact on the budget. This item is before the Board due to the hiring freeze which the town is under.

Mr. Phillips questioned the reserve of funds and the fact that the position looks like it is an assistant because it will cover for the Director to attend outside meetings and use sick time. Mr. Gaumond explained that the funds are grant funds through the WRTA, which can only be used for the Council on Aging programs. The primary responsibility for the Dispatch position will be to answer the phones and it is possible that the person may end up taking messages for the Director. The Dispatcher will work with seniors who may need a ride to a doctor's appointment and there are no benefits associated with the position. Mr. Phillips wants to insure that the person hired for the position is doing the duties of the position so that the WRTA does not pull the grant.

Mr. McCormick noted that currently we have extra grant money we are not using and he would like to review the need for the new position after one year. He does not want it to make its way into the budget should the grant money not be available. Mr. Gaumond advised that the grant funds are based upon the number of seniors in the community.

Motion Mr. Phillips to approve the request of the Council on Aging to hire a part-time Dispatcher provided that no town funds are used and it is a totally grant-funded position, which will be reviewed on a yearly basis, seconded by Mr. Quist, all in favor.

3. Request for Reserve Fund Transfer in the amount of \$1,350 for Computer/Other Expenses

This request is for an additional 18 hours of services from our Computer Consultant. Over the last couple of months we have taken on a number of projects we did not anticipate when we created the budget. The first project is the Citizen Survey Project and the loading of the project has taken a considerable amount of time we did not anticipate. Mr. Gaumond informed the viewers that the survey

is now live on the town's web site and he encourages all citizens to complete the survey and tell us what they think about living in West Boylston. It is a good opportunity for citizens to explain what they are excited about in the town. The second project is an online permitting program for the town, and the program did not cost the town anything. We did incur some technical costs of about five hours of our consultant's time on this project. The third project is part of our goal to increase our regional efforts. We are working with the School Regionalization Committee on a survey related to school regionalization. That survey is also on our web site until the middle of June. As a result of these projects it would limit the hours available for our consultant during the month of June. Mr. Gaumond noted that one transfer has been made from the Reserve Fund, and that was for the Town Clerk.

Motion Mr. Phillips to approve the request for the Reserve Fund Transfer in the amount of \$1,350 for Computer/Other Expenses, seconded by Mr. O'Brien, all in favor.

4. Request for Intradepartmental Transfer from the DPW Salaries and Wages to Purchase Services in the amount of \$5,000

The request would transfer \$5,000 from Salaries and Wages to Purchase Services as the maintenance line has had a lot of repair issues to deal with this year. Mr. Phillips questioned whether the \$5,000 is the actual total of the repairs. Mr. Gaumond advised that Mr. Westerling indicated that he needs \$4,600 for new brakes on his backhoe and \$400 for a new radiator on a police cruiser. He assumes he has estimates. Mr. Phillips would like to make sure they are estimates as he feels the \$4,600 figure is a bit high. Mr. McCormick commented that he has personal experience with these types of repairs and they are costly.

Motion Mr. Phillips to make sure we have estimates and approve the request, seconded by Mr. Quist, all in favor.

5. Municipal Building Fund Special Act & Creation of the Municipal Buildings Committee

Mr. Gaumond reminded everyone that last year the Board endorsed a program for our future building needs, followed by town meeting approval and the Act Establishing a Municipal Buildings Committee and a Municipal Buildings Fund was forwarded to the legislature for approval. The approval of the Act came on April 23 and according to the Special Act the Municipal Buildings Committee will consist a the Chairman of the Board of Selectmen, Chairman of the Library Trustees, Chairman of the Finance Committee, or their designees and two citizens of the town, for three-year appointments. He asked the Board to select their designee if it is not going to be the Chairman. He thanked Senator Chandler, Rep. O'Day and Governor Patrick for handling our request in such a speedy manner. Mr. McCormick offered to serve.

Motion Mr. Phillips to designate Mr. McCormick to serve on the Municipal Buildings Committee, seconded by Mr. Quist, all in favor.

6. Sign Agreement for Professional Services Between Lenard Engineering, Inc. (LEI) and the Town of West Boylston for On-Call Professional Engineering and Environmental Consulting Services.

Mr. Gaumond report that Mr. Westerling is extremely pleased with the responses he has been getting from LEI and noted that they are very flexible to work with. The contract before the Board has an addendum prepared by Town Counsel, LEI has agreed to the addendum, and it will be a two-year contract from the date of execution. There is a signature page for the contract and the addendum.

Motion Mr. Phillips to approve the Agreement for Professional Services Between Lenard Engineering, Inc. (LEI) and the Town of West Boylston for On-Call Professional Engineering and Environmental Consulting Services, seconded by Mr. Quist, all in favor.

MEETINGS, INVITATIONS & ANNOUNCEMENTS

1. May 10, 7:00 – Meeting with School Committee at Middle/High School
2. May 17, 6:30 – Meeting prior to Town Meeting to be held in Middle/High School Cafeteria
3. Mr. Gaumond noted that Tivnan Drive was turned over to the town when the County was eliminated. Since that time we have been working with our legislators to have Tivnan Drive turned back over to the state. The legislation was passed as an outside section of the house budget and Tivnan Drive has been turned back to the Commonwealth of Massachusetts. He thanked Rep. Naughton and Rep. O'Day for their work on this legislation.

FUTURE AGENDA ITEMS

With regard to the Council on Aging Dispatcher request, Mr. Phillips questioned whether there is a specific person they are looking and whether the Board should be approving the creation of the position and the person in the position as he noted a resume in his agenda package. Mr. Gaumond indicated that action on the hiring is not needed at this time.

Mr. O'Brien commended that Town Administrator and his people for the Performance Measurement brochure recently mailed out to all the households in town. He stated that it is an excellent piece, a way to communicate to the people and it was done at no cost to the Town of West Boylston. Mr. Gaumond noted that the project was part of our Trailblazer Grant which we received last year and no taxpayer money went into it. While preparing the document, he searched the internet for photos of West Boylston and that is how he found the photo of the Old Stone Church, which he recently learned was taken by Lynn Valois. In transferring the photo, it flipped and the Church and flag are backwards, and a couple of people pointed that out. He thanked Ms. Valois for her photo and apologized for mistakenly inverting the photograph. He also thanked Mr. O'Brien for his comments.

Motion Mr. Phillips at 7:30 p.m. for the Board to enter executive session under the provisions of MGL Chapter 39, Section 23b, Part 3 to discuss strategy with respect to contract negotiations, and the Board will not be going back into open session, seconded by Mr. O'Brien. Roll call vote: Mr. Quist yes, Mr. Phillips yes, Mr. McCormick yes, Mr. O'Brien yes.

Motion Mr. Quist at 7:50 p.m. for the Board to come of executive session, seconded by Mr. Quist. Roll call vote: Mr. Quist yes, Mr. Phillips, Mr. McCormick yes, Mr. O'Brien yes.

With no further business to come before the Board, motion Mr. Phillips at 7:50 p.m. to adjourn, seconded by Mr. Quist, all in favor.

Respectfully submitted,

Nancy E. Lucier

Approved: May 19, 2010

Kevin M. McCormick, Chairman

Allen R. Phillips, Vice Chairman

Steven J. Quist, Clerk

John J. O'Brien, Selectman