

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

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

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

Motion Mr. O'Brien to approve the meeting minutes for the April 20, 2011 regular session with two edits, one to reflect his vote on approving minutes from the previous meeting and the other to reflect a statement he made on page two, seconded by Mr. Phillips, all in favor.

**CHAPTER 90 PROJECTS**

1. Announce that the town will be receiving \$299,931 in Chapter 90 Funds

Scott Charpentier of LEI, our on-call engineering firm, joined the Board. Mr. Gaumond announced that the town will be receiving \$299,931 in Chapter 90 Funds and we will be using those funds to plan our next fiscal year road improvements. Mr. Phillips questioned whether that is what we typically receive. It was noted that Chapter 90 Funds have increased about 20-30%, and we will receive about a 29% increase over last year's figure.

2. Consider approving funding for Marsh Hawk Way drainage

Mr. Charpentier and Mr. Gaumond did a site visit to Marsh Hawk Way at the request of a resident on the street who is concerned about drainage, which should be running down a drainage easement, is not, but rather going onto his property. We have a quote from LEI to do a preliminary design and construction bidding in the amount of \$7,500. Included in the Board's agenda package is a letter from Reid Bagley of 17 Marsh Hawk Way regarding the issue. Mr. McCormick questioned whether the funds would come from the new apportionment of Chapter 90 or the older funds. Mr. Gaumond advised that it could be either as they are lumped together.

Motion Mr. O'Brien to approve the expenditure of \$7,550 of Chapter 90 funds for the Marsh Hawk Way drainage project, seconded by Mr. Phillips.

James Coughlin, 11 Marsh Hawk Way, joined the Board. Mr. Coughlin moved in five months ago and is pleased to be here. Part of the reason he moved here was because of the privacy on the lot and he is concerned that it would be diminished by the construction. He had his property surveyed and according to the survey the easement is not on his property. During the winter the plows push four feet of snow into the wooden area and now when people go around the rotary they get lights in their back yard. Mr. Gaumond does not believe the proposed Chapter 90 improvements will have any adverse impact. The original concern was the removal of trees and he does not think there are any plans to do any of those things. This request is to develop a plan to alleviate the drainage problem, and redirect the water to where it should be going on the road.

Mr. Charpentier explained that at the cul-de-sac is in a low point the water is not getting over to the easement area. His first thought was to burm around the area and install a catch basin. The elimination of screening trees would not be a goal. They made it a point to meet with the neighbors to see if they would like the design. It may require the installation of a couple of arborvitaes. Mr. Coughlin is sympathetic to what his neighbor is trying to do. The discharge would be between the two properties and his understanding is if he does any kind of development the Conservation Commission

would need to be notified. Mr. Phillips noted that anything the town does would be reviewed by all the appropriate town boards. While Mr. Coughlin would like to be helpful to his neighbor, he would not like to impact privacy for himself and his wife. Mr. Gaumond stated that the new DPW Director and the town engineer will take Mr. Coughlin's concerns into consideration when they do the project. Mr. Coughlin indicated that he appreciated the Board's time.

Vote on the motion – all in favor.

Mr. Bagley would also like the town to look at the island at the end of the cul-de-sac, as it is an issue during the winter plowing. Mr. Gaumond thinks it is something the engineers can discuss. Mr. Charpentier did not see the island to be problematic as it assists with the drainage in getting the water into the ground. Mr. Bagley explained that the cul-de-sac was built too tight so the plow has difficulty getting around it and as a result the area gets smaller and smaller. He added that they discussed making the island a tear drop shape. Mr. Gaumond offered to add that to the list of things for the new DPW Director to look at. Mr. Bagley does not know if all the neighbors would be in favor of changing the cul-de-sac, but perhaps it should be leveled as the town does not maintain it. Mr. Coughlin likes the idea of the tear drop to be able to keep the tree and provide privacy.

### 3. Consider amending the Route 140 cost estimates

Mr. Charpentier explained that his firm engaged in a contract for engineering drainage, resurfacing and a sidewalk on Route 140 from the railroad track to Maple Street. They have final design drawings and are waiting for school to end to begin the project. When they discussed the project with former Director, John Westerling they discussed the Mass DOT Pavement Design Manual for which you use 3" inches of top and 3-1/2" of binder for a total of 6-1/2" of asphalt. The DPW has traditionally used 1-1/2" on top of 2-1/2" of binder.

Mr. Rucho arrived at the meeting at 7:16 p.m.

Mr. Charpentier feels the DPW's approach will be cumbersome to cracks in the future and if we go with 4" and 6" it will cost an additional \$50,000, which brings the cost to \$466,000 from \$400,000.

Mr. McCormick questioned if going with the thicker coating would eliminating the rippling of the road. Mr. Charpentier indicated that it would as asphalt will slide on underlayment. Mr. Phillips would rather spend more now rather than have to go back and fix it again in a few years. Mr. Charpentier thinks the funds are worthwhile in this section of the road as people move right along.

Motion Mr. Phillips to approve the additional funds for the thicker asphalt, seconded by Mr. O'Brien, all in favor.

### 4. Consider amending the Newton Street drainage plan

Originally when we looked at this last year we estimated this would be \$25,500. They modified the design to include the installation of two catch basins, which increases the cost to about \$55,250. With the increase in the cost, Mr. Gaumond asked the Board if they would like to move forward on the construction. Mr. Charpentier noted that one of the items which increases the cost is the price of \$150 a ton for asphalt in place. The town has annual bids for asphalt in place and he has had communities who come in and pave under their contract. Mr. McCormick noted that the original plan was to pipe down the hill, however, that flow would then impact the neighbor who lives below. Mr. Phillips prefers looking back at the entire project and getting the history of what the Board previously voted. Mr. Gaumond suggested delaying a vote and having the new Director review the situation and come up with a solution. Mr. Gaumond will get the Board the information on the project and report back.

Motion Mr. Phillips to delay action on this project and have the new DPW Director review the situation and provide a recommendation, seconded by Mr. Rucho, all in favor.

5. Consider amending construction administration budget for Fairbanks Street Project

Mr. Charpentier previously met with Mr. Westerling and came up with some figures on what the needs were for this project. The Crescent Street sidewalk project estimate came in at \$50,000 and the original estimate was \$100,000. When school is out that project will commence and by the end of June we will have an idea of what we have to spend.

Mr. Charpentier has a change order for the Fairbanks Street project. The contractor, AF Amorello, put down the binder late in the year last year and it did not go very well as it was both difficult and cold. The pavement went down, and for the most part, Mr. Charpentier reports that it held up well. However, because of the winter we had we had shoulder loss, which resulted in additional construction administrative services. The bid was opened at \$272,000 and it is now at \$282,000 and he has a change order for water line replacement and guard rail. He added that we are still under what we thought it was going to be. He is requesting a changing order for \$3,500 for the project.

Motion Mr. Phillips to approve the change order request, seconded by Mr. O'Brien, all in favor.

Mr. Charpentier reports that the sidewalks are coming in lower as originally it was \$117,500 between engineering and construction and the prices are at \$56,000 for engineering and construction.

Mr. Gaumond noted that at some point we will need to discuss our next round of projects. In the past Mr. McCormick brought up issues on Malden Street. Mr. McCormick noted that it is from Goodale to Crescent Streets. Mr. Charpentier added that the former Director mentioned Lancaster Meadows.

Mr. Phillips questioned whether a painted island could be used for a wide intersection and whether it would require any special surveys. Mr. Charpentier advised that no special surveys are needed and suggested putting in a turning template; however, the DPW does not like them when they plow. Mr. Phillips thinks there are a couple of spots in town where this would work well.

Mr. Charpentier informed the Board that they will be seeking a change order for design services on the Route 140 project. There is a large culvert on the Worcester Street section which was not included in the original design. In addition, DCR came in and request a filing with the Conservation Commission for a Request for Determination. For this project he will have a bid opening in June and a change order.

## **NEW BUSINESS**

1. Request from DPW for a Finance Committee Reserve Fund transfer in the amount of \$13,793.89 to pay invoices for the catch basin issue

Mr. Gaumond provided the Board with a detailed memo and a copy of the invoices associated with this request. Back in February former Director John Westerling notified the Finance Committee and the Board of Selectmen that the catch basin cleaner noticed contaminated materials in three catch basins. We hoped we could handle this in house and not have to request a Reserve Fund Transfer. Other problems arose and we had to move money into Purchased Services from Salaries and Wages for vehicle repairs and other things. Mr. Gaumond has come to the conclusion that there is no way the DPW could continue without a Reserve Fund Transfer. He has no other choice as most of the other lines in the DPW budget are dedicated for other purposes.

Motion Mr. O'Brien to approve the Finance Committee Reserve Fund transfer in the amount of \$13,793.89 to pay invoices for the catch basin issue, seconded by Mr. Phillips, all in favor.

2. Mr. McCormick announced that the town has received a donation from the West Boylston Community Club in the amount of \$17,418.52, which requires the Board to accept.

Motion Mr. Phillips to accept the donation in the amount of \$17,418.52 on behalf of the Town of West Boylston and to authorize the Parks Facility Committee to use the donation amount for the completion of the Goodale Park Renovation Project, seconded by Mr. O'Brien, all in favor. The Board thanked the members of the Community Club for their support. Mr. Rucho thanked the people who gave money towards the project.

5. Motion Mr. Rucho to concur with the appointment of John Owanisian to Parks Facilities Committee effective May 1, 2011 for a term to expire on April 30, 2012, seconded by Mr. Phillips, all in favor.

2. Assignment of motions for May 16, 2011 town meeting

Mr. Rucho will read the motions for Articles, 1, 18, 22, 26, 31, and 40; Mr. O'Brien will read the motions for Articles 2, 19, 23, 28, and 32 ; Mr. Quist will read the motions for Articles 17, 21, 25, 30, and 39; Mr. McCormick will read the motions for Articles 3-16, 20, 24, 29, and 35. The school will read the motion for article 27, the Planning Board will read the motions for articles 36, 37 and 38 and the Community Preservation Committee will read the motions for articles 33 and 34.

Mr. Gaumond will prepare town meeting agenda packages for Board members together with background information on the articles

3. Distribute Management Letter, Annual Financial Statements & Independent Auditors' Reports Pursuant to Governmental Auditing Standards and the Single Audit Act Amendments of 1996 for the year ended June 30, 2010

Mr. Gaumond noted that he could not be more happy with the audit reports. The bottom line is we have a very good Management Letter with only one prior year recommendation dealing with the School Department's activity funds which has already been resolved. This review is a qualified audit report and it is a review of the primary government which includes both the town and the school side of government. It does not include the Municipal Light Plant. One of the things Mr. Gaumond and Finance Director Michael Daley would like to see is whether there is any desire to have the Municipal Light Plant join in on our audit. Currently they do their own audit and prepare their books on a calendar year and there may be some discussion on how we would transfer them to a fiscal year report from their calendar year reporting. As the report does not include the Municipal Light Plant, we get an unqualified financial statement. Mr. Gaumond will be working with Mr. Daley and the Municipal Light Plant on that.

### **MEETINGS, INVITATIONS & ANNOUNCEMENTS**

1. May 5, 11:30 – Boston City Hall, Mayor Thomas Menino of Boston Press Event for passage of the Updated Bottle Bill – in the past the Board has supported this legislation

2. May 13, 10-12 noon, Open House for Freedom Village – Mr. McCormick indicated that he will attend the event

3. May 13, 9:00 a.m., CMRPC Legislative Breakfast at Union Station

4. May 20, New Balance Reach the Beach Relay race. Runners will be entering West Boylston by 1:30 a.m.

5. May 21, 10:00 - Ribbon Cutting Ceremony & Grand Opening of the new and improved tennis and basketball courts at Goodale Park. Activities for all ages until 4:00

6. June 9, 5:30 - CMRPC Annual Dinner Meeting at The Manor Restaurant

7. June 11, 9:00 a.m. - 6<sup>th</sup> Annual West Boylston 5K Road Race and Family Fitness Walk – for more information contact Julianne deRivera at 508.835.8830

**SELECTMEN REPORTS**

Mr. Rucho would like to know how groups get messages on the town's emergency sign. He noticed the Town of Boylston uses their sign for notices and he also questioned why our sign is not on. Mr. Gaumond explained that one of the things he spoke with former DPW Director John Westerling about was drafting a policy on the use of the sign to include what types of messages could be put on the sign and who has the authority to put messages on it. Mr. Gaumond will work on that. He would like to include a notice on the opening of Goodale Park and perhaps move it to a different location. Mr. Phillips advised that it is better to keep the sign in use. The sign was originally under the control of the DPW Director. Mr. Gaumond noted that the sign needs to be plugged in and charged. Mr. Phillips feels advertising town events would be a terrific use of the sign. Mr. Gaumond will develop a policy to include who has an over-riding decision and public safety will be given priority.

Mr. O'Brien was unable to attend the meeting DCR held last night on their Access Plan. He questioned whether they would be meeting with the Board of Selectmen. Mr. Phillips noted that when they came in and we had an initial discussion about access. Since that time he looked at their website and there are portions which are open to the public and yet their plan does not allow access. It was agreed to invite Mr. Scannell in to meet with the Board some time in June to discuss the Access Plan. Mr. Rucho remembers Mr. Scannell saying there were not going to any big changes to the Plan.

Mr. Phillips asked Mr. Gaumond if the issue on the softball field had been resolved. Mr. Gaumond advised that it was resolved and dealt with a field lining issue.

**FUTURE AGENDA ITEMS**

There are no reports this evening.

With no further business to come before the Board, motion Mr. Phillips at 8:05 p.m. to adjourn, seconded by Mr. Rucho, all in favor.

Respectfully submitted,

Approved: May 18, 2011

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Nancy E. Lucier

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Kevin M. McCormick, Chairman

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Allen R. Phillips, Vice Chairman

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Christopher A. Rucho, Selectman

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John J. O'Brien, Selectman