

MEETING BOARD OF SELECTMEN/SEWER COMMISSION AUGUST 3, 2011

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

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

Read and Acceptance of Minutes from Previous Meeting

Motion Mr. Quist to approve the regular session meeting minutes for the July 20, 2011, seconded by Mr. O'Brien, all in favor.

NEW BUSINESS

1. Accept \$50 donation from Janet and Vincent Vignaly and the following Free Will donations on behalf of the Bandstand Committee - July 17th concert - \$245.01 & July 24th concert - \$171.60

Motion Mr. McCormick to accept the donations on behalf of the Bandstand Committee, seconded by Mr. Rucho, all in favor.

2. Accept \$550.50 in donations from the public as a result of payments for lost or damaged books and other materials, payments for use of printers and copiers, money given in support of the library's annual Adopt-a-Magazine fund drive and donations given to support the general needs of the library on behalf of the town

Motion Mr. McCormick to accept the donations on behalf of the library, seconded by Mr. Quist, all in favor.

3. Review and approve schedule for October town meeting

Motion Mr. McCormick to concur with the schedule as drafted, seconded by Mr. Quist, all in favor. The schedule will be distributed to all town boards and committees.

Public Hearing (Cont.): Consider Amending Policy L-18, Beautification of Town Squares and Islands

Mr. Phillips reconvened the public hearing which was originally opened on July 6th. He explained that at that time the Board requested several amendments to the policy which included conducting a second drawing at the first Board meeting in May for any remaining squares not adopted, a condition that squares and islands be planted prior to Memorial Day weekend, and designating the DPW Director or his designee as the monitoring agent. All those changes have been incorporated in both the Policy and in the Agreement which is signed by the adoptee. The DPW Director has no issues with the policy.

Mr. McCormick noted that in the City of Leominster they allow pots and barrels on concrete and asphalt islands. He suggested amending the policy to allow for the adoption of asphalt/concrete islands, such as the ones at Prospect and Route 12 and Huntington Square. Pots or barrels could be displayed on the squares with the provision that they are removed before the winter. Mr. Gaumond pointed out that there were a lot of other islands that could have been included in the policy, however, the Board limited the locations to the 9 islands/squares outlined in the policy. He feels there might be an occasion where pots or a barrel would not be a problem such as on the larger islands. It was suggested that under 2.) we include the following verbiage after No pots or barrels shall be allowed in

any plantings, “without the concurrence of the DPW Director.” Mr. Phillips suggested allowing pots and barrels on asphalt islands. Mr. Gaumond would be fine with allowing pots and barrels on the island in front of the high school. Mr. Phillips recommends a height restriction to the pots. Mr. Rucho recalled barrel planters on the girl’s softball field and they slowly rotted away. He thought they looked nice and they had signs with the name of business sponsoring the plantings. Mr. McCormick suggested including language that if you do not remove the pot or barrel prior to winter the town will remove it for you and you will lose your right to the spot the following year. Mr. Rucho would also like to have this reviewed by the Police Chief. Mr. Phillips suggested continuing the hearing, directing the Town Administrator to amend the policy, send it back to the DPW Director for his review and bring it forward at the next meeting.

Motion Mr. McCormick to continue the public hearing until the September 7th meeting, seconded by Mr. Quist, all in favor.

NEW BUSINESS (cont.)**4. Quarterly update on goals**

Goal #1 - Implement the West Boylston Economic Development/marketing program. The business tours are about to begin with the next two weeks. Our first tour will be of Checkerboard and will be held on August 19th or 26th.

Goal #2 - Gateway improvement/beautification. Mr. Gaumond has met with the Economic Development Task Force and we are hoping that the first gateway sign will be ready to be installed. They are considering an agreement on how that will work.

Goal #3 - Reexamination of Pay As You Throw. This goal was voted concluded on June 1.

Goal #4 - Examination of Senior Center/Senior Services in West Boylston. Mr. Gaumond had a joint meeting with the Council on Aging and had a discussion with the Council on Aging Director. They are in the process of compiling a list of their services and we will be holding a focus group meeting on September 9th from 1-3 p.m. at the DCR Headquarters. This meeting was advertised in the Council on Aging newsletter and Mr. Gaumond sent out a blog. From that meeting we will get public feedback, which will also meet our goal of trying to get more public feedback. An executive report will be written and the results will be used in the goal setting exercise to plan for 2012.

Goal #5 - Improve parks & recreation programs. Mr. Gaumond developed a Recreation Organizational Plan, which he provided to the Park Commission. They are considering this and will be adjudicating it at a future meeting. He will follow-up with them. The tennis program was so successful that the participants asked for it to continue.

Goal #6 - Develop a strategic plan for municipal lands & properties. We held our first listening tour on June 4th and the next session will be on September 13th at Hillside Village. From that we will do a Citizen Survey and this winter we can craft a strategic plan. We are on track on this project.

Goal #7 - Explore alternatives for the Town Sewer. We will carry this over to our next agenda as we now have a new Director and he will be in attendance at our next meeting. Mr. Phillips shared that he had two different employees from the DPW approach him and say they have been impressed with the new Director who seems extremely knowledgeable.

Goal #8 - Human resources. Mr. Gaumond sent out a public request to seek members to serve on a Task Force. He will convene that group before the end of August and welcomes input from the Board.

Goal #9 - Increase our investment in the Town's 'rainy-day funds'. The Board voted that this goal was met on June 1. He would like to continue to work on this. We met 10.4% and he hopes to continue working on that at the October town meeting.

Mr. Gaumond invited comments and concerns from the Board and request concurrence with the strategy.

Mr. Quist asked about the plan to distribute the Economic Development brochures. Mr. Gaumond sent a request to the Economic Development Task Force for their input. The idea was to go to banks and restaurants and places people gather such as the Library and Light Plant. He also suggested the Big E as that is where people promote their community. He would also like to keep some on hand for our future business use and is hoping to begin getting them out on the street within the next 30 days. Mr. Rucho added that some have been given out to realtors. He also pointed out that it is not dated material and we want to get it to people who may be looking to relocate business here. Mr. Quist suggested leaving some at the Light Plant. Mr. Rucho pointed out that the intent of the brochure is not to tell residents in West Boylston here is what we have. Mr. Gaumond is looking for guidance from the Task Force on where the brochures should be located.

Motion Mr. McCormick to concur with the Goals update, seconded by Mr. O'Brien, all in favor.

NEW BUSINESS (cont.)

5. Goal #8 – Improve Human Resources in West Boylston

Mr. Gaumond explained that one of the things he did to familiarize himself with this particular goal was to attend an HR101 seminar. At that meeting they recommended developing a Workers' Compensation Policy and Procedures Manual. The agenda packet contains the manual we have developed which has been reviewed and approved by our MIIA representative. It is a procedural manual for department managers so when an injury occurs there are clear steps to follow. The manual will be distributed at the next department manager's meeting.

David Eckhardt, 109 Hillside Village Drive, Finance Committee candidate

Mr. Eckhardt came forward to meet the Board. Mr. Phillips asked Mr. Eckhardt if he would like to make an opening statement. Mr. Eckhardt stated that his application is in response to the Board's call for new members for the Finance Committee. He has previous experience on two Boards of Directors with fiduciary responsibility to the stakeholders. In his profession at times he is a businessman, manager and registered professional engineer.

Mr. Quist asked his philosophy in managing finances. Mr. Eckhardt replied it is budgeting, open to all stakeholders as it is through town meeting and committee and meeting compromise of living within ones means as a budget. In his household he sticks with his budget as he has since he attended college.

Mr. McCormick asked the Finance Committee makes recommendations to town meeting and reviews financial policies do you think this is something you can be helpful with? Mr. Eckhardt, replied yes, part of his resume speaks to a business degree. Each of the Boards he has served on has an annual budget review and shapes the financial future of the organization. Mr. McCormick asked, you have been to town meeting. How do you feel it has gone the last couple of years? Mr. Eckhardt replied, I think this group has done an exemplary job coping with the economy. We need to face up to the fact we need to have an override or face steady decrease in services. Personnel costs go up 5% a year and income goes up 2-1/2% - it is unbalanced. He has no preconceived ideas on how it should go it is an issue we all have to face up to.

Mr. O'Brien stated that he is impressed by Mr. Eckhardt's resume and background and knowledge more than whether he agrees with him in the future. He thanked him for coming forward.

Mr. Rucho has no questions and thinks Mr. Eckhardt would do a great job and bring different thoughts. He has served on other committees with him.

Mr. Phillips noted that there are lot of meetings in addition to town meeting and he asked Mr. Eckhardt if would have an issue attending them. Mr. Eckhardt advised that he does travel, however, if someone called and meetings are scheduled in advanced he could schedule his vacation around them. Mr. Phillips added that the Finance Committee does not have a set meeting date and often things come up that need their attention. Mr. Eckhardt replied that he can do his homework, read emails and comment on policies. He does not physically need to be in attendance to give input. Mr. Phillips asked Mr. Eckhardt why he is interested in serving on the Finance Committee. Mr. Eckhart replied that the number one problem seems to be it is difficult for them to get a quorum. If we had a list of 9 candidates for four openings he would not have applied. He thinks there is a need for a dialog on finances and where is the town going and we are all in this together. And, a limited number of people think there is an on-going debate about public education and groceries.

Motion Mr. McCormick to appoint David Eckhart to the Finance Committee, seconded by Mr. Rucho, all in favor.

MEETINGS, INVITATIONS & ANNOUNCEMENTS

1. Notification from Mass School Building Authority that the Board approved the proposed Green Repair Project for replacement windows and doors at the Major Edwards Elementary School.

A few meetings ago School Superintendent Tom Kane came before the Board and asked for concurrence on submitting a Green Repair Project for replacement windows and doors at the Elementary School to the Mass State Building Authority. We have received notification that the state has agreed to fund 52.26% of the project, which is \$183,154. Under this approval, we have 90 days to obtain local funds for the project. Local approval is for the full amount, \$353,000, and we are reimbursed the 52.26%. Mr. Gaumond has a meeting scheduled with former superintendent Tom Kane and new Superintendent Beth Schaper to discuss how this project could be funded. It will be included on the October town meeting warrant. Mr. McCormick questioned if we went with a debt exclusion wouldn't we have to schedule a special election, which would be an additional expense. Mr. Gaumond offered other funding sources such as certified Free Cash, if available or Stabilization Fund and then reimburse the Fund. He will develop a plan on the approach. We are reimbursed through a progress payment plan.

Mr. McCormick voiced his concern that again we may take funds from Stabilization. He believes this should have been planned ahead of time so it would not impact the town's financial position. Mr. Gaumond noted that this could be the capital project the town does for the year. His general philosophy has been using one-time revenues for one-time expenses is the prudent way to fund this project. Mr. McCormick does not want to impact the town by having Stabilization fall below the 5% and if we take the funds from Free Cash it impacts next year's budgets. Mr. Gaumond will have a plan very soon. Mr. Rucho would rather not turn back the \$180,000 which the state is offering although he understands Mr. McCormick's concerns.

2. Notification from School Superintendent of the resignation of Steven Paige and request to meet jointly to fill the vacancy

The Board suggested meeting on August 24th as the date works for all members.

3. August 16, 8:00-10:30 a.m. – Seminar on Massachusetts Municipal Health Reform, Doubletree Hotel, Marlborough. Mr. Gaumond informed the Board that MIIA is also holding a session on August 25th if anyone is interested they need to let him know.

4. Consider cancelling August 17th Selectmen's Meeting

Motion Mr. McCormick to cancel the meeting, seconded by Mr. O'Brien, all in favor.

5. September 9, 1:00-3:00 p.m. – Public Forum on Senior Programs in West Boylston at DCR headquarters, 180 Beaman Street

6. September 13, 1:00-3:00 p.m. – Selectmen Listening Tour – second session on Town Buildings and Properties - Messrs. McCormick, Rucho and Phillips indicated that they would be in attendance at the Listening Tour

FUTURE AGENDA ITEMS

Mr. Quist wants to make sure we will continue with the sewer policy amendments. Mr. Phillips noted that the Board is awaiting all the documents. Mr. Gaumond added that we are in the process of gathering agreements and plans and we will have that discussion at the next meeting and Weston & Sampson will be invited to attend.

Mr. Phillips would like to discuss creating a Facebook Page for West Boylston and include in our 2012 goals, developing a social media page as a means of communication.

Mr. Phillips spoke with Sheriff Evangelidis and the Sherriff has extended an invitation to the Board and a few others to tour his facility. He could accommodate 10-15 people. Mr. Gaumond suggested the Board, Fire Chief, Police Chief and DPW Director.

Mr. Gaumond announced that we now have 1,500, 18-gallon recycling bins to give out to residents. They are available at the DPW before 2:30, one per household until we run out and Recycling Calendars were sent out last week. Mr. Philips questioned how we could accommodate residents who could not get to the DPW before 2:30. Mr. Gaumond suggested contacting us and we will make the bins available.

With no further business to come before the Board, motion Mr. Quist at 8:10 p.m. to adjourn, seconded by Mr. Rucho, all in favor.

Respectfully submitted,

Approved: September 7, 2011

Nancy E. Lucier, Municipal Assistant

Allen R. Phillips, Chairman

John J. O'Brien, Vice Chairman

Christopher A. Rucho, Clerk

Kevin M. McCormick, Selectman

Steven J. Quist, Selectman