

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.

Mr. Gaumond announced that he has removed one of the articles from the draft warrant. The article, which was the acceptance of Chapter 40U, was a local option on municipal fines. It was requested by the Building Inspector and in Town Counsel's review it was recommended that we should compare Chapter 40U to our current bylaws prior to taking action. Mr. Gaumond has spoken with the Building Inspector, forwarded him Town Counsel's opinion with a promise to revisit prior to our next town meeting.

Review and Approve Articles for October 17, 2011 Semi-Annual Town Meeting

Article 1 - Authorization to Hear the Reports of Officers and Committees of the Town

This is a standard article.

Motion Mr. McCormick to include Article 1 on the warrant, seconded by Mr. Rucho, all in favor.

Article 2 - Authorization to Amend the Personnel Bylaws

A couple of town meetings ago we modified the bylaw to remove the Streets and Parks Superintendent language and replace it with DPW Director. This article will take the position of DPW Director out of the bylaw as it is covered by an employment agreement.

Motion Mr. McCormick to include Article 2 on the warrant, seconded by Mr. Rucho, all in favor.

Article 3 - Authorization to Amend the Personnel Bylaws

There was confusion with some of the public safety departments about how to observe the holidays because some people do not work normal Monday through Friday schedules. To clarify the bylaw, we created the following language, "For those employees who regularly work Monday through Friday, when a holiday falls on a Saturday, it will be observed on the preceding Friday; when a holiday falls on a Sunday, it will be observed on the following Monday. For those employees whose normal work schedule requires them to work Saturday and/or Sunday (either on a regular or periodic basis), holidays that fall on a weekend will be observed on their actual date."

Motion Mr. O'Brien to include Article 3 on the warrant, seconded by Mr. Rucho, all in favor.

Article 4 - Authorization to Appropriate Funds for Window Project at Major Edwards Elementary School

Motion Mr. O'Brien to include Article 4 on the warrant, seconded by Mr. Rucho.

Mr. Gaumond reported that he had the pleasure of meeting with the Finance Committee on Monday night and talked with them briefly about the financial plan for town meeting. He received notification from the Town Accountant's office that we will be putting a request for \$925,479 to be certified for Free Cash by the Department of Revenue. According to our Reserve Policy, we would put aside \$210,000 for our FY13 budget. For this article, \$352,833, will be funded through Free Cash as it is a one-time capital item. When we get our \$183,154 reimbursement for the project, it will flow back to Free Cash.

Mr. Phillips questioned whether the \$183,154 is a set amount. Mr. Gaumond advised that we

will always be reimbursed 56% of the project. He is unsure what the state would do should the project price come in at a much higher amount. Mr. McCormick was of the understanding that the maximum we could receive was \$352,833 and should the bids for the project come in higher, the school would not go forward. Mr. Gaumond feels comfortable with the \$352,833 as a maximum number. Mr. Rucho questioned if the school project was not an area we were going to use Free Cash for, where would the Free Cash be directed to. Mr. Gaumond would recommend the funds flow into the Capital Fund. Mr. Rucho asked if the 56% reimbursement from the state could flow back to the Capital Fund. Mr. Gaumond explained that the funds would flow to Free Cash and then we could make a decision as to what the best use of the funds would be.

Ray Bricault, Finance Committee Chairman asked if Free Cash is not certified in time for town meeting, would the Selectmen allow us to use Stabilization funds temporarily. Mr. Phillips replied that he could not speak for the board. Mr. Bricault noted that the Finance Committee has a lot of questions around the project, which they will explore with the school.

Vote on the motion – all in favor.

Article 5 – Vote to Appropriate Funds for Community Preservation Fund Projects as Recommended by the Community Preservation Committee

This article, which was submitted by the CPC, will allocate \$24,590 for the Conservation of Section J of the Mount Vernon Cemetery. The project was submitted by the Historical Commission and the balance for historical projects prior to this request is \$76,000. Pat Crowley, Vice Chair of Finance and Chair of the CPC, will get the current balance in the account.

Motion Mr. McCormick to include Article 5 on the warrant, seconded by Mr. Rucho, all in favor.

Article 6 – Authorization to Restate the Fiscal Year 2012 Wastewater Enterprise Fund Budget

We are re-stating this budget to allow for a \$28,000 change in the debt line to pay off the ban on the odor control project.

Motion Mr. Rucho to include Article 6 on the warrant, seconded by Mr. McCormick, all in favor.

Article 7 – Authorization to Modify Fiscal Year 2012 Appropriations and Other Necessary Adjustments to the Fiscal Year 2012 Budget

This is a standard article. Thus far, we have requests the following adjustments. Transfer \$5,000 from Fire Salaries to Fire Supplies for Clinton Hospital Medication Purchase, transfer \$1,310.66 to Cemetery Salaries & Wages for step and cola not added in, transfer \$225 into Animal Control Salaries & Wages line item for coverage by the Assistant Animal Control Officer, and transfer \$2,464.80 to Treasurer/Collector Salaries & Wages for vacation buyback. We will also transfer \$2,200 from unemployment to Unemployment Purchased Services to cover hiring an organization which monitors unemployment claims. Both Mr. Gaumond and the Town Accountant feel that this service will save the town money in our unemployment line item. We will also transfer \$4,100 from Library Salary and Wages to Library Purchase of Services to cover the additional costs for services of CWMars. Next year the funds will be included in the budget for these services.

Motion Mr. McCormick to include Article 7 on the warrant, seconded by Mr. Quist. Mr. Rucho asked if the accounts the funds are coming from will be okay for the remainder of the year. Mr. Gaumond indicated that they would be. Library Director Louise Howland advised that when they recently filled a vacated position they did so with someone being hired at a lower rate.

Vote on the motion – all in favor.

Article 8 – Authorization to Transfer Money from the Sewer Enterprise

Mr. Gaumond explained that when we created the sewer project the start up funds were borrowed from the Stabilization Fund with the understanding that the Sewer Enterprise would repay those amounts. The balance owed is \$640,000. We have been paying this off piecemeal and now that we have finalized the sewer betterment we have the capacity to repay the Stabilization Fund in full. We have the option of paying it off in full, continuing with our annual transfer over a period of time, or ramp up the schedule and pay over three to five years rather than ten years. Mr. Gaumond added that it is the people's money and the Selectmen do not have to make a decision tonight.

Mr. McCormick asked if we could use the money for anything else in the sewer system such as a major break as he also does not want to leave the Sewer Enterprise short. Mr. Gaumond noted that there is a capital side of the Sewer Enterprise and as the intent was to repay the Stabilization Fund. Mr. Rucho asked if we said pay over the next five years the Sewer Enterprise could use the money for whatever they want. Mr. Gaumond advised that the \$642,000 would stay in retained earnings. Mr. Bricault stated that his Committee just received the numbers on Monday night and has not had an opportunity to have a discussion or take a vote. Mr. Rucho feels we need to put the funds back in Stabilization. Mr. Gaumond added that we will have a very robust Stabilization Fund and if we were to add this to Stabilization he would go back to Moody's and have our bond rating re-certified. Mr. McCormick cautioned that once people see a robust Stabilization Fund all the rules will be gone. He would rather see the funds go to the Capital fund and we can start repairing some of the buildings we own. Mr. Gaumond recommends transferring the money to Stabilization and if people at town meeting want the money to go to capital the money will stay there. He recommends leaving the article the way it is and the motion will be based upon the Board's discussion, which they can have at their October 5th meeting. Pat Crowley suggested amending the article to include the Capital Investment Fund as an option. Mr. Gaumond would not recommend that language as the promise was to pay back the Stabilization Fund. Ray Bricault pointed out that Article 14 would allow you to transfer to the Capital Investment Fund. Mr. McCormick noted that we could possibly demolish the Mixter Building with the funds.

Motion Mr. McCormick to include Article 8 on the warrant, seconded by Mr. O'Brien, all in favor.

Article 9 - Authorization to Rescind Previously Voted Debt Authorities

On our Statement of Indebtedness we have two items we are no longer using. The first was under the borrowing for the sewer project. We only borrowed \$2.6 million of the \$3.2 authorized and the second was the Lee Street land purchase. If we didn't receive the grant, we had authorization to borrow \$70,000.

Motion Mr. Rucho to include Article 9 on the warrant, seconded by Mr. McCormick, all in favor.

Article 10 - Authorization to Pay Bills from a Previous Fiscal Year

This is a standard article. We have one bill in the amount of \$91.30 which will come from Free Cash and the other will come from sewer retained earnings.

Motion Mr. Rucho to include Article 10 on the warrant, seconded by Mr. McCormick, all in favor.

Article 11 - Authorization to Appropriate Funds for Tree Removal

Mr. Gaumond reported that we have tree problems all over the town, on town property, the school and town roadways. He is recommending appropriating \$10,000 of Free Cash to address these problems.

Motion Mr. Rucho to include Article 11 on the warrant, seconded by Mr. McCormick.

Mr. Phillips questioned whether the \$10,000 would be sufficient. Mr. Gaumond explained that he has \$10,000 within the DPW budget, we are getting quotes, and this will be a good start. If we need more he will discuss it with the Board.

Vote on the motion – all in favor.

Article 12 – Authorization to Transfer Funds to OPEB Trust

Mr. Gaumond explained that at the last town meeting we created the OPEB Trust and in the universe of government the two concerns are pensions and retiree health care costs. We had a presentation from Seagle on our potential retiree obligation and we are in the ball park of \$28 million. It is an accrual process and some communities are creating trusts to help manage these problems, however, very few are putting any money into the trust. He recommends putting \$10,000 into the trust and down the road we could modify our Reserve Policy in years when we have significant revenue coming into the town as it is an option for one-time revenues and we will start funding some of our liabilities.

Motion Mr. McCormick to include Article 12 on the warrant, seconded by Mr. Rucho, all in favor.

Article 13 – Authorization to Transfer Funds to the Stabilization Fund

According to Mr. Gaumond's calculation and in accordance with our Reserve Policy, we need \$9,500 for our Stabilization Account.

Motion Mr. Rucho to include Article 13 on the warrant, seconded by Mr. McCormick, all in favor.

Article 14 – Authorization to Transfer Funds to the Capital Investment Fund

Mr. Gaumond recommends the balance of our Free Cash, \$340,000 be transferred into Capital Investment Fund. The currently balance is \$60,000.

Motion Mr. McCormick to include Article 14 on the warrant, seconded by Mr. Quist, all in favor.

Article 15 - Authorization to Accept a Parcel of Property on Lancaster Street

There is a parcel of property on Lancaster Street which we previously accepted, however, we failed to accept the drainage system, so the land is in limbo and the Treasurer/Tax Collector's office would like to accept this at town meeting to clear up the books.

Motion Mr. McCormick to include Article 15 on the warrant, seconded by Mr. Quist, all in favor.

Motion Mr. McCormick to close the warrant and sign it, seconded by Mr. Quist, all in favor.

Review and approve town meeting informational letter

Mr. Gaumond informed the Board that there has been one small modification to the letter. We wanted to highlight how residents can get free trees for the property. On the back side of the mailer, we continue the practice we started to put on some friendly notices and reminders. Mr. Rucho suggested amending the notice on how people get their news to include language that you could return your survey when you attend town meeting. Mr. Phillips wants to insure the DPW puts on the sign board.

Motion Mr. Quist to approve the town meeting mailer, seconded by Mr. Rucho, all in favor.

OLD BUSINESS

1. Consider endorsing a HUD Grant Application for Regional Sustainability Planning

The Central Mass Regional Planning Commission would like to know if we would be willing to join the City of Worcester and 39 surrounding municipalities to develop a regional sustainability

vision and plan, which is the equivalent of our Master Plan, but on a regional basis. They are applying to HUD for \$5 million to develop a Regional Vision. They want to know if we are interested, and if we are, would we be willing to contribute about one hour a week during the course of the three-year program. Mr. Gaumond likes these kinds of projects and there would be value to the Town of West Boylston to participate. He thinks it would be about one hour a month and he would be willing to accept that responsibility.

Motion Mr. McCormick to endorse the HUD grant application and have the Chairman sign off on, seconded by Mr. Quist, all in favor.

Mr. Rucho noted that the town meeting mailer indicates where the warrant is available, however, we post it at about six places. He questions why we only post it at one business in town and suggested changing the postings to different businesses. He added that there is nothing posted on the other side of the reservoir. Mr. Gaumond stated that it has been this way for a very long time and Mr. McCormick does not think having the warrant posted at your business would bring in any business to your establishment.

With no further business to come before the Board, motion Mr. O'Brien at 8:00 p.m. to adjourn, seconded by Mr. McCormick, all in favor.

Respectfully submitted,

Approved: October 5, 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