

Members present: Kevin M. McCormick John W. Hadley  
Christopher A. Rucho Michael J. Kittredge, Jr.  
Members absent: John J. O'Brien

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

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

Motion Mr. Kittredge to approve the regular session meeting minutes from April 17, 2013, seconded by Mr. Hadley all in favor.

Motion Mr. Hadley to approve the executive session meeting minutes from April 17, 2013, seconded by Mr. Kittredge all in favor.

Motion Mr. Kittredge to approve the regular session meeting minutes from April 24, 2013, seconded by Mr. Hadley all in favor.

**OLD BUSINESS**

1. Review comments on Town Common Christmas Tree

Mr. McCormick requested this item be included on the agenda to resolve the issue this evening on whether the Board would accept the offer from the Municipal Lighting Plant to replace the Douglas Fir, which we decorate as the town's Christmas Tree. From the comments received, Messrs. Kittredge, Hadley and McCormick recommend leaving the tree as it sits.

Motion Mr. Kittredge to leave the Douglas Fir, seconded by Mr. Hadley. Mr. McCormick suggested taking up the offer from the Light Plant of planting of another tree somewhere else on the Common to use as a Christmas Tree, at a future time. Vote on the motion- all in favor.

2. Review comments on airing of board and committee meetings

On October 25<sup>th</sup> the Board sent a memo to all elected and appointed boards and committees asking them whether or not they would agree to having their meetings televised. A second request went out on March 11<sup>th</sup>. Mr. McCormick noted that many of the Board indicated that they would be willing to have their meetings televised including the Town-wide Planning Committee, Parks Facilities Committee Open Space Committee, Economic Development Committee and others. Some, such as the Cultural Council replied no as they only met when there is a need and the Town Common and Bandstand replied no as it would take us longer to get our equipment set up than the meeting would last. The Scholarship Committee replied no because they discuss who will be getting scholarship and it is supposed to be a surprise at graduation. Although the Community Preservation Committee is marked as a no reply, Mr. Rucho believes they voted on this and said yes. The Zoning Board of Appeals decided if there was not a specific reason to do so that they would not televise their meetings. Mr. McCormick feels that those meetings should be televised. He suggested writing them and asking them to modify their position and if it was an important meeting the Board of Selectmen would ask them. The Planning Board indicated that they are receptive but do not want to change their meeting room.

Mr. McCormick noted that when we get our new town hall we can have all of our meetings televised and have an easier recording system. Mr. Rucho believes the Board asked the cable people to look at the volunteer issue and we also have a paid staff person. Mr. Gaumond pointed out that the person gets paid when they are called in. Mr. Rucho would like to ask how that person is paid, whether

it is a stipend or an hourly rate. Mr. Gaumond advised that in Boylston they pay people to record meetings. Mr. Rucho commented that once the meeting is taped it is a lot of work.

**NEW BUSINESS****1. Request from It's a Celebration Committee for a one-day beer & wine license**

Mr. McCormick recused himself and turned the meeting over to Mr. Rucho. Mr. McCormick explained that the It's a Celebration Committee was formed as a result of a town goal to have more celebrations. The Committee consists of Ed Atchue, Fran and Sharon Cahill, Kim Williams, Allen and Mychelle Phillips and himself. They raise money by selling banners for the light poles and they had a meat raffle. They also fund Memorial Day activities and when they opened the Basketball Courts they paid for the sound truck. They also light the Douglas Fir tree at Christmas time and they do some of the little white trees and the Municipal Light Plant does the rest. The Light Plant may not light the white trees anymore and if they don't, It's a Celebration Committee will pick that up. On Memorial Day they paid for a bagpiper and they gave the Celebration Committee \$1,000 for Memorial Day.

They plan to kick off the season with a day full of activities on Saturday, May 25<sup>th</sup>, of the Memorial Day weekend. They will begin the day with a 5K race, which will start and end at the American Legion. They are doing this to help the American Legion and bring more attention to their barbeque. At 3:00 p.m. at Goodale Park they have different activities including face painting, a clown walking around, closest to the pin contest, basketball shoot, bouncy house, and dunk tank. Everything being done is being done by other groups in town as a fundraiser. They can make the money and It's a Celebration Committee will not get the money. Other organizations will do food including hot dogs, hamburgers, chips, cotton candy, snow cones, pizza and water. The National Honor Society, girl scouts, boy scouts, high school athletic association, and high school touchdown club are all involved. At 5:00 the music will start on the bandstand followed by fireworks and a bond fire. Mark Baldi is coordinating the music. They will also have the Calliope Players, Diane Kelly Dance Studio and New Horizons Karate. In an attempt to fund the same type of event next year, they are requesting a Beer and Wine license for their event. It will be located in the same location they used for the Beaman Tennis Tournament, at the end of the basketball courts. They have to stay in that area and no one under 21 will be allowed in there. All servers will be trained and the liquor company will bring in a trailer. They may have cheese and crackers available. The only thing he does not have right now is his liability insurance, which is \$1 million in the town's name. They will also have a policy to cover the whole field and the Police and Fire Chiefs are all set.

Mr. Gaumond has responses from all the departments with the exception of the Fire Chief who spoke with the It's a Celebration Committee and has no objection to the event. We also have not yet heard from the Chair of the Parks Commission, Steve Blake. Mr. McCormick indicated that he met with the Commission and they are fine with everything. They are allowing them to have the bonfire in the pine grove area and the fireworks will be in a different location, shot off up at the pool road over the baseball field. He met with the Fire Department and the State Fire Marshall has been here. He is meeting with DPW Director Sylvia tomorrow and the parks have no issue with the event.

Mr. Rucho stated that the event sounds great, but asked if we have to have beer and wine because to him, it is too bad everything says family. Mr. McCormick explained that it is a way to make money without going to organizations and asking for contributions, and it will satisfy some adults who do not have kids. It will also be separate from all the other activities. Mr. Rucho asked if the Police Chief had any comments. Mr. Gaumond read the Chief's email, I have read through the application and see that it is filled out for a One Day Liquor License, hours are 1 PM to 11 PM. I am aware that the persons serving are TIP Certified and that the proper liability Ins. has been acquired. I am also

aware that there will be a very specific area where the Alcoholic Beverages will be served AND consumed. I will have Officers assigned to Goodale Park during the Event. Respectfully, Dennis Minnich, Chief.

Mr. McCormick also has the jail coming in on Sunday morning to clean the parks. There are no events scheduled for Sunday. Mr. Rucho stated that it looks like a great event, however, it is kind of disappointing that every time we have an event we have to have liquor and it could bring problems. Mr. McCormick does not think there will be any problems and he and his wife will be there all day. They hope to be done by 10:00 p.m.

The first motion required is to waive Section 9 of Article 13 of the General Bylaws which does not allow for any alcoholic beverages within the public park.

Motion Mr. Kittredge for the Board to waive Section 9 of Article 13 of the General Bylaws for the It's a Celebration Committee event on Saturday, May 25<sup>th</sup> from 1:00 to 11:00 p.m., seconded by Mr. Hadley. Mr. Rucho again expressed his concern that the Board keeps waiving this bylaw and he thinks this should be a family event. He thinks in the future we should look at staying with this. To him he does not think it is the right thing to show the town that every time we have an event we have beer and wine. Vote on the motion –Messrs. Hadley and Kittredge yes; Mr. Rucho, no.

Motion Mr. Hadley to approve a special license for the It's a Celebration Committee event on Saturday, May 25<sup>th</sup> from 1:00 to 11:00 p.m., with the requirement that the insurance be provided seconded by Mr. Kittredge. Vote on the motion –Messrs. Hadley and Kittredge yes; Mr. Rucho, no. Mr. McCormick thanked the Board.

2. Request for Reserve Fund Transfer in the amount of \$12,000 for Town Counsel

Mr. Gaumond explained that he had concerns about the Town Counsel budget given the amount of litigation we had this year. He sent a memo to all boards and committees to limit the use of town counsel for the remainder of the year. This transfer will allow us to get through the end of this fiscal year. The request is for \$12,000 from the Finance Committee Reserve Fund.

Motion Mr. Rucho to approve the transfer request, seconded by Mr. Hadley, all in favor. Mr. Rucho asked if we will be increasing the town counsel line item for next year. Mr. Gaumond advised that he left it at level funded as he thinks that under ordinary circumstances we will be able to make it through and if needed, we could adjust in October.

3. Request for Departmental Transfer for Emergency Management to transfer \$100 from Emergency Management Services to Emergency Management Supplies

This is an area he will be correcting in the budget that goes to town meeting. We separately vote these two line items and the Fire Chief is requesting that the supply budget be bumped up to \$100.00.

Motion Mr. Hadley to approve the transfer request, seconded by Mr. Kittredge, all in favor.

4. Request for Year End Budget Adjustment for Public Works to transfer \$12,300 from Group Health Insurance to DPW Supplies

This request will deal with two items. It will cover the purchase of chemicals for the fields including grub control, fertilizer and pesticides for poison ivy control. DPW Director Sylvia discovered the lack of metal plates which you use to make sure a construction site is left safe for vehicles. This will cover that need. Mr. Rucho asked if in the future we could have the form completed to include current balances in accounts. Mr. Gaumond advised that he has sufficient money in health insurance to cover this. At the end of March he has expended 75% of that line item. He also intends to

use the health insurance line item to cover our snow and ice deficit. We typically budget the line item to cover all employees and some people opt not to take that benefit.

Motion Mr. Rucho to approve the transfer request, seconded by Mr. Hadley, all in favor.

5. Review and approve Town Meeting Mailer

Motion Mr. Rucho to approve the mail and authorize the Chairman to sign the letter, seconded by Mr. Hadley, all in favor.

6. Consider voting to sign Side Letter #1 with Thomas Welsh for services as Interim Fire Chief extending his current agreement for 90 days from May 16, 2013

Motion Mr. Hadley to sign Side Letter #1 with Thomas Welsh, seconded by Mr. Kittredge, all in favor.

7. Update on Regional Dispatch

At the last meeting of the Board, Mr. Gaumond was asked for an update on regional dispatch. He provided the Board with a little history on this subject. Back in 2009 and 2010 we began in earnest looking into regional dispatch and both efforts were lead by the Town of Rutland who proposed two regional dispatching studies. There were two new grant studies the first with Rutland and Oakham and the other was with Rutland and a dozen other communities including Holden. The studies were both accepted by the state, however they did not materialize. We begin our partnership with Worcester and Leicester in July of 2010. We began working with these communities for a couple of reasons. The first is the City of Worcester had dispatching services they were willing to sell to neighborhood communities and we thought the Lt. Governor's interest in regional dispatching and his strong ties with Worcester made this opportunity likely to succeed. Our grant was approved with Worcester and Leicester and we received \$1.6 million to build and operate a regional dispatch center. Since that time he has been working with Chief Minnich and former Fire Chief Pauley on preparing and reviewing agreements meeting with Worcester official sand developing a cost benefit analysis. Much has been done here but we have not closed the deal or finished anything. We are still in the negotiation phases. When we first joined with Worcester they were the only viable regional dispatch option available to us. It may not be the case anymore since Holden is now interested in creating a regional dispatch center with Princeton, however they are at the very beginning of the study process. At the end of March he signed a letter to participate in a study with Holden and Princeton at the request of the Chiefs who felt it would be useful to have our numbers included in their study to give us a comparison. At the end of the day the Board of Selectmen still has to approve the regional project with the city of Worcester. He has not had any serious discussions with the town of Holden. He thinks they are still in the study phase and he has not seen any agreements to participate. He thinks it is premature but it doesn't hurt to look at what our numbers might be. He has been asked why this was not brought up when Worcester officials were at our meeting. He provided the Board with notice of the Holden study in their "T" package. He is involved in one proposal that is likely to move forward and one that may never move forward. He also provided the Board with letters that had been sent over the past few years regarding regional dispatch.

Mr. Rucho appreciated that update. He didn't know about the Holden initiative until he left the Worcester meeting and he was told by a resident that we were talking with Holden. He thinks Holden would be a much better fit for the Town of West Boylston. We already share services with Holden and in Worcester we will be way up at the airport. If we are with Holden and Princeton we will be almost even. He would like to pursue Holden more than Worcester at this point. Mr. Hadley asked how we

could go about contacting Holden about this. Mr. Gaumond explained that the letter starts our involvement in the study process. We have taken that first step to have our information added. They look at our call volume which can be safely handled. Then there are financial considerations. One of the things we are looking for is saving on some major equipment issues we need to have resolved in the regional agreement. He would expect that once our data is thrown into the study process that a report will be provided to the Board of Selectmen.

Mr. Hadley asked did they give you a time frame. Mr. Gaumond has not yet been notified of that yet. Mr. Hadley asked about the equipment. Mr. Gaumond explained that we did appropriate funds at town meeting to fund some equipment upgrades that he was hoping not to have to spend and there are also software issues. We will need to upgrade our dispatching software and we have a lot of equipment needs and that has to be one of our considerations. Perhaps we can get a homeland security grant for some of those. Mr. Hadley thinks we need a regional dispatch and he would like to hear what Holden has to offer.

Mr. McCormick explained that distance is irrelevant for dispatching. Size is irrelevant as long as you have the right governing agreement. He doesn't care where we end up as long as we have the right government agreement and the same money. He asked how long it would take Holden to get ready. He asked we get this all worked out with Worcester and they say we need you to join otherwise we cannot get this grant could we get to a position with Worcester that it is timing issue. Mr. Gaumond thinks Worcester needs us as much as we need them. He thinks we could get extra time if we needed it. Worcester needs three towns for this to work. Mr. McCormick suggested contacting whoever is in charge of this in Holden to ask them if they know we have been accepted and getting a time frame. He noted that Princeton is almost done as they are ready in January of 2014. Mr. Rucho believes our chiefs have met with Holden a few times. He also believes it doesn't matter where the dispatch center is, however, if it is close he would rather go with Holden.

#### 8. Board Discussion on Goal #9: Establish Selectmen's Position on Sign Bylaw

Mr. McCormick explained that when the Board decided to do this some members were not happy with the bylaw and attended the Planning Board's public hearing. They requested lot of changes and he thinks they got every change they asked for. Mr. Rucho noted that the Planning Board was very open to everyone's suggested changes. Mr. Hadley pointed out that the Economic Development Task Force worked very closely with the Planning Board and they put in every change they asked for.

Mr. McCormick's only issue is on Informational and Directional Signs. The signs shall not exceed two square feet and the letters shall not exceed four inches in height. They shall display only instructional information such as enter, exit, warning. He would like the amend this section to give business the ability to have their name on the sign and their logo keeping the same size sign with the ability to have letters larger than four inches in height. Mr. Hadley suggested dealing with this next year. Mr. McCormick would like to amend this on town meeting floor. Mr. Rucho feels the businesses will take more pride in their directional signs if their names are on them.

Motion Mr. Rucho to authorize the Town Administrator to draft a motion to amend the article at town meeting to be presented to the Board at their next meeting, seconded by Mr. Hadley. Mr. Hadley stated that he thought the Planning Board did a really good job on the bylaw. The Board agreed with everything with the exception of 7. Information and Directional Signs. Vote on the motion – all in favor.

**MEETINGS, INVITATIONS & ANNOUNCEMENTS**

1. May 18, 10-noon, 3<sup>rd</sup> Tree Giveaway through Worcester Tree Initiative at the Middle/High School
2. May 20, 2013, 7:00 p.m., Semi-Annual Town Meeting, Middle/High School

**FUTURE AGENDA ITEMS**

There are no reports this evening.

**SELECTMEN REPORTS**

Mr. Rucho reports that he attended the Roundtable for the Cumberland Farms project. He provided the Board with a copy of the plan which was handed out that evening. He thinks the meeting went well, and noted that the Building Inspector, Fire Chief and the Police Chief were not there. There were, however, a lot of groups there and the applicant was happy with the Project Roundtable. They suggested that the first step should be to the Building Inspector.

Mr. Rucho added that the DPW Director, Anthony Sylvia pulled him aside and suggested a different way to hold a Roundtable and they discussed how those worked on in other towns. Mr. Gaumond explained that he spoke with Mr. Sylvia about that process. In other communities where he worked they actually have review authority. It was noted that the purpose of our Roundtable meetings are to provide information or suggestions to the applicant as the applicant still needs to go through the process of meeting with each Board and decisions are made on the project following a public hearing. Mr. Rucho suggested a letter be sent out explaining the purpose of Roundtable Meeting on a project.

Mr. Kittredge asked the status of the new liquor store project. He was advised that they have a site plan review scheduled for May 8<sup>th</sup> with the Planning Board.

Mr. McCormick noted that the next item on the agenda is to consider going into open session to discuss contract negotiations with the Town Administrator. He would like to carry this item over until a full Board is available. The Board concurred with his request.

With no further business to come before the Board, motion Mr. Kittredge at 8:25 p.m. to adjourn, seconded by Mr. Rucho, all in favor.

Respectfully submitted,

Approved: May 15, 2013

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Nancy E. Lucier, Municipal Assistant

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Kevin M. McCormick, Chairman

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Christopher A. Rucho, Clerk

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John W. Hadley, Selectman

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Michael J. Kittredge, Jr., Selectman