

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

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

Read and Acceptance of Minutes from Previous Meeting

Motion Mr. Rucho to approve the regular session meeting minutes from May 1, 2013, seconded by Mr. Hadley. Vote on the motion – Messrs. McCormick, Rucho, Hadley and Kittredge yes; Mr. O'Brien abstains as he was not present at the meeting.

Kenneth Nylen, Permission to Built Two Dugouts at the West Boylston Softball Field

Mr. Nylen joined the Board. His family would like to donate their services for new dugouts for the girl's softball field. They have met and discussed the proposal with the Parks Commission. Mr. Rucho asked whether plans and drawings were submitted as the agenda package indicates they would be available this evening. Mr. Gaumond has not received anything yet. It was noted that that the dugouts would be similar to what they erected in the Town of Clinton. Mr. McCormick asked DPW Director Anthony Sylvia if he had any issues. Mr. Sylvia thanked the Nylen family for making the offer, which can only improve our infrastructure at the parks. His concern is working closely with any volunteers who will be doing the work and that they be properly skilled and if not the town can offer assistance through the public works employees. He would like to oversee the work to make sure it is done properly. Building Inspector Mark Brodeur and Parks Commission Chairman Steve Blake will be involved with the project. The Board does not have any issues and appreciates the offer. Mr. Rucho would like to make sure that the volunteers sign off on the volunteer release form, which the town currently uses. The Board thanked Mr. Nylen for his offer. Mr. Gaumond noted that if there are any members of the community who would like to assist with the project they could contact Mr. Nylen.

Motion Mr. Hadley to support the dugout project for the Softball Field, seconded by Mr. Rucho, all in favor. The work will begin once the ball season is over.

NEW BUSINESS

1. Concurrence on the appointment of James Conway as a Special Police Officer effective May 1, 2013 for a term to expire on June 30, 2013

Motion Mr. Kittredge to concur with the appointment, seconded by Mr. Rucho, all in favor.

2. Consider accepting the following Bandstand Fund Donations on behalf of the town; Bill's Taxi Service - \$250.00, Harriette Chandler- \$250.00, Lester's Refrigeration - \$250.00 and A & E Realty Company - \$250.00

Motion Mr. O'Brien to accept the donations on behalf of the town, seconded by Mr. Hadley, all in favor.

3. Consider accepting a \$500 donation for Memorial Day/Celebrations Donations Account from Greendales Pub on behalf of the town

Motion Mr. Rucho to accept the donation on behalf of the town, seconded by Mr. Hadley, all in favor.

4. Consider expanding the membership for the Parks Facilities Committee from 7 to 8 members by adding an additional resident slot

The Parks Facilities Committee is requesting the membership of the committee be expanded to allow for an additional resident slot. A resident, who is a member of the Department of Public Works,

has expressed an interest in joining the Committee, however, at this time the committee is full. If the Board concurs, Mr. Gaumond will request the Board's concurrence on the appointment of Tim Shea.

Motion Mr. Rucho to expand the membership for the Parks Facilities Committee adding an additional resident slot, seconded by Mr. Hadley, all in favor.

5. Concurrence on the appointment of Tim Shea, West Boylston, to the Parks Facilities Committee effective May 16, 2013 for a term to expire on April 30, 2016

Motion Mr. Hadley to concur with the appointment, second by Mr. Rucho, all in favor. Mr. Kittredge asked Mr. Sylvia if this would interfere with his department. Mr. Sylvia indicated that he is in favor of the appointment. From time to time and case by case if he thinks there is a conflict of interest he will ask him to refrain from voting on those kinds of matters. Mr. Rucho advised that Mr. Shea does show up at some of the meetings and provides input. Vote on the motion – all in favor.

6. Concurrence on the Creation of the Fire Chief Interview Committee

Mr. Gaumond explained that one of the things he has been working on is putting together the Fire Chief Interview Committee. They are charged with advising the Town Administrator during the search for a new Fire Chief for West Boylston. They will be asked to attend all preliminary interviews the Town Administrator has with candidates for the position, work with the Town Administrator to develop interview questions, and to provide their personal comments and observations to the Town Administrator as it relates to the candidates for the position. He believe the individuals he has selected come from a good cross section of the community with good experience in various areas of expertise. The members are Dr. Marc Gautreau who currently serves as the Medical Director for the Town's EMS. He also has experience as a paramedic and firefighter. Aaron Goodale 3rd who is a resident, a member of the Fire Department and has served as a member of the Board of Fire Engineers and a Deputy Chief. Police Chief Dennis Minnich who has been the West Boylston Police Chief for many years. The Chief of Police works closely with the Fire Chief on Emergency Management and building issues. Steve Nelson a resident of the town, a 25 year veteran of the Fire Department and has been Chairman of the EMT Committee. He also has dispatcher experience. Allen Phillips, a resident who is the Deputy Emergency Management Director for the Town. He is a member of the Fire Department and an Operations Manager with MEMA. He is also a former Selectman in the Town. Christopher Rucho, a current member of the Board of Selectmen and is the Selectmen's liaison to the Fire Chief Interview Committee. He was first elected in 2005. The Committee will begin their duties after Town Meeting in May. Mr. Gaumond asked the Board to endorse the slate of committee members.

Motion Mr. O'Brien to endorse the committee as presented, seconded by Mr. Rucho, all in favor.

7. Consider Proclaiming May 15th as National Public Works Week

In the Board's agenda package there is a recommendation from the DPW Director to proclaim May 19-25 as National Public Works Week.

Motion Mr. Kittredge to May 19-25 as National Public Works Week, seconded by Mr. Rucho, all in favor. Mr. McCormick commented that the Board is glad to do this as they do a good job. Mr. Gaumond will also send out a blog.

Andrew Beardsley, Community Club Request for One-Day Beer and Wine License for June 21st Tennis Tournament Social at Goodale Park

Mr. Beardsley explained that the event will be like last year, and they are applying for a one-day beer and wine license. He noted that Beaman Oak Tennis Tournament has been going on for years. Last year a new group took over and changed it to try to get some more participation. They held a Friday night social with beer and wine and had a great event at the park. They are trying to continue

that tradition and get many people involved. They think the Friday night social will help. Last year they used Consolidated Beverages for the event. Mr. Gaumond noted that the agenda package contains the sketch of the area. We have also received approvals from the Building Inspector, Board of Health, a signed off facilities request from the Parks Commission, and we are still waiting for the Fire Chief. Mr. Beardsley advised that he has not had a chance to speak with the Fire Chief yet. The Police Chief requires that proper TIP certified pourers are listed and remain on site to control the sale of the alcohol and that specific times are noted on the license and that the list of TIP certified personnel are attached to the license so that the personnel that are pouring can be matched against the list.

Mr. Gaumond noted that if the Board were to approve the request it would be provided that we have a list of the TIPS certified services. Mr. Rucho does not think we need two events within one month that we need to sell beer and wine at the parks. He went to the event last year and he thinks we are opening the door that we have beer and wine in our parks for every event.

Motion Mr. O'Brien to waive Section 9 of Article 13 of the General Bylaws for the Community Club's Tennis Tournament Social on Friday, June 21st from 6:00 to midnight at the tennis and basketball court in Goodale Park, seconded by Mr. Hadley. Vote on the motion – Messrs. McCormick, O'Brien, Hadley and Kittredge yes; Mr. Rucho no. Mr. Sylvia asked if the Parks Commission approved the event and he was told that it was signed off on May 6th.

Motion Mr. Kittredge to approve the request from the Community Club for a special license to sell beer and wine at the Tennis Tournament Social on Friday, June 21st from 6:00 to midnight at the tennis and basketball court in Goodale Park provided that the concerns of the Fire Chief are met and a list of TIPs certified servers are provided together with liability insurance, seconded by Mr. O'Brien. Vote on the motion – Messrs. McCormick, O'Brien, Hadley and Kittredge yes; Mr. Rucho no.

OLD BUSINESS

1. Review Amendment to the Informational and Directional Signs Section of the Sign Bylaw, Article 21 of the Town Meeting Warrant

When the Board established its goals for 2013-2014 the adopted goal #9: Establish Selectmen's Position on Sign Bylaw. At their meeting on May 1, the Board was pleased with the changes that had been offered and accepted by the Planning board in their draft bylaw, however, they were unanimous in their desire to seek an amendment to the to the section entitled Informational and Directional Signs. The amendment the Board would like to make reads as follows.

1) Informational and Directional Signs

Signs that give specific instructions to the public using a building or facility that comply with the following standards, shall be allowed. These signs must be located on the property to which such information and directional messages pertain.

- a. **Letters.** Sign letters shall not exceed 4 inches in height;
- b. **Size.** Signs shall not exceed two (2) square feet in area;
- c. **Message.** Informational signs shall display only instructional information pertaining to the use of the site (such as, "Enter," "Exit," "Warning," "Self Service", "Drive-Thru", "One-Way", etc.) and may display words, symbols, or images identifying the owner, tenant, or use of the building or facility provided that such words, symbols or images do not exceed four (4) inches in height; and
- d. **Height.** Signs shall not exceed four feet in height.

This amendment would make it possible for simple, small logs to be included on entrance and exits signs, and if the Board concurs with the language we would need to discuss who will offer and propose the amendment. Mr. Hadley advised that he did speak with the Chairman of the Planning Board last night and informed him of the Board's plan at town meeting. Mr. Rucho asked if any of the existing informational or directional signs, which are presently around town, are larger than 4" in height. The Board does not believe they are.

Motion Mr. Hadley to adopt the change as written, seconded by Mr. Rucho, all in favor. Mr. Hadley offered to read the amendment.

Motion Mr. McCormick to designate Mr. Hadley to read the amendment, seconded by Mr. Kittredge, all in favor. Mr. Rucho suggested providing a handout to the attendees of town meeting, which indicates the change.

NEW BUSINESS (cont.)**8. Report on RFP Responses for Building Demolition Project**

Mr. Gaumond reports that on April 29th he held an RFP opening at 11:00 a.m. at town hall. The purpose of the opening was to publicly announce respondents to our building demo for the Mixer Building and town pool, which was in accordance with Selectmen's Goal #1 for 2013-2014. Present at the opening was Mr. Gaumond, Nancy Lucier, and Selectman Hadley and several of the bidders. We received ten qualified bids and three lowest bidders were Regional Industrial Services Corp of Bellingham \$284,000, AccuTech Insulation & Contracting of Ludlow \$317,501 and Associated Building Wreckers of Springfield \$329,250. Mr. Gaumond will work with the building inspector to review the lowest responsive bidder and will make a formal recommendation at the next meeting.

Mr. Rucho asked if there was any language in the contract which says that if they find things they didn't anticipate while doing the job that the price might increase. Mr. Gaumond explained that there could be a change order, however, they did an analysis of the hazardous materials which was included in the building demolition RFP document. He is not anticipating that there will be anything substantial for change orders. If they find out that there is something that they didn't know about the town would do the right thing. Mr. Rucho questioned who would be liable if the company who did the hazardous materials analysis was wrong. Mr. Gaumond offered to review the language again with town counsel. Mr. Rucho would like to know what town counsel's opinion would be should we find out that the analysis was way off and we need extra month. Mr. Hadley noted that the public has to be aware that most of the cost is because of the hazardous material removal. He thinks the project is for the safety of the people in town. Mr. McCormick advised that the Finance Committee is opposed to the project because we are taking the money out of Stabilization and we have no definitive plan for the land. One of their arguments was that if we sold the Mixer property the buyer would be responsible for the demolition. The pool is part of our park system and all that will happen is we will have more passive recreation/parks area. Mr. Rucho suggested showing slides at town meeting of the condition of the two buildings and the directional signs. He offered to take some photos. Mr. Gaumond intends to use \$300,000 for the demolition article.

MEETINGS, INVITATIONS & ANNOUNCEMENTS

1. May 18th, 10-noon, Free Tree Giveaway sponsored by the Worcester Tree Initiative
2. May 20, 6:00 p.m., Selectmen's Meeting in Cafeteria prior to Semi-Annual Town Meeting, Middle/High School
3. May 20, 7:00 p.m., Semi-Annual Town Meeting, Middle/High School

4. May 22, 5-7 p.m. – Clinton Savings Bank, 306 West Boylston Street, grand opening and if anyone is interested in attending they need to let Mr. Gaumond know.

5. May 25 – Mr. McCormick announces that this will be the town's first annual Memorial Day Celebration. It will begin with a 5k road race starting and ending at the American Legion. At noon there will be a chicken barbeque at the American Legion. At 3:00 the activities at Goodale Park begin. They include a closest to the pin contest by the Athletic Association, basketball shoot, dunk tank, bouncy house, face painting, the Army is bringing in a modified humvee, and there will be refreshments by civic groups as there are no commercial groups involved. There will be a beer and wine garden and at 5:00 p.m. a music event at the Bandstand. Clowns will be walking around and at 8:30 we will shoot the fireworks over the baseball field followed by a bon fire. Music will continue following the bonfire. There are no activities scheduled for Sunday. On Monday, May 27, Memorial Day Celebration; 8:30 St. Luke's Cemetery, 9:15 High Plains Cemetery and 10:45 Parade assembles at Duncan Gillies parking lot and marches to the cemetery and at noon they raise the flag. They are solemn parades and he hopes that people will come by. Mr. Kittredge noted that volunteers are needed to put flags on veterans' graves. Anyone with an interest should contact Jack McCormick.

6. May 28, 10:00 a.m., WRTA Transportation Hub Official Ceremony & Dedication, 60 Foster Street, Worcester

FUTURE AGENDA ITEMS

Mr. Rucho saw an email in regards to Afra Terrace. He dug through some papers and found paperwork from 2009 which asked the building inspector not to issue any building permits until the payment was made. It looks like he has paid \$20,000 of the \$50,000 and he signed the agreement back in 2006. He sees building going on and would like to know whether any permits have been issued since 2009 and he would like a report on that.

Motion Mr. O'Brien at 7:55 p.m. to enter into executive session under the provisions of MGL, Ch. 30a, § 21(A), Part 2 to discuss contract negotiations with non-union personnel, the Town Administrator, seconded by Mr. Hadley. Roll call vote: Mr. Kittredge yes, Mr. Hadley yes, Mr. McCormick yes, Mr. O'Brien yes, Mr. Rucho yes. The Board will not be returning to open session.

Motion Mr. Kittredge to come of executive session at 8:10 p.m., seconded by Mr. Rucho. Roll call vote: Mr. Kittredge yes, Mr. Hadley yes, Mr. McCormick yes, Mr. O'Brien yes, Mr. Rucho yes.

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

Respectfully submitted,

Approved: June 5, 2013

Nancy E. Lucier, Municipal Assistant

Kevin M. McCormick, Chairman

John W. Hadley, Selectman

John J. O'Brien, Vice Chairman

Michael J. Kittredge, Jr., Selectman

Christopher A. Rucho, Clerk