

Members present: Kevin M. McCormick Michael J. Kittredge, Jr.  
Christopher A. Rucho Siobhan M. Bohnson  
John W. Hadley

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

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

Motion Mr. Hadley to approve the regular session meeting minutes from October 2, 2013, seconded by Ms. Bohnson. Ms. Bohnson noted that in one discussion she was referred to a Mr. rather than a Ms. Vote on the motion – all in favor with the inclusion of the edit.

Motion Mr. Rucho to approve the executive session meeting minutes from October 2, 2013, seconded by Mr. Kittredge, all in favor.

**NEW BUSINESS**

1. Consider accepting the following Bandstand Fund Donations on behalf of the town Cultural Council - \$700.00

Motion Mr. Kittredge to accept the donations, seconded by Mr. Hadley, all in favor.

2. Consider recognizing October 24 as United Nations Day and sign a UN Day Proclamation

Motion Mr. Hadley to sign the UN Day Proclamation, seconded by Mr. Rucho, all in favor.

3. Meeting schedule for November & December (KM)

It was agreed to meet on the first and second Wednesdays during the month of December and take the remainder of the month off.

4. Authorize the Town Administrator to award the bid to seal the public safety building to Stidsen Masonry, Inc. in the amount of \$23,400

Mr. Gaumond explained that the Fire Chief, who is present this evening, worked with the Building Inspector to coordinate the project. We received a bid from Stidsen Masonry in the amount of \$23,400, which they both recommend going forward with. If we get this approved this evening we can complete the project before the winter is upon us. He asked the Board to concur with the recommendation and award the project.

Motion Mr. Kittredge to accept the bid from Stidsen Masonry, Inc. in the amount of \$23,400 to seal the public safety building and award the project, seconded by Mr. Rucho, all in favor.

**Public Hearing: Application in Accordance with Chapter 148 of M.G.L. to Amend License to Store from Lehigh Gas, 21 West Boylston Street**

Mr. McCormick opened the public hearing and read the following notice. In accordance with the provisions of Chapter 148 of the Mass General Laws, The Board of Selectmen of the Town of West Boylston will hold a public hearing on the application of Lehigh Gas, 21 West Boylston Street to amend their existing license to store to allow the storage of 450 gallons of above-ground flammable liquids and 22,000 gallons of underground fuel, broken down as 12,000 gallons regular unleaded gasoline, 4,000 gallons diesel and 6,000 gallons premium. The hearing will be held on Wednesday, October 16, 2013 at 7:05 p.m. in Conference Room #1 of the Municipal Office Building, 127 Hartwell Street, West Boylston. All interested persons, groups, and agencies are invited to attend. Kevin M. McCormick, Chairman, advertised on October 2, 2013.

Bernard Govoni of Govoni Backhoe Services, the contractor scheduled to perform the work at 21 West Boylston Street, joined the Board. He explained that the only change they are making is to modify their current license to store to allow for the storage of 4,000 gallons of diesel. Everything else will remain the same as they are just running a new product line and will put in two new pumps for diesel. Fire Chief Welsh stated that the applicant has been very cooperative with his department and in getting them the paperwork. Ms. Bohnson asked about the need for diesel in the town. Mr. Govoni explained that a lot more cars use diesel. Diesel is not currently available at any of the gas stations in town. Mr. Gaumond advised that the applicant is in compliance with all the other departments.

Motion Mr. Rucho to close the public hearing, seconded by Mr. Hadley, all in favor.

Motion Mr. Rucho to approve the request to amend the license to store for 21 West Boylston Street by Lehigh Gas, seconded by Mr. Hadley, all in favor.

### **NEW BUSINESS (cont.)**

#### **5. Discuss make-up of FISP Committee going forward**

Mr. Gaumond explained that there was discussion in the past about the future of the FISP Committee and what they would be doing. One of the suggestions was to add someone from the Council on Aging or a senior to represent the Council on Aging and someone from the Police Department to represent the Police Department for the next phase of building projects. Prior to asking if any department heads would like to be a member he wanted to pass this by the Board.

Mr. Rucho suggested keeping the number of members on the committee as it is and just filling the two vacancies with a representative from the Council on Aging and the police. He has no problem with changing those two slots. Ms. Bohnson asked if we were going to add other people from other town departments as well or just the Police Department. She asked if we would include the Fire Department or the DPW and questioned why it would be just the Police Department. She understands why the Council on Aging would be included. Mr. Gaumond explained that there have been some very important safety issues going on with the Police Department that have been put off to deal with the town hall issue and now that our town hall issue has been resolved we would be focusing on the Council on Aging and the Police Department. Mr. McCormick commented that it was more if we were going to prioritize what project would be next it would be those two. If we change the Police Department it would give more space for the Fire Department and maybe when they are resolved we will bring in the next group and move on.

Motion Mr. Rucho to agree to amend the makeup of the FISP Committee by designating the two vacant slots, formerly for residents, for one representative of the Council on Aging and one for the Police Department, seconded by Ms. Bohnson, all in favor. Mr. Rucho asked if a letter went out to everybody on the committee to see if they would like to remain. Mr. Gaumond advised that he has not heard from everybody on the committee.

### **OLD BUSINESS**

#### **1. Follow up correspondence regarding request to remove directional signs to Jail and House of Corrections**

Mr. Gaumond reports that he and Rep. O'Day met with the Sheriff's Department right hand man, who reiterated the Sheriff's position on the signs. The Sheriff feels strongly that the signs have and continue to serve a significant purpose in providing directions to the hundreds of individuals that visit the over 1200 inmates at the Worcester County Sheriff's Office. They also believe that the signs have provided a benefit to the residents of West Boylston by preventing visitors from getting lost and

possibly seeking directions in the local neighborhoods in this section of town. However, they do appreciate the concerns raised regarding the signage and the impact it is having on one particular homeowner. If they town would like to make a formal proposal about removing one of the two signs at the location, or reducing the size of one of the signs, they would be open to considering that. The signs were installed by Mass DOT and are under the jurisdiction of the Town of West Boylston.

Mr. Rucho thinks the size of the signs could be reduced. Mr. McCormick suggests moving the sign across the street to the Valley Forge Circle side of Maple Street in addition to reducing the size of the sign. Mr. Gaumond noted that Mass DOT was amenable to whatever the Board decided to do.

Motion Mr. Rucho to reduce the Worcester County Sheriff's Office directional sign and move it across the street to the Valley Forge Circle side of the street, seconded by Ms. Bohnson, all in favor. Mr. Gaumond will inform the Sheriff. Ms. Bohnson requested a letter be sent to the homeowner. Mr. Gaumond intends to speak with the Sheriff first, report back to the Board and then tell the homeowner.

## 2. Discussion about Town Meeting

Mr. Gaumond reports that this morning we received notice that Free Cash has been certified. He provided Board members with their town meeting packages, which includes who will read the motion and back up materials for articles. The financial articles begin with Article 5, which is the CPA article and will be moved by the CPC. Article 11 is the budget fix article and we will be using raise and appropriate for the interest on temporary loans. Free Cash was certified at \$690,000, and according to our Reserve Policy, we reserve 1% or \$220,000 for next year's budget, and will be able to cover everything on the warrant and move the balance, \$48,500 into the Capital Investment Fund. Mr. Gaumond noted that we have taken money from the Capital Investment Fund over the past few years and this is a good opportunity to build that fund back up. Mr. Rucho asked how the Free Cash figure this year compared with last year. Mr. Gaumond explained that Free Cash is a combination of money including turnbacks from departments, revenues in excess, the close out of projects, and excess money from town meeting articles. FAA will be preparing a report on where our Free Cash came from.

Mr. Gaumond does not intend to take anything from Stabilization at town meeting. In speaking with our bond rating people, that is important for our borrowing. Mr. Rucho asked if everything does not pass will we plan on putting any money into Stabilization. Mr. Gaumond stated that he is open to that discussion; however, his recommendation would be to move the money to the Capital Fund. He also spoke with Finance Committee Chairman Ray Bricault who also thought that would be a good idea. Mr. Rucho feels that if we have \$345,000 it would be nice to break it up. He asked about the balances in both those funds. Mr. Gaumond believes we have over \$1 million in Stabilization and about \$1 million in Capital Investment. Ms. Bohnson asked what have we done in the past. Mr. Gaumond explained that according to our policy, we want to maintain 5% of our operating costs in the Stabilization Fund and we have met that 5% obligation. Capital Funds can go to any department in the town and Stabilizations Funds require a 2/3rds vote from town meeting and can go to other departments. In order for an item to be considered capital, it needs to have a useful life of over 5 years and a cost of over \$20,000.

**FUTURE AGENDA ITEMS** - There are no items this evening.

## **MEETINGS, INVITATIONS & ANNOUNCEMENTS**

1. Deadline to Goals and Objectives for 2014 is October 31<sup>st</sup> - Annually in the month of October Mr. Gaumond asks the citizens of the town to send in suggested goals and objectives for the board to consider when they have their retreat.

2. The town received a grant to plant town trees throughout town and if you would like a new or replacement tree along the road in front of your property contact the Town Administrator's Office
3. Notification of Publication of BCEGS Classification – every few years we have to go through an exhaustive process to determine our building code effectiveness. If we were to deteriorate in that scale it would cost property owners more for their home owners insurance.
4. October 21, 2013, 6:00 p.m. meeting prior to town meeting in the cafeteria of the Middle/High School
5. October 21, 2013, 7:00 p.m. Semi-Annual Town Meeting
6. October 25, 8-10:00 a.m., CMRPC Fall Legislative Breakfast at Union Station to discuss Massachusetts Zoning Reform
7. November 13, 2013, 6:00 p.m. Meeting with the Housing Authority – Goal #7
8. October 30, 7:00 p.m., FISP Meeting
9. November 4, Route 12 Forum (tentative date) – Mr. Gaumond will work with the Transportation Committee on this and we may have a possible grant opportunity available in the middle of November.
10. Mr. Gaumond informed the Board that prior to the meeting this evening the DPW Director gave him an agenda item for the Board to consider regarding the purchase of winter salt. He asked if the Board if they would prefer taking this up at their meeting before town meeting next Monday night or would they prefer holding a special meeting on the same evening the FISP Committee meets. Mr. McCormick suggested including it on the agenda for the October 21<sup>st</sup> town meeting.

Motion Mr. Rucho at 7:40 p.m. to enter into executive session under the provisions of MGL, Ch 30a, §21, Part 6 to consider the purchase, exchange, lease or value of real property, the solar project, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, seconded by Mr. Hadley. The Chairman made that declaration and we would not be returning to open session. Roll call vote: Mr. Kittredge, yes, Mr. Hadley yes, Mr. McCormick yes, Ms. Bohnson yes, Mr. Rucho yes. Town Counsel Shirin Everett will join the Board for the session.

Motion Mr. Kittredge at 8:37 p.m. to come out of executive session, seconded by Mr. Rucho. Roll call vote: Mr. Kittredge, yes, Mr. Hadley yes, Mr. McCormick yes, Ms. Bohnson yes, Mr. Rucho yes.

With no further business to come before the Board, motion Mr. Kittredge at 8:38 p.m. to adjourn, seconded by Ms. Bohnson, all in favor.

Respectfully submitted,

Approved: November 6, 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, Vice Chairman

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John W. Hadley, Clerk

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Michael J. Kittredge, Jr., Selectman

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Siobhan M. Bohnson, Selectman