

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. Kittredge to approve the regular session meeting minutes from December 11, 2013, seconded by Ms. Bohnson, all in favor.

Motion Mr. Hadley to approve the executive session meeting minutes from December 11, 2013, seconded by Ms. Bohnson, all in favor.

NEW BUSINESS

1. Concurrence on the hiring of Timothy Mazeika as fractional-time dispatcher effective January 8, 2014 at Step 1 of Grade 4, \$14.71 per hour

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

2. In accordance with Massachusetts General Laws, Chapter 44, Section 31D, consider voting to authorize the over expenditure of the FY14 Snow and Ice

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

3. Consider declaring old Ford-450 ambulance chassis surplus

Motion Mr. Rucho to approve the request, seconded by Mr. Hadley. Mr. Hadley asked if this is the chassis we replaced last year and Mr. Gaumond advised that it was. Vote on the motion – all in favor.

4. Concurrence with the hiring of Alfred Bavosi as an alternate driver for the Council on Aging effective January 9, 2014 a Step 1 of Grade 2, \$12.49 per hour

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

5. Announce the creation of the RFQ Review Committee: James Pedone, School Committee, Norma Chanis, Resident, Louise Howland, Library Director and Finance Committee Designee

Mr. Gaumond explained that the RFQ Review Committee will work on the Performance Contracting Project. We are still waiting for the Finance Committee designee and the Board previously designed Mr. Kittredge and Ms. Bohnson to be their designees.

Motion Mr. Rucho to approve the make-up of the committee, seconded by Mr. Hadley, all in favor.

6. Designate member of the Board to attend Project Roundtable for College of the Holy Cross on January 14th from 6-7 p.m.

Mr. Hadley offered to serve. Motion Mr. Kittredge to designate Mr. Hadley as their designee for the Project Roundtable, seconded by Mr. Rucho, all in favor.

7. Consider declaring pool equipment as surplus

Mr. Gaumond asked to carry this agenda item over to the next meeting.

8. Review and approve schedule for May 19, 2014 Annual Town Meeting

Mr. Gaumond reviewed the schedule.

Motion Mr. Rucho to approve the schedule as prepared, seconded by Mr. Kittredge. Mr. McCormick noted that in the past the Board has made an effort to meet with the School Committee at least once. Mr. Gaumond advised that we do not make that as part of the official town meeting schedule and reports that the School Committee will hold their budget public hearing on March 12th so his expectation is that he will be hearing from them shortly to schedule a joint meeting. Mr. McCormick requested Mr. Gaumond outreach to the school to see if they would like to meet with the Board. Vote on the motion – all in favor.

Public Hearing: Consider Adopting a Post-Issuance Tax Compliance Procedures for Tax-Exempt Obligations and other Tax-Benefited Obligations Policy

Mr. McCormick opened the public hearing and Mr. Gaumond read the following notice. Public notice is hereby given, in conformity with the requirements of the General Bylaws of the Town of West Boylston, ARTICLE XXIII - PUBLIC HEARING AND NOTICE, that the Board of Selectmen will meet on Wednesday, January 8, 2014, at 7:05 p.m. for the purpose of considering the adoption of a Post-Issuance Tax Compliance Procedures for Tax-Exempt Obligations and Other Tax-Benefited Obligations Policy. The meeting will be held in Meeting Room #1 of the town offices located at 127 Hartwell Street, Suite 100, West Boylston. For additional information, or to review the proposed information, please contact the Office of the Board of Selectmen/Town Administrator at 508.835.3490. All interested persons, groups, and agencies are invited to attend. Kevin M. McCormick, Chairman, advertised on December 24, 2013 & January 1, 2014.

Bonnie Yasick, Treasurer/Collector joined the Board. Mr. Gaumond explained that the policy has been submitted to us in draft form by our Bond Counsel and reviewed by Michael Daley our Finance Director. By adopting this policy it will put us ahead of other municipalities who are looking for post bond issuance compliance procedures. We did review this to make sure we could live within the parameters of the policy, which will make our town stronger in the eyes of bond rating agencies. Mr. Gaumond recommends the Board approve the policy deleting Section C2c, which reads as follows, 'If storing documents electronically, the Town shall conform with Rev. Proc. 97-22, 1997-1 C.B. 652 (as the same may be amended, supplemented or superseded), which provides guidance on maintaining books and records by using an electronic storage system.' We do not believe we will need to conform with that aspect of the policy which speaks to storage of documents electronically.

Ms. Yasick explained that every time you go out to borrow there are certain things that you say you are going to follow. Now it is in writing and it tells you that you have so much time to spend the money. It is one more thing the IRS and Bond Counsel feel we need to protect the town. Ms. Bohnson questioned why we would remove that section as it mentions 'if storing'. Ms. Yasick clarified that we are doing a piece of it because it is all electronic. It is better not to have the language included. We are storing some because IRS sometimes gives us audits. Mr. Gaumond added that this is not a mandatory policy and he would prefer adopting the policy without the provision and avoiding having an auditor come in and say we are not living up to the spirit of the policy. It is best practices on how we are managing our money. There are no questions from the audience.

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

Motion Mr. Kittredge to approve the policy with the deletion of Section C2c, seconded by Mr. Hadley, all in favor.

Motion Mr. Rucho at 7:21 p.m. for the Board to enter into executive session under the provisions of

Massachusetts General Laws, Chapter 30a, Section 21, Part 6 to consider the purchase, exchange, lease or value of real property, the Tivnan Drive 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 Ms. Bohnson. The Chairman declared that holding this discussion in open meeting may have a detrimental effect on the negotiating position of the public body. Roll call vote: Mr. Kittredge yes, Mr. Hadley yes, Mr. McCormick yes, Ms. Bohnson yes, Mr. Rucho, yes. The Selectboard will reconvene in open session. Shirin Everett, of Kopelman and Paige will join the Board for this discussion.

Motion Mr. Rucho to adjourn executive session and reconvene in open session at 8:12 p.m., seconded by Ms. Bohnson. Roll call vote: Mr. Kittredge yes, Mr. Hadley yes, Mr. McCormick yes, Ms. Bohnson yes, Mr. Rucho, yes.

NEW BUSINESS (cont.)

8. Concurrence on the appointment of Timothy Benson as a full-time Patrol Officer effective January 22, 2014, for a term to expire on January 21, 2015 at Step 1, \$21.56 per hour, and after successfully completing field training he will move to Step 2, \$22.92 per hour

Police Chief Dennis Minnich joined the Board and introduced Timothy Benson.

Motion Mr. Rucho to concur with the appointment, seconded by Mr. Kittredge, all in favor. Chief Minnich reports that Mr. Benson grew up in West Boylston, worked in Providence, Rhode Island for the last four year and he will fill the vacant Jeff Nye position as Jeff went to the State Police. Mr. Benson met all the criteria, has a Bachelor's Degree and is academy trained. Mr. Gaumond met with Mr. Benson prior to the meeting. Ms. Bohnson welcomed Mr. Benson back to the Town of West Boylston and stated that she looks forward to having a positive relationship with him.

9. Consider signing lease with Borrego SPV

This item will be carried over.

10. Consider signing contract with Haynes, Lieneck and Smith, Inc. Architects, Ashby, Mass for architectural services

This item will be carried over.

MEETINGS, INVITATIONS & ANNOUNCEMENTS

1. Thursday, January 9, 6:30-8:00 p.m. Quarterly Meeting of the Worcester County Selectmen's Association at the Charlton Library

2. Friday, January 10th, 10-noon, Department Manager Training, Performance Discussions: Timely Feedback and Performance Appraisals

3. Tuesday, January 14th, 6:00-7:00 p.m., Project Roundtable Holy Cross Project

4. March 12, 2014, 6:00 p.m. School Committee Public Hearing on Operating Budget for FY2015

5. The town will be receiving an additional participation credits from MIIA, \$1,838 for its Property & Casualty Insurance and \$599 for Workers Compensation

6. The Massachusetts CMRPC Hazard Mitigation Plan for West Boylston has received its formal approval from FEMA

Mr. Gaumond noted that the Board previously voted on this plan on a couple of occasions. By having an approved plan in place we are now eligible to apply for emergency management grants.

Mr. Rucho asked if the Board is still meeting on the 18th of January and Mr. Gaumond replied

that they are.

FUTURE AGENDA ITEMS

Mr. McCormick would like an update on the Reservoir Motor Lodge.

With no further business to come before the Board, motion Mr. Kittredge at 8:20 p.m. to adjourn, seconded by Ms. Bohnson, all in favor.

Respectfully submitted,

Approved: January 22, 2014

Nancy E. Lucier, Municipal Assistant

Kevin M. McCormick, Chairman

Christopher A. Rucho, Clerk

John W. Hadley, Selectman

Michael J. Kittredge, Jr., Selectman

Siobhan M. Bohnson, Selectman