

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

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 September 17, 2014, seconded by Ms. Bohnson, all in favor.

Motion Mr. Hadley to approve the regular session meeting minutes from September 24, 2014, seconded by Ms. Bohnson, all in favor.

Anthony Sylvia, Director Department of Public Works

Mr. Sylvia is unable to join the Board this evening. Mr. Gaumond will deliver his update.

1. Chapter 90 Update – Malden Street

The agenda contains a memo about the Pavement Management Program. The Plan will be updated by the end of October and should be ready for presentation to the Board some time in November. The Plan will be updated following road repairs and will be a live document we can use as a guide for Chapter 90 projects. Mr. Gaumond noted that five years ago when John Westerling was here we did the original Pavement Management Plan. It has not been adjusted in a number of years and what you will be able to see is how much we will need to contribute to keep our roads in good repair. The previous report showed that \$800,000 a year was needed for road repair and we only receive \$300,000 in Chapter 90 funds. With regard to paving work, bid packages will be assembled over the winter and ready by May 1, 2015. Depending on availability of funding and scope of work we may conduct a second round of paving projects later in the year starting in August. The bulk of our available Chapter 90 funds will be applied in 2015 and for any immediate concerns about Malden, Crescent, Goodale Prospect and Woodland Streets, the DPW will make spot repairs to extend the life of those roads through the upcoming winter.

In regards to the paving plan, Mr. Rucho questioned if we have a list of Chapter 90 projects and money allocated to them. Mr. Gaumond advised that the Transportation Committee has been working with him on that list. Mr. Rucho asked about the list that we are currently working with. Mr. McCormick stated that there was a list, however, there were no costs associated to the projects. Mr. Gaumond added that we had estimates from our on-call engineer, but until we go out to bid we don't know the actual cost. Mr. Rucho asked about the Worcester Street guardrail project. Mr. Gaumond explained that the town was notified that the legislators were able to include those funds in the 2014 Transportation Bond Bill and we will discuss that later in the evening with them. We are waiting for the Governor's office to release those funds for us to be able to complete that project. We do not know if \$250,000 will complete it 100%.

Mr. Gaumond explained that the Pavement Management Program was a result of a study done by Central Mass Regional Planning Commission. It tells you how to allocate your resources to get the longest life out of a road. Ms. Bohnson reminded everyone about the gentleman who lives on Malden Street, attended one of their meetings and spoke about the condition of the road. She would like to insure that whatever we are going to do to make it worthwhile. Mr. Gaumond noted that the streets mentioned are those really in need of our time before the snow flies.

2. Solar Stop Sign Update

Mr. Gaumond reports that Mr. Sylvia is recommending installing solar stop signs to replace the existing signs at Prospect/Newton Streets for Prospect Street traffic, Prospect/Crescent Streets for Prospect Street traffic and Prospect/Woodland Streets for Woodland Street traffic. Mr. Sylvia is prepared to order the signs tomorrow, and they will be delivered in two weeks and installed by the DPW as soon as possible. The total cost of the signs is \$8,500 and they can be purchased with Chapter 90 funds.

Motion Mr. Hadley to proceed with purchasing the 6 signs, seconded by Ms. Bohnson, all in favor.

3. Drainage Easements

These easements are needed for the projects just completed on Campground Road and Prescott Street. Town Counsel is reviewing the final drafts, which will allow the town to improve public infrastructure on private property. The improvements are working and have been surveyed by the town. Both these projects were done with Chapter 90 funds. We will carry this item over.

Mr. Rucho asked about for a status on the improvements to the Pinecroft intersection voted on by the Board in May. Mr. Gaumond advised that the DPW and the Police Chief have been discussing changing the intersection plan. The plan approved would have required the Municipal Light Plant to relocate poles so Mr. Sylvia is trying to come up with something to avoid pole relocation. He will provide the Board with an update before the end of the week.

NEW BUSINESS

1. Request from Christ Lutheran Church, 112 Crescent Street for a transient vendor license to sell Christmas Trees beginning the Saturday before Thanksgiving, November 22nd, until they are sold out

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

2. Consider request from to increase the rate of pay for the Plumbing/Gas Inspector from \$25.00 per inspection to \$30.00 per inspection

The agenda package includes a memo from the former Building Inspector asking the Town Administrator to consider making this change. The Inspector has been working with the town for seven years and never had his pay increased. Mr. Rucho asked if this required a public hearing. Mr. Gaumond advised that it does not as it is not a fee.

Motion Mr. Rucho to approve the request to increase the rate of pay for the Plumbing/Gas Inspector from \$25.00 per inspection to \$30.00 per inspection, seconded by Mr. Hadley, all in favor.

3. As allowed under M.G.L. c 138, §15, effective October 23, 2014, approve requests from West Boylston Package Store & Central Street Market LLC to open on Sundays at 10:00 a.m.

There have been some recent changes to Mass General Laws, which now allow off-premises retail alcoholic beverage licensees to sell alcoholic beverages beginning at 10:00 a.m. on Sundays. This will not go into effect until October 23, 2014. Licensees must notify the local licensing authority of the change in hours and attach a corporate vote authorizing the change. We have received requests from West Boylston Package Store and Central Street Market.

Motion Mr. Hadley to sign the Form 43 for the change in hours, seconded by Ms. Bohnson, all in favor.

4. Concurrence on the appointment of Mark Brodeur, Afra Terrace as Alternate Building Inspector effective October 1, 2014 at a rate of \$25.00 per inspection

Motion Mr. Hadley to concur with the appointment, seconded by Mr. Rucho. Mr. Gaumond explained that Richard Breagy has been our alternate for a number of years. He was the Building Inspector prior to Mark Brodeur coming on board. We only use his sparingly when the Building Inspector is not available. Until we get our permanent Building Inspector on board we will need another assistant to help out and Mr. Brodeur has agreed to do that. We are not limited on the number of alternates we have. Mr. Rucho asked if it is temporary. Mr. McCormick noted that he could be here for ten years as an alternate and he has been very accommodating. Mr. Rucho would like to see a shorter term just for the busy time. Mr. McCormick thinks he might be a help to the new building inspector in getting him up to speed. Mr. Rucho would like his term to go to December. When we have the new building inspector he could decide if we need two alternates.

Ms. Bohnson questioned how would you decide who to call if you have two alternates. Mr. Gaumond would ask both and the first to respond would be the one. Ms. Bohnson feels two options would be better. Mr. Gaumond feels it could only help us. Mr. Rucho asked if he could come in to review plans. Mr. Gaumond advised yes, and it would be \$25.00. Mr. McCormick thinks the term should stay at April 30, 2105. Mr. Hadley likes the idea of keeping him on as he has been working on projects.

Mr. Rucho asked about him being on the Planning Board and he was leaving so it wasn't going to be an issue, but now he is coming back and he would have an issue. Mr. Gaumond advised that he was given a copy of the Conflict of Interest requirements. He is not supposed to be involved in items he would have a conflict of interest with and he if goes contrary, a complaint could be filed and the state could investigate it. He used the April deadline date because that is the date he has for all his inspectors. Ms. Bohnson agrees with the April deadline.

Vote on the motion – Messrs. McCormick, Hadley and Ms. Bohnson yes; Mr. Rucho no.

5. Concurrence on the appointment of a permanent Inspector of Buildings (tentative)

This item was listed as tentative. Mr. Gaumond is prepared to appoint Christopher Lund of Shrewsbury to the position of Building Inspector. He is a graduate of Michigan State, acting Building Commissioner in Auburn, where he has served as the local inspector since 1998. Tonight he is asking for the Board's authorization to enter into contract negotiations with Mr. Lund for \$26 per hour for 32 hours a week. He has agreed to begin work on October 20.

Mr. Rucho stated that he spoke with Mr. Gaumond earlier about this and was told that his term would expire in June of 2015. Mr. Rucho voiced his concern about entering into a contract as the Board may decide to share a building inspector with the Town of Sterling again. Mr. Gaumond advised that any department head is an at will employee except for those who have multi-year contracts. Mr. Rucho questioned why he couldn't just be an employee and not have a contract. Mr. Gaumond explained that when we hired Mark Brodeur the position did not exist so we entered into an employment agreement with him that mirrors the parameters of the Personnel Bylaw. That was the reason why it was done as a contract. It is the cleanest way of doing that. His intention is to fix the bylaw. We didn't fix it then because we did the joint agreement with Sterling. Mr. Rucho feels that worked out fine. Although Mr. Gaumond agrees, his intention was to not go forward with it at the conclusion of the contract. When Mr. Brodeur retired it accelerated that and he is now the acting building inspector in Sterling as a private vendor. Mr. Rucho asked if most of the towns do a contract. Mr. Gaumond feels it is rare and currently the position does not exist in the Personnel Bylaw.

Mr. Hadley asked if he spoke with him about how the town wants to be known as business friendly. Mr. Gaumond advised that he did adding that towns use the position of Building Inspector and Zoning Enforcement officer different. You are not allowed to do things in violation of the code. One of the things that is very important to him and first and foremost is that you make sure that the residents and business community get the services they need. Our town is very pro business and business development. It was a goal established by the Board and anyone coming into that roll has to embrace the principles the Board has. Those are the types of questions he tries to find out when he speaks with references. The people he interviewed were similar in their response.

Motion Mr. Hadley to authorize the Town Administrator to enter into contract negotiations, seconded by Ms. Bohnson. Mr. Rucho asked if the contract could go until June of 2015 and we can look at our options and if we decide to go a different directly there will not be any issue. He would like to talk more about this as we are jumping to 32 hours, paying more and putting on another alternate.

Mr. McCormick noted that the biggest issue is code enforcement. Mr. Rucho thought everything was being done. Mr. Gaumond's intention was to go for a full time position as his hope is development will start picking up and the Planning Board had issues with code enforcement. He believes the building inspector played a significant role in the new building maintenance. We need to move into a direction where we can have somebody he can go to help with the administration of the building. If he finds he is not doing anything we can talk about his hours.

Vote on the motion – Messrs. McCormick, Hadley and Ms. Bohnson yes; Mr. Rucho no.

6. Technology Improvements in town hall

One of the projects Mr. Gaumond has been working on is to bring technology into our two meetings rooms. His plan was to install two flat screen monitors in each of the meeting rooms for presentations or training. He no longer thinks we need to have monitors on the table as Board members had no problem viewing what was on the screen during the Goal Update presentation. He has a quote, which he is pleased with, and he has spoken with the IT person at the school. He will try to scale back the project and revise the price as he thinks we can do something at a fraction of the cost and have it be sufficient. It will eliminate the need for a projector and will have a plug to connect into it. He is also thinking about only installing this equipment in the meeting room on the second floor and not the first floor.

7. Consider signing Eligible Purchaser Certificate for 16 Heritage Lane

Mr. Gaumond explained that one of the properties at 16 Heritage Lane has turned over and in order for it to turn over you must file an Eligible Purchase Certificate for the property. All the paperwork has been completed by our Community Housing Specialist, who has reviewed the documents and recommends the project be signed by the Board. This item requires a Board to vote to authorize the Chairman to sign the paperwork.

Motion Mr. Hadley to authorize the Chairman to sign the Eligible Purchaser Certificate for 16 Heritage Lane, seconded by Mr. Rucho, all in favor.

8. Approve town meeting mailer

Motion Mr. Rucho to approve the mailer, seconded by Mr. Hadley, all in favor. This year's mailer includes the new phone numbers for town hall on the back page. We also intend to do something with the town report to get the information out to the public.

MEETINGS, INVITATIONS & ANNOUNCEMENTS

1. October 20, 2014, 7:00 p.m. – Semi-Annual Town Meeting at Middle/High School
2. October 25, 2014, 12-2 - Open House for New Town Hall

Mr. Gaumond noted that one of the things that the FISP committee wanted to do was to hold an Open House. We will be welcoming the public to our new town hall, have a ribbon cutting and a walk through. The invitation will be a photo of the original town hall from the 1908 Centennial.

SELECTMEN REPORTS

None this evening.

FUTURE AGENDA ITEMS

Mr. Rucho sent Mr. Gaumond a post of an issue which happened at the football game. He would like to talk about that at the next meeting. He would also like the drop box moved to the bottom of the ramp to make it handicapped accessible. He thinks it should be down on the side of the building so people do not have to walk up the ramp to the door. He would also like it mounted lower for people in wheelchairs. Mr. Gaumond pointed out that the box is mounted in stone and at that location it would be mounted to the building. He will look at it.

Mr. Hadley has heard that they are removing earth from 94 North Main Street to the Prescott Street property. He is on the Earth Removal Board and they have not come in front of that Board yet. Mr. Gaumond explained that typically he would have the Building Inspector look at this. This was something the Building Inspector reviewed in August and at that time there was no problem, however, that doesn't mean that something has happened to trigger a permit. He will work on that.

Senator Harriette Chandler & Representative James O'Day - Updates

Update on Worcester Street Guardrail Project, when the \$250,000 designated for this project in the 2014 Transportation Bond Bill might be released, Sidewalk improvements on Route 12, Environmental Bond Bill funds for Goodale Park Improvements, Environmental Bond Bill funds for Library Technology Funds and Other Items of Interest to the Town

Rep. O'Day explained that the process is very similar with a bond bill and the Worcester Street project is a little older. In an effort to try to address that problem, they were able to have this amount of money put into the 2014 Transportation Bond Bill. It is a process and we now have to apply pressure to the Department of Transportation, Administration & Finance and the Governor's Office. It is the same for all of these bond bills. None of these funds are guarantees and there are plenty of other projects not even put into the bond bills. Senator Chandler added that they are not an appropriation or hard dollars. They depend on pressure to get the money out. This year for the first time the Executive Office for Administration & Finance decided on July 1 to release the capital budget. They need to receive requests by June of 2015 and requests can be a list of all the projects. She suggested sending postcards to the Governor's Office letting him know that West Boylston wants the project done. That office decides on what projects should be taken on. They will send their requests in, but you need to get the attention of the Governor.

Mr. Rucho thanked them both for getting it into the Bond Bill. In regards to the Bond Bill, Mr. Rucho asked if the Governor can pick out one line and only fund that one item. Rep. O'Day replied yes, they are all earmarks. The Governor's Offices tries to fight back the idea of earmarks. They would like to go with the projects they think are important. We need to put information out on the importance of the project for the community. Senator Chandler advised that there is also a formula on getting it out. You could also approach it by getting support from within the town such as having the Board of Library Trustees say how much the funds are needed for the library. She would also try to get the

people who are involved with the environment issue to push the Goodale Park Project. Mr. Rucho would like some ideas about what the Parks Facilities Committee should be doing. Mr. McCormick requested a list of names and telephone numbers. He remembers when we tried to get the county hospital torn down the town sent a letter every week. He suggested a letter writing campaign. Senator Chandler suggested having the Parks Department bring them out here and show them the Master Plan. Mr. Hadley asked if there is an advantage to having a shovel ready project. Rep. O'Day doesn't know the answer to that. Senator Chandler thinks we should have a conversation with District 3 of MHD. Mr. McCormick suggested getting DCR involved. Rep. O'Day has had issues and conversations with them relative to the overgrowth on the Causeway and the Town has done the trimming. He agrees that they need to find a better way of getting better services on those sidewalks. Senator Chandler recommends being very consistent about reminding the state and District 3 that this is their problem and they cannot let it go. Mr. McCormick questioned who owns the sidewalk over the causeway. Both legislators commented that it is very difficult to ascertain who owns it. Mr. McCormick spoke to the need for sidewalks from Horseshoe Drive to the Worcester line. Rep. O'Day noted that it is a safety issue and a huge project. Senator Chandler feels that it is the kind of project that should be in the capital budget. She suggested arranging a meeting with District 3 to come down and have a conversation to get them familiar with our concerns and the danger they are putting on people.

Mr. Gaumond added that one of the things we have been really concerned about in the community is the beautification of Route 12. It is not only a safety concern but it is the major commercial way in the town. We have been trying to work on what our needs are. We have developed a Sidewalk Master Plan and when we held our SWOT (strengths, weaknesses, opportunities, threats) exercise, always near the top of the list was better, adequate sidewalks to the school, parks, public buildings and for economic development. On Route 12 our impact is very little a conversation with the legislators and District 3 could be what plans do they have to look at Route 12. He would welcome that meeting to include the Transportation Committee and Planning Board. Senator Chandler offered to schedule the meeting and set up the attendees.

Mr. Rucho noted that they have spoken with Rep. O'Day about other building projects such as the senior center or a police station. Rep. O'Day has started doing some legislative work on what might be available and he reached out to Senator Brewer. Senator Chandler advised that there is nothing from the state for funding on a senior center, and Holden and Worcester did them totally with private funds. Ms. Bohnson stressed that it is really a huge need for the town. Senator Chandler recalled when she first came to West Boylston they had a very active senior center. She will look into it. Mr. Rucho suggested the legislators visit the police station to see our needs. Rep. O'Day thinks that Sterling is looking to do a senior center on a regional basis. Senator Chandler asked if that is something West Boylston would entertain. Mr. McCormick advised that Sterling has money to build a new senior center and we were always told we could apply for an \$800,000 Community Development Block Grant. Mr. Rucho suggested contacting the Director of the Council on Aging to get the information she has and send it to the legislators. It was agreed to meet again before January 1st for the capital budget.

Mr. McCormick invited legislators to the open house for the new town hall, which will be on October 25th.

Mr. Rucho announced that the Fall Festival will be held on The Common this Saturday, October 7th from 10-4. There are all kinds of events scheduled. West Boylston/Boylston basketball is open, just go onto westboylstonsports.com for information.

With no further business to come before the Board, motion Mr. Hadley at 9:00 p.m. to adjourn, seconded by Ms. Bohnson, all in favor.

Respectfully submitted,

Approved: October 15, 2014

Nancy E. Lucier, Municipal Assistant

Kevin M. McCormick, Chairman

John W. Hadley, Vice Chairman

Christopher A. Rucho, Selectman

Siobhan M. Bohnson, Selectman