

Members present: Kevin M. McCormick Christopher Rucho (arrived at 6:25 p.m.)  
John W. Hadley Siobhan M. Bohnson  
Members absent: Michael J. Kittredge, Jr.

Mr. McCormick convened the meeting at 6:00 p.m.

**Joint Meeting with the Housing Authority and Affordable Housing Trust (In 1<sup>st</sup> Floor Meeting Room)**

Patricia Halpin, Chair of the Affordable Housing Trust and members Robert Barrell, Marc Frieden joined the Board with Housing Authority Chairman Marcia Cairns, member Janice Ash and Director Anita Sullivan. Mr. Hadley also serves on the Affordable Housing Trust. Richard Heaton, our Community Housing Specialist is also in attendance.

Mr. Gaumond explained that the purpose of the meeting is to discuss how the Town of West Boylston is going to meet one of their goals they set this year. The Board of Selectmen felt it was important to look at the housing needs of the growing senior population. At the beginning of the calendar year the Affordable Housing Trust and Mr. Gaumond began meeting with Mr. Heaton to try to talk about some ideas. They held a stakeholders meeting to get feedback and one of the ideas was to expand some of the property at the Housing Authority. Mr. Heaton was charged with developing a conceptual plan to meet this goal and has experience working with housing projects.

Mr. Heaton explained that there is a process he would like to give the group an opportunity to consider. It would tap into the \$100 million that the state gives away every year to communities to build housing. They are HUD and Department of Housing and Community Development funds. You go through a bidding process which takes two to five years. He thinks it is very important to begin the process now and distributed a handout outlining the process. The State of Massachusetts is of the opinion that over the next ten years they will need to double the housing production and affordable rental housing is the absolute hardest to get. They have started to look through West Boylston to determine the need. Based upon what is available at the Housing Authority and developers this is a very attractive community and a lot of people would like to build here. They would like to start the process with DHCD to take back the 25 acres that was given to DHCD who now owns it with the West Boylston Housing Authority. They are not allowed to sell the land without DHCD approval. The Housing Authority is an elected board with one member being appointed by the Governor. They held a Saturday morning meeting and developed a wish list. It is something that could turn into specifications and there were about 12-15 people in attendance. Some of the things that stood out were they wanted to take a piece of land and lease it to a developer for 99 years. At the end the land would come back to the town with all the houses. The town would maintain control of the land. They would like to develop rental units, age restricted, 60 or over, with West Boylston residents getting 70% of the units and a contribution by the Community Preservation Committee to the project. The best way to demonstrate a town's commitment is to have the Community Preservation Committee give funds to the project. It means a lot to have that support. They looked at different sites including the Mixter property and Maple Street and feel the most reliable piece of property is the Housing Authority land, 25 acres, 6 of which is dedicated to the Housing Authority, 19 acres vacant, pretty flat, two exits, there is an intermittent stream, access to town sewer and water, a very viable piece of land. DHCD determines what happens to the land. We need to go to DHCD and ask permission to take the land back for a token amount. He expects that DHCD would want something for that. The letter he is proposing to send to them kicks off the discussion. It is entirely possible that they would say they are not interested in

transferring the property. If they do not, he will come back to the Board of Selectmen and the whole process with DHCD will probably take 90 days. The land would then transfer to the town and the Affordable Housing Trust would develop a more detailed plan of what would go on the site. The plan would have to go to town meeting to allow the Board of Selectmen and the Affordable Housing Trust to lease the land to a developer to build on the property to the town's specifications. We would issue an RFP, ask them to secure all the financing and operate the site. If fortunate, we would get three to four proposals. After approval they would negotiate the 99 year lease. It defines the town's rights to the property and the developer's right. You get quarterly reports. As they get more information he will come back to the Board.

Mr. Barrell asked Mr. Heaton to explain the advantage of leasing the property. Mr. Heaton states it is your land, and you do not want to give it away. It has to be operated to your standards. It is also not taking something off the tax rolls and whatever is built you would collect tax revenue on. Mr. Gaumond stated that one of the things he has not thought of was that we would need a town meeting to approve the lease. Because the West Boylston Housing Authority is a separate authority do we need a town meeting vote to accept the land. Mr. Heaton advised that you do not as the Housing Authority, is a 121B corporation and you can transfer assets between West Boylston Housing Authority to the town by the Board of Selectmen. The lease requires town meeting approval.

Mr. McCormick asked the difference between 40B and 30B. Mr. Heaton explained that 40B is the law that governs affordable housing and 30B deals with procurement issues and governs how a developer will be chosen and the need for quotes at certain thresholds. Mr. Rucho arrived at 6:25 p.m. Mr. McCormick feels that the biggest fear in West Boylston is that you are bringing in a 40B as people are fearful of having a 40B project are going to say they are not going to have a 40B project near my house. Mr. Barrell advised that there are different percentages of medium income used to determine eligibility and now it is at 30% of the AMI. Mr. Frieden added that it will be to the specifications that the Affordable Housing Trust comes up with as we set up the specifications. Mr. McCormick feels it will be a step above what is there now. Mr. Barrell noted that many people would not qualify for the housing currently there, however, many would qualify for this type of housing. Mrs. Halpin stressed the need for talking points. Mr. Heaton feels that when most people hear 40B they think of a development coming in that they do not like. This would be a LIP, a project you want, as opposed to an unfriendly ugly project. Ms. Bohnson asked what happens if it goes to town meeting and it does not get approved. Mr. Heaton would accept that DHCD, if it is not approved by town meeting, it will remain with DHCD. Mrs. Cairns voiced her concern that if they do not do something with the land the state will come in and put in family housing. Mrs. Halpin pointed out that there are 26 units of family housing on Franklin Streets. Ms. Bohnson feels we are opening the door to service the other people in the community who want to stay within the community. She likes the idea on the age and questioned how you deal with veterans and their ages. Mr. Heaton stated that it is a decision that they will make down the road. Ms. Sullivan thinks it is important to know that when they came up with sample rents none of her tenants would be able to pay that much for rent. Mr. Frieden thinks it will move us towards meeting the state's goal for affordable housing and puts the land under our control. Ms. Halpin stressed the need to mount a clear and convincing campaign to the populous and be united. Ms. Ash noted that she is the Chairman of the Council on Aging and this property was also discussed for a senior center. She asked if it would put the parcel out of contention. Ms. Halpin advised that Mr. Heaton's presentation in February was a project to include a Council on Aging with the housing. Ms. Ash stated that they didn't want to be connected to it. Ms. Cairns advised that it would be a separate building. Mr. Frieden added that the letter to DHCD doesn't say that we are doing that.

The last agenda item is to discuss action steps. They will look for a letter of support from the

Board of Selectmen to DHCD. The Housing Authority and the Affordable Housing Trust have independently agreed to move forward with submitting the letter, which requires signatures from the three chairman.

Motion Mr. Hadley for the Board to sign the letter to DHCD, seconded by Ms. Bohnson. Vote on the motion- Messrs. McCormick, Hadley and Bohnson yes; Mr. Rucho abstains.

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

Motion Mr. Hadley to approve the regular session meeting minutes from October 1, 2014, seconded by Ms. Bohnson, all in favor.

### **Anthony Sylvia, Director Department of Public Works**

Mr. Sylvia advised that the winter parking ban is in effect beginning November 1 through April 30, 2105 between the hours of midnight and 5:00 a.m. if inclement weather is forecasted.

#### **1.FY15 Prewinter Advisories**

Mr. Sylvia reminded residents to please remove obstructions, such as basketball hoops, from the edge of the roadway as plowing operations could damage the items or our equipment. Residents are reminded that snow blowing or shoveling from driveways should not land in the streets or sidewalks, but rather into a resident's front yard. The DPW requests that residents repair any weak or leaning mail boxes that could become damaged by flying snow during plowing operations. On trash pickup days, residents need to place trash barrels and recyclable containers by 7:00 a.m. near the end of their driveways and not on the street or sidewalks during snow plowing operations. Residents are able to sign up for DPW News on the Town's website to stay informed of changing services during snow storm operations such as trash day rescheduling. This year the DPW we will be using another method of roadway de-icing. It is the same product, but will be brownish in color. It will perform the same as the green salt, be safe for the environment, is endorsed by the EPA.

Ms. Bohnson recalled last year we had trouble with the supply of green salt and questioned if this product is more available. Mr. Sylvia advised that that is part of the switch. The company who provided the green salt last year warned of the depleting inventory. Mr. Rucho asked if Mr. Sylvia tells the company how much salt he would need for the year. Mr. Sylvia advised that they set up a contract based on estimates and last year we went beyond our estimates and they were within their rights to suspend delivery. Mr. Rucho asked if we bid both sand and salt. Mr. Sylvia explained that that there was a combination and sand will be necessary when we get icing conditions.

Edward Suraci, 150 Malden Street stated that he was at the September 3<sup>rd</sup> meeting and spoke about the safety and deterioration of the roads. He was promised a follow up within 30 days, which he never got and the road continues to deteriorate. It is worse today with all the leaves covering up the ruts. It is Crescent and Malden Streets.

Mr. Sylvia stated that he has been aware of the disrepair. His biggest concern is whether or not the road can sustain a winter of snowplowing. Next year he intends to rebuilt both the streets. Mr. Rucho asked who was supposed to get in touch with Mr. Suaci. Mr. Suraci stated that Mr. Sylvia was supposed to notify him, he understands that the road will be fixed this year, however, it doesn't address the holes. The way they were repaired with gravel, it all washed away and he is concerned about his wife traveling the road. He has been raising this for over one year. Mr. McCormick offered to get back to him within 30 days with some sort of plan of attack. It will be on the November 19<sup>th</sup> agenda. Mr. Rucho commented that we have discussed Malden Street for years and if the holes are that big, they have to be filled. He doesn't think we can wait that long.

Mr. Sylvia stated, that as the public works director he goes out and does inspections. He was

out there last week and Mr. Suraci is right, there are leaves everywhere. They will use hot to mix to repair the holes. Mr. McCormick would like to get together with Mr. Gaumond and Mr. Sylvia. Mr. Suraci offered to attend the meeting. Mr. McCormick will contact Mr. Suraci if he feels we need more information.

2. Vote to authorize the Town Administrator to execute the following snow and ice material contracts Morton Salt (Oxford Regional Bid) & Eastern Salt (Shrewsbury Regional Bid)

Mr. Sylvia recommends the Board approve two vendors for our snow and ice material contracts. The first is with Morton Salt, which was a regional bid with the Town of Oxford for the purchase of ice-B-gone and the second is with the Town of Shrewsbury for rock salt. Mr. Rucho questioned how the prices were compared to last year. Mr. Sylvia advised that they are 25-30% higher as the industry is still trying to rebound for last year's shortages. Mr. Rucho asked if the town was required to pre-order an amount. Mr. Sylvia advised that the town has the freedom to order as much as we see fit until they run out. He estimates 1,800 tons per season for rock salt and we can go 25% either way and 2,000 tons of ice-B-gone which could also go 25% either way. They deliver 300 tons at a time, which is ten trucks.

Motion Mr. Hadley to authorize the Town Administrator to execute the snow and ice material contracts with Morton Salt and Eastern Salt, seconded by Mr. Rucho, all in favor.

3. Vote to approve seasonal snow plow drivers for town vehicles, subject to successful pre-employment testing - William Mulcahy, Paxton, MA, Donald Mackenzie, West Boylston, MA, Eric Tebbetts, Baldwinville, MA and Larry Salate, West Boylston, MA

Mr. Sylvia requests the Board's approval to hire the four seasonal snow plow drivers. Ms. Bohnson noted that the initial list was for five and questioned if another name would be forthcoming. Mr. Sylvia does not anticipate that. He is also proposing a 2% increase to the base pay over last year to \$17.03. He may need to use some of the drivers who have CDL licenses to drive the larger dump trucks. If they do, he would like the ability to pay them a little more and is proposing an increase of \$4.00 per hour. This would apply to only two of the four drivers.

Motion Mr. Rucho to approve the drivers and rates of pay, seconded by Mr. Hadley, all in favor.

4. Update on Pinecroft Intersection Improvement

Mr. Sylvia reports that back in May he and Chief Minnich recommended to the Board of Selectmen a change to a four-way stop. Going forward he had a number of ideas to improve it in a different way and that is why a number of months have gone by. He prepared an Alternate #2, however, he and the Police Chief are recommending we stay with the original plan. With Alternate #1 Mr. Hadley recalls an issue with a light pole, south bound traffic from Holden, removing a tree and sufficient turning radius for trucks. He doesn't want to run into the same problem we had when we made improvements to lower Maple Street at the stop sign. The first issue Mr. Sylvia is working on is scheduling a public hearing to remove the tree, the pole relocation will take a couple of months and put us into winter and because of winter conditions it could bring us to spring. When they relocated a pole at Woodland Street on Evans Road it took a couple of months because of other utilities that needed to be relocated. He does not anticipate this project happening before winter. He will cut into the curb and make pavement changes to allow for easier turning with large trucks.

Mr. McCormick questioned why Alternate 2 didn't get approved. Mr. Sylvia explained that the Police Chief had concerns about going through two stop sign areas. Mr. Rucho thinks the reason

was to slow people down. Mr. McCormick thinks the Board should discuss this again before anything is done. Mr. Rucho noted that it is a busy intersection and the Chief's main concern is about the residents in West Boylston. Ms. Bohnson asked if this was one of the intersections we would install an electronic stop sign at. Mr. Sylvia intends to.

Motion Mr. Hadley to go with Option 1. Mr. Rucho recalled the motion being made in May. Mr. McCormick doesn't think we can get this done in the winter and Mr. Sylvia agrees, he will move ahead with the tree hearing and pole relocation and hold off with other changes until after winter.

5. Update on yard waste collection dates

The yard waste collection site will be open on October 18<sup>th</sup> from 7-12; November 7<sup>th</sup> 8-1; November 15<sup>th</sup> 7-12 and November 21 from 8-1. The information will be published on the town's website.

6. Municipal Disclosure Forms

Mr. Sylvia advised that one of the four snow plow drivers is an employee of the Municipal Light Plant and as such, he is required to file a Disclosure form, which needs to be signed off on by the Board of Selectmen.

Motion Mr. Hadley to approve and sign off, seconded by Mr. Rucho, all in favor.

**NEW BUSINESS**

1. Vote to sign Contract for Designer Services for the Goodale Park Athletic Field Improvements

The signature file contains an agreement for the Goodale Park Improvement Master Plan. The Parks Facilities Committee has been working diligently after going through a public procurement process. Both Mr. Hadley and Mr. Rucho serve on the committee. The agreement was developed after the Beta Group of Norwood was selected as the designer of choice. Mr. Gaumond, along with the Police Chief, Fire Chief and School Department met with the group last Wednesday night to provide feedback.

Motion Mr. Hadley to sign the contract for Designer Services for the Goodale Park Athletic Field Improvements, seconded by Ms. Bohnson. Mr. Rucho noted that there were four or five submittals, they had numerous meetings, and the Beta Group has already started. Vote on the motion – all in favor.

2. Assign Motions for October 20, 2014 Semi-Annual Town Meeting

Mr. McCormick will do the motions for Articles 1 and 7, Mr. Hadley will do the motions for articles 2 and 6; Mr. Rucho will do the motions for Articles 5 and 9 and 10; Ms. Bohnson will do the motions for articles 4 and 8. The CPC will do the motion for Article 3. Mr. McCormick encouraged everyone to come for town meeting.

3. Concurrence on the appointment of Christopher Lund, Shrewsbury, MA to the position of Inspector of Buildings effective October 20, 2014 for a term to expire on June 30, 2015

At the last meeting the Board authorized the Town Administrator to begin contract negotiations and in the signature file there is both an appointment slip and an employment agreement with Mr. Lund. His references have been extremely positive and he attended the monthly department head meeting yesterday. Mr. Hadley questioned the appointment term. Mr. Gaumond explained that his intention is to put the position back into the personnel bylaw at the May Town meeting effective July

1, 2015. After that he will not need an employment contract. He will be an at will employee the same as the position of Treasurer/Collector. His intention is not to have this as a three-year contract. Mr. Rucho asked about previous building inspector contracts. Mr. Gaumond does not remember how long the previous contracts were for. Mr. Rucho asked if on June 30<sup>th</sup> we decide we want to go in another direction, could we part ways? Mr. Gaumond advised yes, if there are issues, we are not locked in.

Motion Mr. Hadley to concur with the appointment, seconded by Ms. Bohnson, all in favor.

Motion Mr. Hadley to sign the contract, seconded by Ms. Bohnson, all in favor.

#### 4. Update on electronic sign

Mr. Gaumond brought forth the quotes received thus far for the sign. We will be going to town meeting for the additional funds to purchase the sign. We currently have \$15,000 for the sign, \$7,500 from town meeting and the Municipal Light Plant matched that amount. They have also offered additional funds up to \$2,000, if needed. Mr. McCormick suggested at the meeting prior to town meeting we could look at the signs one more time. Mr. Rucho believes all the vendors were given the same email. Mr. Gaumond has spoken with everyone on the list. Mr. Hadley believes that Watch Fire is the sign to buy and at least two specified Watch Fire signs. Mr. Rucho noted that he and Mr. Gaumond went out to Grafton to look at the Sunshine Signs and within one quarter of a mile there were four or five signs done by that vendor. Mr. Hadley added that one of the things Mr. Rucho brought up that is a good point, is line of sight otherwise we would have to put a cell service in the sign. Mr. Rucho suggested putting something at the library with line of sight. Mr. Gaumond advised that all of the sign companies are willing to work with the town on the sign plan. From where we do the typing there needs to be a line of sight. Mr. Rucho hopes our IT can figure out a way to do this. Ms. Bohnson noted that Mr. Rucho and Mr. Gaumond said they met with the Sunshine Company and questioned whether they met with all the companies. Mr. Gaumond met with the other companies. Ms. Bohnson thought the one the Board looked at had a brick bottom and suggested having them produce a better photo of what they are proposing. She would like to know what the bottom is going to look like. Mr. Gaumond does not have a drawing from Connor Sign. Mr. McCormick suggested that once we get the money from the town, then maybe we thought 3'x8' for the middle of the sign and a brick bottom like the sign in Northboro. And the rest we didn't care. Mr. Gaumond noted that the Board did not specify that they wanted brick. He asked for a 3x8 electrical portion of the sign. Mr. Gaumond added that essentially they are all in the ball park. Mr. Rucho is concerned that they were not bidding apples to apples. Mr. McCormick suggested putting together specifications for a Watch Fire sign. Mr. Rucho added that everybody received the same email; however, we received more detail from some. Mr. McCormick would like a color drawing. A woman in the audience commented on her support for the local business, Connor Sign.

Mr. McCormick suggested having somebody work with Mr. Gaumond on the design. Ms. Bohnson also feels a color photo would be helpful as her concern is how the bottom of the sign is going to look. Mr. Hadley feels we should pay to get this completed this year. The Board would like to pick from one of the vendors. Mr. Rucho noted that we are going to take one of these vendors, or we are going to go out to bid again with the exact size of the sign, Watch Fire, what kind of case and how it will be installed, and who will do the electrical work. Mr. Hadley suggested sending another email with the Sunshine specs to the other three vendors for their best quote. The Board decided not to go with a brick base as it may be expensive. Mr. Gaumond will go forward with getting the new quotes.

#### 5. Field Cleaning

Mr. Rucho reports that there was an issue with some emails from residents about the football

field. He was at the Parks Meeting and they discussed this. The issue was players after the game were asked to clean the whole park. The parents thought it was not fair to the players to have to clean the whole park. They worked out a solution and it came to the Board of Selectmen because parents sent emails. In the future, Mr. McCormick thinks we should email them back and tell them they need to go right to the Parks Commission. Mr. Gaumond thinks the Parks Commission dealt with it. They had it on their agenda.

6. 2015 Goals & Objectives

Mr. Gaumond welcomes suggests from the residents in town. The Board will then hold a work session on the suggested goals, which is one of the most important exercises the town goes through.

7. Notification of the beginning of the Town Administrator's evaluation - Mr. McCormick requested the packets be submitted to him by the second meeting in November. The review will be finalized at the first meeting in December.

**MEETINGS, INVITATIONS & ANNOUNCEMENTS**

1. October 20, 2014, 6:00 p.m. – special meeting of the Board prior to town meeting
2. October 20, 2014, 7:00 p.m. – Semi-Annual Town Meeting at Middle/High School
3. October 25, 2014, 12-2 - Open House for New Town Hall
4. October 28, 2014, 7:00 p.m. – Special Meeting of the Town-wide Planning Committee. This meeting will be to discuss the Population and Land Use Chapters of the Master Plan. Central Mass Regional Planning Commission will report on some of the trends they found. This meeting will be televised.
5. The Fire Department is having their annual Open House on October 19<sup>th</sup> with free pizza and drinks

**FUTURE AGENDA ITEMS**

Mr. Rucho would like an update on cable and when we will go live. He also noted that under the new cable system, the government channels were switched and Channel 13 is now Channel 194. He would also like to speak with the Town Clerk about how she posts meetings and where and when they are in the building. Right now she has a hand-written calendar, which is difficult to make out; Mr. Gaumond will work on a solution.

With no further business to come before the Board, motion Mr. Hadley at 8:35 p.m. to adjourn, seconded by Mr. Rucho, all in favor.

Respectfully submitted,

Approved: November 5, 2014

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Nancy E. Lucier, Municipal Assistant

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Kevin M. McCormick, Chairman

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John W. Hadley, Vice Chairman

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Siobhan M. Bohnson, Selectman

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Christopher A. Rucho, Selectman