

Members present:     John W. Hadley                     Christopher A. Rucho  
                                 Kevin M. McCormick             Patrick J. Crowley  
                                 Siobhan M. Bohnson

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

**Read and acceptance of Minutes from Previous Meeting:**

Motion Mr. McCormick to approve the regular session meeting minutes of June 3, 2015, seconded by Ms. Bohnson, all in favor.

Motion Mr. McCormick to approve the executive session meeting minutes of June 3, 2015, seconded by Ms. Bohnson, all in favor.

**OLD BUSINESS**

1. Consider Signing Sewer Connection Fee Agreement from Sajda Gardens, LLC for Oakdale 40b Project

Mr. Crowley noted that the town has commissioned a sewer study that has not yet been completed. To him, it is a critical piece of information to make sure we have the capacity we need before we sign this agreement. Mr. Rucho feels the Board needs to set a date to sign the agreement and be prepared to sign it. Mr. Hadley advised that the document is due on or before June 28<sup>th</sup>. Mr. Rucho thinks the Board may be ready to sign the agreement at their special meeting on the 29<sup>th</sup>. Mr. McCormick suggested an absolute drop dead date of July 7<sup>th</sup>. Mr. Ali indicated that he would not have an issue waiting until July 7<sup>th</sup> and understands the Board's position. Regarding anything else, the permit has been here for two months, has been approved by town counsel, and if denied, he could go and get a Summary Judgement. He needs something concrete and is ready to work with the town as the situation was decided on in 2008.

Motion Mr. Rucho to act on the permit at the July 7<sup>th</sup> meeting, either sign off or deny, seconded by Ms. Bohnson, all in favor.

**NEW BUSINESS**

1. Consider approving the hiring of Lilian Henderson as a recreation employee at Step 1 of Grade 1 subject to CORI and successful pre-employment physicals effective June 18, 2015

Motion Mr. Crowley to approve the hiring, seconded by Ms. Bohnson, all in favor.

2. Consider amending the rate of pay for recreation employee Corey Page to Step 3 of Grade 1, \$13.91

Motion Mr. Crowley to approve the hiring, seconded by Ms. Bohnson, all in favor.

3. Concur with the following appointments to the Town Administrator Search Committee: Maryjane Baer, Personnel Board designee; Louise Howland, Department Head designee; and Ray Bricault, Finance Cmte. designee

Mr. Purcell explained that after the posting of the agenda, the Town Clerk called and made a verbal request to be considered as a department head interested in being on the Search Committee.

Motion Mr. McCormick to appoint Maryjane Baer, Louise Howland and Ray Bricault to the Search Committee, seconded by Ms. Bohnson, all in favor.

Residents Jim Ryan, David Femia, Matt Colangelo and Kristina Pedone expressed an interest to serve.

Motion Mr. McCormick to appoint James Ryan and Matt Colangelo to the Search Committee,

seconded by Ms. Bohnson, all in favor.

4. Town Administrator's Recommendation for Financial Management Services – extend engagement with FAA

Mr. Purcell explained that the FAA has served the town for some time and Mr. Daley previously informed the town he wanted to retire and sever our relationship. An RFP was issued and a proposal was received from a company who has been doing similar business for a certain period of time. At the same time an FAA employee currently working in the town expressed an interest in being appointed to the position of Town Accountant as a municipal employee. He established a review team consisting of Pat Bryant of the Finance Committee, Assessor Brad Dunn and a peer accountant to take part in the interview. Mr. Purcell prevailed upon Mr. Daley to continue servicing the town and give us time to get traction on this matter. Mr. Daley agreed and will continue until either we appoint a successor or through the fall town meeting and set our tax rate. We have a little bit of a reprieve to allow time to make a measured decision. The existing contract will remain the same.

5. Town Administrator's Recommendation for Property Tax Assessment Services

Mr. Purcell reports that the current vendor Regional Resource Group, Inc. has been operating in the town fairly successfully for a number of years. The contract expires on June 30<sup>th</sup>, we issued an RFP, and Regional Resource Group was the only respondent. The Board of Assessors reviewed the proposal, determined it met all of the criteria and recommend we enter into a contract with Regional Resource Group for three years. The contract was amended last fiscal year by \$10,000 to include periodic inspections and that was rolled into the scope of services for FY16. It is a 1.68% increase over the current year.

Motion Mr. McCormick to concur with the recommendation, seconded by Mr. Crowley, all in favor.

6. Town Administrator's Recommendation for Computer Administration Services

We issued an RFP for IT services and a review committee was established consisting of Kim Hopewell, Jim Bartlett and Lisa Clark Viklund. They reviewed three proposals and found that only Stillwater Computers, our current vendor, was fully compliant with the terms of the RFP. The other two were compliant in varying degrees. The proposal is evaluated first and the cost second. The first year of the Stillwater contract is identical to this year and there are minor increases in the subsequent two years.

Motion Ms. Bohnson to concur with the recommendation, seconded by Mr. McCormick, all in favor.

In reviewing the information, Mr. Rucho noted that one of the issues is lack of software knowledge and questioned if it is that because they do not know anything about software, or is it specific to our software. Mr. Purcell explained that we have 14 or 15 software categories and Stillwater has familiarity with all of them. We also have a new accounting software system.

7. Accept surrender of the liquor license issued to Goat Ridge Farm, 27 Sterling Street

Motion Mr. Crowley to accept the surrender of the license, seconded by Ms. Bohnson, all in favor.

8. Concurrence on the following Town Administrator June reappointments: Veterans Agent: Douglas Horka, 1 yr., \$5,000, Animal Control Officer: Charles Witkus, 1 yr., \$8,415, Assist Animal Control

Off: Steven Jones, 1 yr. \$25 per call, Earth Removal Bd.: Robert Barrell, BOH and Valmore Pruneau, Water District, Building Inspector: Christopher Lund, 1 yr.\$43,596.80, Open Space Implementation Cmte: Barbara Wyatt, Brenda Bowman and Raymond DeSanti, 1 yr., Transportation Cmte.: Larry Salate, 1 yr., Community Preservation Cmte: Patrick Crowley, Christopher Rucho and Charlene Hopkins, Con Com rep, 1 yr.

Motion Mr. McCormick to concur with the appointments, seconded by Mr. Rucho, all in favor.

9.Consider voting to approve the following Selectmen June reappointments: Finance Cmte.: Pavel Loven and Raymond J. Bricault, Jr., 3-yr., Affordable Housing Trust Bd of Trustees, A/K/A Housing Partnership: Patricia Halpin, Robert Barrell and Marc Frieden 2 yr.

Motion Mr. McCormick to approve the appointments, seconded by Mr. Rucho, all in favor.

10.Concurrence on appointments for Special Police for FY16, July 1, 2015 for a term to expire on June 30, 2016 at a rate of \$43.00 per hour - **Boylston Police:** John Annunziata, James Conway, Russell Parker, Jared Piche, Mark Shepard & Robert Thomas; **Clinton Police:** Brian Coyne, Michael Welch, William Kamataris, Miguel Martinez, Kevin West, Michael Fazio, John Gaughan, James Hisman, Paul Silvester, Jr., Karl Schmidt, Robert Champagne, Richard Welch, James M. McNamara, Jr. Joseph Downing, Jr., Jeffrey Frisch, Edward Jeffrey, Jr., Christopher Cornelius, Michael Frick, Jeffrey O'Toole, Brendan O'Malley, Christopher Willoughby, Jeffrey Notaro,Michael Fazio, Jr. Brian O'Malley; **Holden Police:** John Bourget, Anthony Gribbons, Robert Murray, Jonathan Santimore; **Lancaster Police:** Fred Hatstat, Patrick Hazelrigg, Gary Henderson, John T. McNally, James McNamara, Everett Moody, Patrick Mortimer, Andrew Shaw; **Rutland Police:** Donald Haapakoski, Ronald Friberg, Nicholas Monaco, Troy Chauvin, Chris Giglio, Thomas Downey, Travis McCauley, Diane Herzig, John Songy Jason Citymal, John Foster, Michael Tarckini **Sterling Police:** Paul Constantino, Craig Pomeroy Timothy Plouffe, Ryan Ferguson; **West Boylston Police:** Mark Morrissey

Motion Mr. Rucho to concur with the appointments, seconded by Ms. Bohnson all in favor.

11.Consider entering into contract with New England Mechanical Services for Boiler Repair Project at Beaman Library

Library Director Louise Howland joined the Board. She explained that the last time she was before the Board they approved funding for the boiler and other repairs at the library. They went out to bid, received two responses, and the low bid was New England Mechanical. They would like to enter into a contact with them to proceed with the process. Town meeting approved \$32,000, the quote was for \$24,042 and the other repairs were \$4,000.

Motion Mr. McCormick to sign the contract, seconded by Mr. Crowley, all in favor.

12.Consider granting request for Sewer Abatement from Warren Hyson, 57 Shrine Ave., as recommended by the DPW Director

The homeowner is requesting an abatement due to a broken water pipe.

Motion Mr. McCormick to approve the abatement request, seconded by Mr. Crowley, all in favor.

13. Consider request for transfer from the Fire Department from Fire Salaries to Fire Capital in the amount of \$3,382.00

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

14. Consider request from Hancock Dairy for a Transient Vendor License to sell at the Pinecroft Farmers Market from June 21 through October 11, 2015

Motion Mr. McCormick to approve the request, seconded by Mr. Crowley, all in favor.

15. Donation bin discussion

Mr. Hadley has been getting a lot of phone calls about the overflowing collection bin boxes. He thought we should discuss some changes to our bylaws. Both the Building Inspector and Mrs. Lucier looked into what other towns do. The Building Inspector prefers the model used by the City of Worcester. It requires contact information and approval by the property owner. Ms. Bohnson suggested guidelines to follow. Mr. Hadley suggested a bylaw. Mr. Crowley feels the Board is getting ahead of themselves. He doesn't think it is necessary to put restrictions on the form. He suggested trying the form first to see if it works as we have nothing now. It gives us the opportunity to pick up the phone and talk with the owner of the property and it also says that the area needs to be clean. Ms. Bohnson wants to insure that all items are kept inside the containers.

Mr. McCormick suggested changing the word clothing to donation. Mrs. Lucier will generate and license and it will be written on the license that the licensee is expected to keep the area surrounding the bin clear of any items so that nothing is overflowing or on the ground. We will get a list of all the bin locations and the owners of the bin. They will be sent an application and be required to appear before the Board at which time the Board will let them know that we are trying to make this an easy process. Mr. Rucho wonders if businesses in town are being paid to have the bin on their property.

16. Discuss July Meeting Schedule

It was agreed to change the July meeting schedule to July 8 and 22. Mr. Rucho will not be in attendance at the July 8<sup>th</sup> meeting and Mr. Crowley will be unable to attend the July 22<sup>nd</sup> meeting.

## **SELECTMAN REPORTS**

1. Update on potential solar project at landfill (SB)

Ms. Bohnson reports that she and Mr. Hadley have had a couple of meetings with the Light Department and they will now speak with their board. We are in discussion mode at this time.

## **MEETINGS, INVITATIONS & ANNOUNCEMENTS**

1. June 24, 2015, 7:00 p.m. - FISP meeting

2. June 29, 2015, 7:00 p.m. - special meeting to vote on Town Administrator's Recommendation for Property Tax Assessment Services

Mr. Purcell explained that after the agenda was printed the Board of Assessors called an emergency meeting to address this item and that is why we were considering holding special meeting. There are a couple of other items we need to consider. The Affordable Housing Consultant Services Proposals are being taken under advisement after a fruitful round of interviews with the respondents.

We will also need to discuss the IMA with the City of Worcester for health services as that contract is up for renewal on June 30<sup>th</sup>. Mr. Purcell noted that his niece is an agent of the City of Worcester that has provided services to the Town of West Boylston. On any matter relating to that contract, even though it is not a lawful conflict of interest, he will not be involved. Bob Barrell, Chairman of the Board of Health will handle those negotiations.

**FUTURE AGENDA ITEMS**

Ms. Bohnson would like something in writing from the Building Inspector and Police Chief regarding the firing range on Laurel Street, which the citizens have questions and problems with.

Motion Mr. McCormick at 7:55 p.m. to enter into executive session under the provisions of Massachusetts General Laws Chapter 30a, Section 21(A), Part 3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, seconded by Ms. Bohnson. The Chair so declared and stated that the Board will not return to open session. Roll call vote: Mr. McCormick yes, Ms. Bohnson yes, Mr. Hadley yes, Crowley yes, Mr. Rucho yes.

Motion Mr. Rucho at 8:30 p.m. to come out executive session, seconded by Mr. McCormick. Roll call Vote: Ms. Bohnson yes, Mr. Crowley yes, Mr. Hadley yes, Mr. Rucho yes, Mr. McCormick yes.

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

Respectfully submitted,

Approved: July 8, 2015

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Nancy E. Lucier, Municipal Assistant

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John W. Hadley, Chairman

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Kevin M. McCormick, Vice Chairman

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Siobhan M. Bohnson, Clerk

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Christopher A. Rucho, Selectman

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Patrick J. Crowley, Selectman