

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

Mr. McCormick convened the meeting at 7:02 p.m.

Read and Acceptance of Minutes from Previous Meeting

Motion Ms. Bohnson to approve the regular session meeting minutes from March 4, 2015, seconded by Mr. Hadley, all in favor.

WEST BOYLSTON MUNICIPAL MINUTE

Mr. Gaumond displayed a slide with information from the Department of Revenue regarding the average single family tax bill and how West Boylston ranks among other towns in the state. Over the last ten years, our average tax bill has increased, however, our ranking went from 108 to 153. The information will be on the town's blog.

NEW BUSINESS

1. Update on cable station

Brittney Blaney joined the Board for this discussion. The Board's agenda package includes an email from her on the status of the cable system. They have completed the testing on all of the equipment and everything seems to be working in good order. In the downstairs meeting room where the wires were cut they are now working with the adjustment to have that camera repaired or replaced. After repairs are completed they will be able to broadcast live. This evening we are being recorded and the tape will be brought to the library. Ms. Blaney advised that they will not be able to be on the air until the downstairs equipment and room are repaired. The education channel at the school is working. Mr. Gaumond asked if we could use that channel for our meetings. Ms. Blaney advised that they it could be done, however, she would need to clear it through the Cable Board as she does not make those decisions. Mr. Rucho asked for an estimated time when the work would be completed. Mr. Gaumond explained that we did meet with MIIA and the adjuster. They are coordinating the work to be done and as soon as we have a time table the Board will be informed.

Request From Wachusett Wine & Spirits, Inc., 21 Franklin Street to Pledge their Alcoholic Beverage License

Charles Faucher, President and Treasurer of Wachusett Wine and Spirits and Paul Sushchik, attorney for Mr. Faucher, joined the Board. Mr. Sushchik explained that they have been open about six months and are in the final stages of their financing. They will be getting an SBA loan for \$578,000. This will replace the construction financing they have with Bay State Bank and they would like to pledge the license for the SBA loan. They have no other financing or construction costs. The Board previously were provided with all their financing when they did the initial pledge. He explained that you pledge a licensed because it is security for the party loaning the money. It is an asset, which he bank could go after in the event they are unable to pay the amount of the due on the loan. Bay State has a first position priority and SBA a secondary.

Motion Mr. Rucho to approve the request from Wachusett Wine & Spirits to pledge their license, seconded by Ms. Bohnson, all in favor.

NEW BUSINESS (cont.)

2. Consider request from Dr. Barur Rajeshkumar, 305 Goodale Street, to fill vacant Assoc. Member position on ZBA

Mr. Rajeshkumar joined the Board. He works for UMass Medical School as a scientist and would like to be appointed to the Zoning Board of Appeals as an Associate Member. There are three slots for associates, one of which has been vacant since last April when Mr. Goodale did not accept reappointment. The vacancy has been posted on the town's website for quite some time. Mr. Gaumond did meet with Mr. Rajeshkumar to explain the responsibilities of being a member of the ZBA. The appointment is one made by the Board of Selectmen. Ms. Bohnson asked Mr. Rajeshkumar when he moved to town and what it is about the ZBA that interest him. Mr. Rajeshkumar advised that he has been in town since last month, used to live in Shrewsbury and would like to be involved in the community.

Motion Mr. Hadley to appoint Mr. Rajeshkumar to the Zoning Board of Appeals as an Associate Member, seconded by Mr. Rucho, all in favor.

3. Consider request from the Beaman Library to waive Section 5 of General Bylaw Article XIII Disorderly Behavior - to allow people to consume alcohol in a building owned by the town and used for municipal purposes, for a donor reception at the library to be held on May 4th from 5-7 p.m. & consider voting to issue a one-day license to serve beer and wine for the event

Mr. McCormick declared that he owns a restaurant that sells alcohol. As this event will be giving the alcohol away, he will sit for this request. Louise Howland, Director of the Beaman Memorial Public Library joined the Board. She explained that this past fall the Friends of the Beaman Library Endowment received a \$10,000 donation challenge. Tom Dolan went out to match the Donation and by Christmas he raised \$50,000. For those contributors they will hold a small reception and plan to invite the donors to a two-hour catered reception at which they will serve hors doeuvres and would like to offer wine. The wine will be served by certified servers and the caterer, Peppers, will provide a Certificate of Liability Insurance. The attendees will have an opportunity to tour the library and view the art show.

Previously at town meeting, the town voted to amend the bylaw to allow alcoholic beverages on town property, however, they did not waive the bylaw to allow alcoholic to be consumed in town facilities. The Board will also need to waive the bylaw for that.

Ms. Bohnson asked if it would be all townspeople. Ms. Howland advised that the majority of the donors were residents and we also had people who owned businesses and contributed. Mr. Rucho asked if the Police Chief was okay with the request. The Chief will be contacted for his input.

Motion Mr. Rucho to waive the bylaw to allow alcohol to be consumed at the library, seconded by Mr. Hadley, all in favor.

Motion Mr. Rucho to grant the one-day license for May 4th from 4-8 p.m. for wine, pending approval by the Police Chief, seconded by Mr. Hadley, all in favor.

4. Concurrence on the 3-year re-appointment of Officer Timothy Benson, as recommended by the Chief of Police, for a term to expire on June 30, 2108

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

5. Consider request from David Femia, 86F Sterling Street, Associate Member of the Zoning Board of Appeals to fill recent full member position on the Zoning Board of Appeals

6. Consider request from Linda Isgro, 70 Scarlett Street to fill recent full member position on the Zoning Board of Appeals

Mr. Gaumond explained that at the last meeting of the ZBA a member of the ZBA announced his intention to resign the position. David Femia is a current associate member and he promptly submitted an application to have his name considered for the position. Since then, Linda Isgro submitted her name to fill the recent full member position. Both people have requested time before the Board of Selectmen to introduce themselves to the Board and have their application considered. Mr. McCormick asked if a formal letter was ever submitted by Mr. Cahill and if the vacancy had been advertised. Mr. Gaumond advised that we did receive an email on March 11th and it was advertised on the website and he did a blog. It was not announced at a Selectmen's meeting. Mr. McCormick feels we should wait a little while longer to let more people know. Mr. Gaumond added that typically we would announce this at a Board meeting as they are the appointing authority. The Board has the option of interviewing candidates this evening, or continuing this to another evening and interviewing everyone at one time. Mr. Rucho feels we should let the residents know and include something in The Banner, the blog and also announce it at a Selectmen's meeting. He has no problem interviewing the people who are here this evening. Mr. Hadley prefers to interview everyone at once. Ms. Bohnson feels that going forward perhaps we should look at some sort of standard to list the opening for a certain amount of time. Mr. Gaumond noted that there are times when there are critical needs that you may not want to set a policy to have to wait a month. Ms. Bohnson would prefer to interview everyone at the same time as that way everything is fresh in the Board's minds. It was agreed to put this off until the second meeting in April.

Mr. Rucho asked if there is any issues with the ZBA that they need this person for. Mr. McCormick advised that they are missing one full member and they have three alternates. Mr. Gaumond announced the vacancy for the full member, we are accepting applications and will conduct interviews on April 15th.

7. Consider accepting the following donations for the Bandstand Fund on behalf of the town: Gordon Cleary Family - \$250.00, Miles Funeral Home - \$250.00, Webster First- \$250.00, American Alarm – \$250.00, The Manor - \$250.00, Michael S. Casey - \$250.00, Honey Farms - \$250.00, O'Connors Restaurant \$250.00 and Neil P. Casey - \$250.00

Motion Mr. Hadley to accept the donations on behalf of the town, seconded by Ms. Bohnson, all in favor.

8. Update on Reservoir Motor Lodge & consider request for Reservoir Motor Lodge

Doug George owner of Reservoir Motor Lodge joined the Board. The agenda package contains emails from Christopher George, son of Doug George. Mr. George explained that he evicted Mr. Malaviya after a court battle and they faced getting rid of 17 tenants, which took months to get rid of. The last person went out at the end of February. They had a meeting with the Board of Health, Building Inspector and Fire Chief and got a list of things they needed to take care of. He now finds out that the building needs a sprinkler system, which was never mentioned in any previous inspection. He had to do a major clean up, they got rid of all the transients, and had two freeze ups this winter. Marty Schofield was overseeing the property, was diagnosed with kidney failure and will be moving out. Another person who was in charge of debugging was there with his mother. He is in the process of finding a place for his 93 year old mother. These people were instrumental in getting the place cleaned up. Then they received a notice to have everybody out in three days. They would like this notice amended to 30 days.

Mr. Hadley requested the email from the Fire Chief and the Building Inspector read into the record. He questioned why people would be living at a place they are supposed to be cleaning and stated that there is no licensed to have anybody living on the property. Mr. George explained that 17 people were protected by the court. These people were not new only Marty Schofield was new.

Mr. Gaumond read the following email dated March 18, 2015 10:28 a.m. from Chris Lund Building Inspector, re: 90 Sterling Street RML. 'good morning all, I was there this morning to post a notice of enforcement to go along with the citations issued. Couple new developments: Original list we were told of tenants: Mr. and Mrs. Ernst Rm 132 (supposedly evicted), Mr. Stanley Geoghan, Room 119 (worker), Mr. Bill Tourtoitte Room 145 (worker); Mr. and Mrs. Schofield Rm. 157 (property managers). Please add Mr. Jim Griffin Rm. 126 and Mr. Mike Haddad Rm. 125. I discovered these gentlemen living there this morning. Further, Mr. Tourtoitte has a dog living with him unlike what we were told. Good dog by the way. Based on the discoveries this morning, I am not convinced that Mr. Ernst is completely out and the story of his car just being there, because it is in need of repair, is true anymore. The police ran plates to confirm names and the car closest to Mr. Griffin's room. Maybe it's time to have them all run to confirm owners and that we don't have any more than one unregistered vehicle there.'

The Fire Chief, Tom Welsh writes I'm very concerned for the safety of the police and firefighters responding to this address. Accountability is also a concern! Where do we begin a search? The house portion is the most concerning. There was oxygen stored, as well as gasoline(which was to be removed). The property was not secured and second floor exits are not adequate or illegal. These people are taking advantage of the Town. I will be happy to notify the Fire Marshals Code Compliance Office, for assistance. Please advise!

Mr. Gaumond stated to Mr. George that when he provided us with an update it didn't have Mr. Griffin or Mr. Haddad listed. Mr. George replied that he was told that they were gone. Mr. Rucho would like the fines to start. They are asking for a 30 days extension to allow people to move out and the suspension of the fines from the town of West Boylston for operating a hotel without a license. Mr. McCormick asked about all the cleaning people. Mr. Gaumond stated that none of those people should be living there and Mr. Haddad is paying rent. No one is supposed to be collecting rent. He thinks the Board has been very clear as to what they wanted. Mr. McCormick added that he has people working for him but they do not live in his restaurant. Mr. George stated that there have been drug deal problems. Mr. McCormick suggested locking the doors. Mr. George stated that the doors can be kicked down. Ms. Bohnson added that the town has been putting up with this and Mr. George has not followed what we have asked, she would not vote for any extension. Mr. George explained that it has been months to get these people out. Ms. Bohnson pointed out that they have taken people in so obviously somebody let them in and you have not been following the rules we asked. Mr. McCormick noted that the cleaning people are living there and they do not get to live there because they are cleaning the place. Mr. Hadley added that he is sure if they are living there Mr. George is taking off of what they would pay for rent in exchange for services. Mr. Rucho doesn't think there is anything to consider. The Board agrees. The fines are supposed to be paid and people are supposed to be out of there.

9. Accept recommendation from IAC on health insurance

Mr. Gaumond reports that the Insurance Advisory Committee has been meeting on the health insurance issue and are recommending that the town consider an increase in co-pays for office visits from \$20.000 to \$25.00 effective July 1. If the Board agrees, we would have to provide notice to our unions that this is the course of action the town will be taking. The IAC is made up on union, non-

union and retirees of West Boylston and are all affected by the recommendation. We were looking at a 6% increase and this change will result in a 4% increased and save the town \$60,000. It is the only change being made and the one the IAC felt would have the most bang for the buck. We have not increased this in the last four to five years.

Motion Mr. Hadley to accept the recommendation of the IAC, seconded by Ms. Bohnson, all in favor.

10. Consider sewer agreement from Metrowest Builders for Oakdale 40b project

The agenda package includes a memo from the law firm of Regnante, Sterio & Osborne LLP. They have provided to the town an executed Draft Settlement and Release Agreement Concerning Sewer Fees. It was prepared by the town, submitted to Mr. Ali in 2014 and they are recommending a change to reflect the language in the comprehensive permit. The language is, 'payment of the \$372,900.48 privilege fee shall be made over a twenty-five year period at 0% interest, pursuant to paragraph 8 of the Amended Decision on Comprehensive Permit Application G.L. c. 40B, §§20-23, dated October 3, 2008.' In the letter Mr. Ali, through his attorney, makes the claim that he is attempting to proceed with the construction of the development at 94 North Main Street, which is currently on hold due to the recession of a previously issued building permit to address the sewer connection fees. The draft agreement is being reviewed by town counsel. Mr. Gaumond requested the Board continue this agenda item as we have not heard back from town counsel. Mr. Hadley advised that one of our citizens made him aware that the corporation Metrowest expired on December 31, 2014. Mr. Gaumond will follow up on that. It will be address with the applicant and town counsel.

MEETINGS, INVITATIONS & ANNOUNCEMENTS

Mr. McCormick reminded everyone that on Friday morning we will be hosting the MMA Legislative Breakfast here at our town hall. He also announced that the Boy Scout Pancake Breakfast at the Masonic Temple will be held on April 11th.

Mr. Hadley reminded everyone that the Facilities Implementation & Strategic Planning Committee will meet next Wednesday.

Mr. Rucho, who is a member of the Parks Facilities Committee, informed everyone that there was a request for a joint meeting, however, they are not ready to take that step at this time as they are still working on the Master Plan. Although he feels that a joint meeting is very important, it will be put off at this time.

Ms. Bohnson thanked the people who came out to the Shortest St. Patrick's Day Parade. They had a nice turnout for the event and she thanked all who helped put it together and came to watch.

FUTURE AGENDA ITEMS

Mr. Rucho reports that he has been at a few different committee meetings and they have a need for filing cabinets. Mr. Gaumond advised that no one has made that request to him and he has plenty of file cabinets and space in the basement. This will be on the agenda for the appointee breakfast in April.

TOWN ADMINISTRATOR'S BUDGET PRESENTATION

Last meeting Mr. Gaumond presented his revenue budget. He is using the Governor's numbers on local aid and right now we are confident in what those numbers look like. He has \$22,420,201 in revenues for the operating budget and it has been a more difficult year than typical. He included a 1.5% cost of living adjustment. Our revenues were not as good as we thought. The budget is divided into functional categories including General Government, Public Safety, Education, Public Works,

Human Services, Culture and Recreation, Debt Service, Intergovernmental, Employee Benefits and General Insurance. We do not have all the town meeting articles at this time.

Moderator – this line item will be level funded – covers expenses to attend annual training.

Board of Selectmen - this line item will be level funded. Covers registration for MMA conference.

Town Administrator – this line item includes a COLA adjustment for the Municipal Assistant and funding for the Town Administrator.

Reserve Fund – this line will be level funded. It covers unforeseen expenses incurred by the town. Mr. Gaumond commended his department managers who have been able to living within their budgets.

Finance Department – this line item will be increased from \$177,225 to \$180,730, and maintains one employees in the department with a COLA. This line will be funded as a bottom line account as opposed to breaking it down. It is now an ‘other’ line item. Because we are still under contract with FAA until December we have not yet finalized what the course of action will be. If we vote the budget as a bottom line it gives the Board flexibility.

Town Audit – this line item will increase from \$25,000 to \$35,000 to cover auditing serves for next year and the increase is due to the actuarial services needed to comply with GASB45.

Assessors Department – this line item will increase from \$83,930 to \$96,376 to cover a COLA for the one employee in the department, Assessor salaries at \$1, the contract with our Principal Assessor and the cost of periodic inspections which was previously funded through a warrant article. We will use \$15,000 of our Overlay Surplus as a funding source.

Treasurer/Tax Collector – this line item will increase from \$182,938 to \$183,131, includes a COLA for employees in the department and funds for tax title enforcement, banking fees and training.

Town Counsel – this line item will be level funded.

Computer Services – this line item will be increased from \$78,660 to \$100,395, includes a limited amount of equipment and the costs for our computer maintenance contract including our Softright financial software.

Town Clerk – this line will increase from \$72,518 to \$79,468 and includes a COLA for the two employees. It includes all the funds found in the elections budget used to supplement the salary of the Assistant Town Clerk.

Elections will decrease from \$28,470 to \$24,470.

Planning Board will be getting \$3,232 for their secretary and operating costs. They continue to maintain their revolving fund.

Public Safety Headquarters will be level funded and it also includes a line item of \$9,900 for building maintenance.

Town Hall – this will decreased from \$91,385 to \$77,385 and includes a line item of \$9,900 for building maintenance similar to other municipal buildings.

Town Report – this will be level funded.

Total General Government is \$1,151,213, an increase of 3.7% due to the increase in IT costs.

Public Safety

Police Department - this line item will increase from \$1,361,187 to \$1,391,215, includes a COLA for the one non-union employee and one cruiser through our cruiser replacement program.

Fire Department – this line will increase from \$658,047 to \$669,260, includes a COLA, covers ambulance billing and hospital medical direction services.

Public Safety Communication – this will increase from \$263,681 to \$268,781. We are still actively working to regionalize our dispatch services and trying to work out the best deal for the town.

Building Department – this will decrease from \$89,421 to \$82,771. It includes a COLA and step increase for the secretary and contractual increase for the Building Inspector.

Sealer of Weights & Measures – this is level funded and the town does recoup the expense through inspection fees for tests.

Emergency Management – this line will be level funded. It is our hope that this budget will be supplemented with grants.

Animal Control – this line item will be increased from \$10,276 to \$10,411 to provide a COLA for the inspector.

Total Public Safety is \$2,431,713, an increase of 1.7%. Mr. Rucho requested under the column entitled difference that a percentage and dollar amount be included.

Education. This line item will be increased 2.2% from \$10,774,500 to \$11,015,000. Mr. Gaumond knows this is short of what the school wanted and he will continue to work with them on this.

Public Works

Public Works – this line will increase from \$723,615 to \$730,120. It sets aside \$9,900 for building repairs.

Snow and Ice Removal – this line will increase from \$110,877 to \$112,000 in order to compensate for increased personnel costs. Mr. Rucho asked if parks maintenance was being lowered by \$6,000. Mr. Gaumond explained that the bottom line answer is the amount of money that was posted by the Town Accountant's office for parks maintenance was raised from \$18,000 for FY14 to the current year budget of \$24,000. Mr. Sylvia requested \$30,000 last year and when the Town Accountant booked the number they went off what was requested by the DPW Director. The Chairman of the Parks Commission had it listed as \$30,000 and the DPW only had it as \$24,000. After it was clarified with the Town Accountant, the number was \$24,000.

Street Lighting – this line will be funded at \$80,561.

Trash & Disposal – this will be decreased from \$384,288 to \$379,440.

Landfill Monitoring – this line will be level funded.

Cemetery – this line item will be reduced from \$71,187 to \$60,088. It covers the cost of the Cemetery Superintendent and the Commission is not seeking additional funds for their operational costs.

Total Public Works will be \$1,370,209, a decrease of 0.1%.

Human Services

Board of Health – this line will be funded at \$2,000, and still maintain the revolving fund.

Council on Aging – this line item will increase from \$85,550 to \$92,549 includes salary for the one employee in the department, and covers the meals on wheels and dial a ride programs. It also includes the rental costs associated with the Senior Center. It does not fund 100% of the costs of the Dining Room Manager, which was previously funded through the grant program.

Veterans Services – this line will increase from \$137,583 to \$138,550. This includes a much needed increase for the veteran agent who was being paid \$1,703 and will get to \$5,000. We are reimbursed 75% on all expended benefits.

Total Human Services is \$233,099, a decrease of 1.1%.

Culture & Recreation

Library – this line will increase from \$368,853 to \$377,629, and will satisfy the funding requirements for accreditation by the Mass. Board of Library Trustees. It sets aside \$9,999 for building maintenance and provides for employee COLAs.

Arts Council – this will be level funded

Total Culture & Recreation is at \$377,979, an increase of 2.4%.

Debt Service

Debt Principal – this will be funded at \$1,130,051 and is a fixed cost.

Debt Interest – this line will be reduced to \$62,552 and is a fixed cost.

Short-Term borrowing – this line will be increased to \$19,948 to cover interest on temporary loans.

Total Debt Services will be \$1,212,551, an increase of 0.2%. They are all fixed costs to the town.

Intergovernmental

Regional Planning Assessment – it is our participation in CMRPC and is based on our population. We have asked to have our assessment for this year recalculated and will result in a couple hundred dollar reduction

Wachusett Earthday – this is also based on our population.

Total Intergovernmental is at \$4,528 a decrease of 0.5%.

Employee Benefits

Retirement & Pensions – these are fixed costs, \$925,246.

Workers Compensation – this is a fixed cost and we have a small decrease to \$54,000.

Unemployment Insurance – this is a fixed cost based upon the town's payroll, we will decrease this line to \$45,000.

Unemployment purchased services is a new line, a fixed cost and used to pay the costs of the unemployment consultant for the town at \$2,500.

Group Health Insurance – this is a fixed cost for the both the town and the school. This will increase from \$2,995,000 to \$3,084,840.

OPEB – this is required per MGL 32B 9A-1/2. It allows communities to bill communities for their share of employee retiree benefits. We estimated our costs at \$5,000.00.

Group Life Insurance – this is level funded.

Medicare – this is a fixed cost and will be increased to \$175,000.

Total Employee Benefits is \$4,304,596, an increase of 3% primarily due to pension and health insurance increases.

General Insurance

General Insurance will increase from \$140,000 to \$155,000.

There is a new line item in the budget for our ESCO, Performance Contracting project. The first payment is due this year, which is \$203,749.

Mr. Gaumond states that the budget is balanced, it is projected to be \$22,459,610, an increase of 3.0% over last year. He intends to use \$22,420,201 in revenues, \$15,000 over Overlay Surplus and \$24,409 of Free Cash. Over the next month or so everyone will work diligently to refine and amend budgets as we see fit.

In regards to the ESCO Project, Mr. Rucho asked if everyone's lines were reduced to make up the figure. Mr. Gaumond explained that the lines of those budgets were reduced and 94% was school driven. We are using the guaranteed savings number. Ms. Bohannon asked about the increase in the Fire Department purchased services line item. Mr. Gaumond explained that last year was the first year we incorporated into the operating budget the costs to run the ambulance, which was previously a separate warrant article. There are no other questions at this time. Mr. Gaumond will send out a blog on this. He advised that the Finance Committee is meeting at this time to discuss their schedule. We have \$1.1 million in capital requests and have \$800,000 to \$900,000 available.

Mr. Gaumond will be meeting with the Light Plant Manager and a member of the Commission to

discuss a solar project on the landfill. Ms. Bohnson offered to serve as the Board's designee for those discussions.

Motion Mr. Hadley to designate Ms. Bohnson to serve as the Board's designee for the solar project discussions seconded by Mr. Rucho, all in favor.

Mr. Gaumond announced that he is negotiating with the Town of Sturbridge and on Monday night he expects they will be signing an employment contract with him. He thanked the Board for the last ten year. He is making the announcement this evening to let the Board know of his intention as early as possible so they can begin their work on selecting a new Town Administrator. He is proud of the fact that he is the longest serving Town Administrator in West Boylston

Mr. McCormick suggested the Board schedule a 6:00 session prior to the 7:00 FISP meeting to begin discussions on their approach on this. Ms. Bohnson requested an outline as to what was done last time and the system used. She added that this is bitter sweet, understands it is a good move, and feels it is a huge loss for the town. Mr. Hadley stated that on a professional and personal level Mr. Gaumond has been a key person to work with. Mr. Rucho wished him good luck.

With no further business to come before the Board, motion Mr. Rucho at 8:52 p.m. to adjourn, seconded by Mr. Hadley, all in favor.

Respectfully submitted,

Approved: April 14, 2015

Nancy E. Lucier, Municipal Assistant

Kevin M. McCormick, Chairman

John W. Hadley, Vice Chairman

Christopher A. Rucho, Clerk

Siobhan M. Bohnson, Selectman