

Members present: John W. Hadley Christopher A. Rucho  
Kevin M. McCormick Patrick J. Crowley  
Siobhan Bohnsen (arrived 6:35)

Mr. Hadley convened the meeting at 6:30 p.m.

Motion Mr. McCormick at 6:30 p.m. to enter into executive session under the provisions of Massachusetts General Laws, Chapter 30A, Section 21(A), Part 6 to consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares, seconded by Mr. Rucho. The Chair so declared the need for an executive session and the Board will be returning to open session. Roll call vote: Mr. McCormick yes, Mr. Hadley yes, Mr. Crowley yes, Mr. Rucho yes. Shirin Everett Kopelman and Paige will join the Board for this session.

Motion Mr. McCormick at 7:30 p.m. to come out of executive session, seconded by Ms. Bohnsen. Roll call vote: Mr. Hadley yes, Ms. Bohnsen yes, Mr. Crowley yes, Mr. Rucho yes, Mr. McCormick yes.

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

Motion Mr. McCormick to approve the regular session meeting minutes of February 3, 2016, seconded by Ms. Bohnsen, all in favor.

Motion Mr. McCormick to approve the regular session meeting minutes of February 11, 2016, seconded by Mr. Crowley, all in favor.

**Michael J. Kittredge, Interim Director of Public Works**

1. In accordance with Massachusetts General Laws, Chapter 44, Section 31D, consider voting to authorize the over expenditure of FY16 Snow and Ice

Mr. Kittredge reports that salt increased from \$71 to \$86 and sand is \$8.00 more a yard. We are now \$80,000 over budget, which was \$110,877, and he still has invoices to pay. He explained that you spend more money on small storms as you need to keep treating the road. Mr. Crowley noted that the Snow and Ice budget line item is the one line you are allowed to over spend. You must budget at least what you budgeted the year before, and you will always be broke after the second snow storm.

Motion Mr. McCormick to vote to over expend the FY16 Snow and Ice line item, seconded by Mr. Crowley, all in favor.

2. Update on DPW Vent System

Mr. Kittredge reports that he has sufficient funds to do one half of the system. Once that is installed he believes he will be able to transfer funds at town meeting from his salary line item to finish the project. The funds were all spent on engineering, and the only thing done thus far is the electrical work which was \$22,000 to put in a three-phase system. The product itself we still need to purchase. We have to install the same product the Fire Department used because we work on some of their equipment. The first part was \$19,000 and he has that from the \$70,000 appropriation. He will need \$14,920 to complete the second side of the building, it is two separate systems. The electrical work is done except connecting up.

Ms. Bohnson asked if the entire building needed to be done. Mr. Kittredge explained that the entire building needs to be done because the fumes go upstairs. He thinks he will also be able to use some of his building maintenance funds. He added that the electrical work which was done is the most efficient thing for the long run. We will need another \$15,000.

Motion Mr. McCormick to spend the money for the first half of the project and then come back for the remainder, seconded by Ms. Bohnson, all in favor. Mr. Rucho would like periodic updates on the project.

3. Consider the following Sewer Abatement Requests

Kevin & Alysha O'Brien, 27 Pheasant Hill Run

Mr. Kittredge explained that the water was used for watering his law. He thinks there was confusion about the second meter. That is what he was told. He called them back and they didn't have the name of the person who said they were not allowed to get a second meter. Ms. Bohnson asked how much a second meter would cost. Mr. Crowley advised about \$600 to purchase and install.

Motion Ms. Bohnson not to approve the abatement, seconded by Mr. Rucho. Vote on the motion – Messrs. Hadley, McCormick, Rucho and Ms. Bohnson yes, Mr. Crowley no.

David Klay, 4 Olde Century Farm Road

Mr. Kittredge advised that this is a similar situation. He put in a new lawn, was told to water it and he didn't install a second meter. He recommends non-approval. Ms. Bohnson asked if we know why he didn't get a second meter. Mr. Kittredge thinks there was some confusion. He now has a second meter and is asking for a \$419.55 rebate. Mr. McCormick remembers something brought up about second meters. He didn't think it was going to cost that much. Mr. Crowley reports that he called the town several years ago and asked if he could get a second meter and was told yes.

Motion Mr. McCormick for the Board to take no action on both abatement requests, seconded by Mr. Crowley, all in favor.

Albert Long, 2 Osgood Ave

Mr. Kittredge reports that the Fire Department had to pump the basement and the building was unoccupied. Because of those reasons, he recommends granting the abatement.

Motion Mr. Crowley to grant the abatement, seconded by Ms. Bohnson, all in favor.

Cavanaugh, 114 Worcester Street

Mr. Kittredge reports that the residence was unoccupied and they had a pipe leak. Because of those reasons, he recommends approval.

Motion Mr. McCormick to grant the abatement, seconded by Ms. Bohnson, all in favor.

**Robert Barrell, Chairman Board of Health - discussion on changing the age to purchase tobacco products from 18 to 21**

Robert Barrell, Chairman of the Board of Health joined the Board. He reports that they recently did a sting on permitted tobacco sellers and they all passed. They regularly update their regulations and West Boylston is one of the first communities that didn't allow pharmacies to sell tobacco. They will have a workshop in mid-March and there are other tobacco regulations they will be looking at that same time. The manufacturers wrap them in brightly colored wrapping to make them

more attractive. He will get back to the Board after the workshop. He added that from the literature there might be some benefit to making a change in the age requirement, however, it makes more sense if area communities do it all at once. Over 100 towns have adopted 21 years of age, none contiguous to West Boylston. Mr. Barrell added the protocol inspections will still use 18 even if it is 21.

**NEW BUSINESS**

1. Concurrence on the appointment of David Femia to the Council on Aging effective February 22, 2016 for a term to expire on April 30, 2019

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

2. Concurrence on the appointment of Allen Phillips to the Naming Committee effective February 22, 2016 for a term to expire on April 30, 2020

Motion Mr. Crowley to concur with the appointment, seconded by Ms. Bohanson, all in favor.

3. Concurrence on the appointment of Bentley R. Herget to the position of Building Commissioner effective February 22, 2016 for term to expire on February 21, 2017

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

4. Consider voting to sign a Professional Services Agreement with Bentley R. Herget to serve as Building Commissioner

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

5. Consider extending the deadline on the advertisement for the Director of Public Works from February 19<sup>th</sup> to March 18, 2016

Motion Mr. McCormick to extend the deadline, seconded by Mr. Rucho, all in favor.

6. Consider request from Jennifer Breen for a Transient Vendor Licensed to sell plants on The Common on May 7<sup>th</sup> with the proceeds benefiting WestBest

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

7. Acknowledge receipt of Management Letter and Financial Statements for FY16 from the auditing firm of Melanson Heath

Mr. Crowley states that he read through the materials, the audit is a clean bill of health, no management findings. Everything is running smoothly, and our accounting department is doing a great job for the town.

8. Consider recommendation from the Facilities Implementation & Strategic Planning Committee to move forward with a Request for Proposals for an engineering study and preparation of conceptual drawings with cost estimates to building a senior center at the Mixter property

The Board will ask Paul Lieneck for a conceptual plan to build an 8,500 square foot senior center with cost estimates on the former Mixter site so we will have a figure to include on the warrant. Bob Chisholm noted that he has done some projections on the senior population. Based on those, we would need a 16,000 square foot building if you use the five to six square feet per senior as is recommended by the Elder Affairs. However, that is not what they are requesting at this time.

Motion Mr. McCormick to go forward, seconded by Ms. Bohnson, all in favor.

**MEETINGS, INVITATIONS & ANNOUNCEMENTS**

- 1. February 18, 7:00 FISP Meeting
- 2. February 19, 5:30 Bd of Selectmen will interview three Town Administrator Candidates

**SELECTMEN REPORTS**

Mr. Crowley gave a shout out to Michael Kittredge and the DPW for the great job they did this past snow season.

Ms. Bohnson reports that they are moving forward with the School negotiations.

Mr. McCormick reports that he continued to work on Fire Department negotiations.

Ms. Bohnson is glad we were able to come up with a date and time for all Board members to be in attendance she would like to make we adjust times for everybody to be there where in the past we asked that request and it was not accommodated.

At the end of the Town Administrator interviews Mr. McCormick would like to see the Board make a decision on a candidate so we can begin to negotiate a contract with the candidate. In the past it was done by the Chairman and the Vice Chairman. He and Mr. Hadley could meet over the weekend to finalize the document and bring the agreement back to the Board and have a special meeting to sign the contract. The Board agreed with the approach.

With no further business to come before the Board, motion Mr. McCormick at 8:15 p.m. to adjourn, seconded by Ms. Bohnson, all in favor.

Respectfully submitted,

Approved:

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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