

By roll call vote of Zbikowski aye, Hunt aye, Barrows present, O'Keefe aye and Blair aye, the motion carried by majority vote.

February 14, 2011 - EXECUTIVE SESSION: Barrows moved to approve but not release: Hunt seconded. By roll call vote of all aye, the motion carried unanimously.

Appointments/Resignations: n/a

Joint Meeting with the School Committee: Chairman Barbaro called the joint meeting to order at 7:10 p.m. School Committee members present were Mike Barbaro, Supt. Brooke Clenchy, Crystal Murphy, John McDonough, Chris McDonald, Bill Frangiamore, Business Manager and Recording Secretary Barrie Martins.

New Boiler Installation Status: Barbaro read the new Toy Town Elementary boiler installation update provided in the agenda packet. Zbikowski asked if the project was on or under budget. Barbaro said we are on budget and could possibly be under. Hunt asked about the piping concerns and asked if it is included in this project. Supt. Clenchy asked Bill Frangiamore to give an overview of the project. He said Phase One consists of putting one of the new boilers in place, making it operational and tying it into the heating system. That's been done. Phase Two is to install the second new boiler, get it ready to be tied into the new system in April when the temperatures are higher. At that time, we will flush the system and connect the two new boilers to the existing heating system. Phase Two consist of new piping, water pumps and oil pumps existing in the boiler room right now. It has nothing to do with the heating system or piping in the classrooms. Clenchy offered they are trying to maximize every dollar they can. Discussion was held on the phases of the project including having the tank removed by the state. Barrows asked if the oil tank is the original equipment and what the condition it might be in. Barbaro said it is currently empty but they won't know until it comes out in the spring to see the condition. We are using a tank outside right now. Barrows asked if any kind of testing will need to be done when the tank is taken out. Barbaro replied, we'll see at that time, if there shows any leakage. McDonough asked if they did any test pouring. Barbaro said no. Clenchy and Barbaro stated they didn't think there would be a problem but they won't know for sure until the tank comes out. Blair said the project is on schedule and we are optimistic.

Ball Field Issue Status: Frangiamore read through the bullet points of the ball field update provided for the meeting. The School Committee has hired an architect/engineer to solve this problem and a meeting is planned for Friday to discuss his findings and estimated price. Barbaro asked if the guidelines are being discussed with the property owner. Frangiamore said, no, but the property owner and the lawyer are aware it is being addressed. Sandy Cartee, present at the meeting on behalf of her parents, said they have not been kept up to date on what is going on. No one has contacted her parents or the attorney. The attorney has written letters that have not been answered and it cost her parent's money each letter he has to write. She asked the school to reply to his letters and to let them know of the meetings regarding this topic. Barbaro ensured Ms. Cartee that the School Committee is working on this and they have set aside money in a draft warrant article. Two of the five possibilities mentioned were moving the ball field or constructing a sixty foot high net. Blair asked about kids on the property and littering over the fence. Clenchy replied it has been taking care of. Hunt asked who is on the committee that will be at the meeting on Friday and volunteered to represent the Selectmen. O'Keefe asked if the meetings are open to the public and if they were being posted. Clenchy relied, no, it's an ad hoc committee but would welcome the public and Selectwoman Hunt. It will be held at the High School at 4:00 p.m. in the small conference room near the office.

Preliminary FY12 School Budget: Barbaro read through the February 28, 2011 Preliminary FY12 Budget update provided for the meeting this evening. The estimated FY12 School Budget target is \$12,873,169. He said the administration team is working with this preliminary budget and the Superintendent is slated to roll the budget out on March 17. Every program is on the table; it's unfortunate, he said. Hunt asked if it was true that all schools got a 3 ½% increase from the state. Barbaro said the state rolled in stimulus money into the budget and yes they added 3% more in but it was an overall loss. Clenchy explained that it was a one-time funding that we received with a two year window to use it. This year with the stimulus money gone, other money had to go in there to level fund. Level funding doesn't work for any organization, she continued, because of contractual agreements that go up. Blair commented the news is not good and there are probably more cuts coming from the federal and state government before we get through this. Barbaro added that three of the unions last year took a zero increase to help us get through this and help maintain as many jobs as possible. Barrows asked to simplify by comparing FY12 budget against FY11. Clenchy replied the Business Manager created a level service budget for FY12 and its cost, adding that 85% of their budget is salaries. To keep the services exactly as they were this past year into the new fiscal year is over \$1.5 million. She said it's disheartening to make the cuts and a horrible position to be in.

Warrant Articles:

Article 1 of the presented draft warrant articles is for the sum of \$192,608.00 for the School Department's FY12 budget. Barbaro stated this number is already built into their budget for FY12. Barbaro explained it is to restore funding that was paid out to Johnson Controls that was incorrectly part of their indirect cost agreement.

Barbaro explained Johnson Controls was the project to convert Memorial School from electric to gas. The contract could not be funded through the School Department and the Town had been paying it out of free cash up until two years ago where it happened to get rolled into our indirect cost agreement. Kreidler added to the discussion saying the first two years the School Department did pay Johnson Controls and explained it was roughly a ten year \$1,000,000.00 contract entered initially to be paid by the School District through savings received and benefited by the school. It went back and forth between the School and then the Town paying for it with new administration from both the town and the school. When the new Town Accountant came on, it was coded as maintenance. It is clearly spelled out in the indirect cost agreement stating Johnson Controls. With the new Business Manager coming on and looking at it, he determined it should not have been on the indirect cost agreement. Of the ten payments, six were paid by General Government, four from the School District. The \$192,608.00 on this warrant article is the last two payments the School Dept. paid and now is looking to get it back. Kreidler felt the school should have paid it since they were saving the money on the electric costs but would support this article. Barrows said he was on the Board when this project came up and at the time the current Board of Selectmen was assured from the then Superintendent that this funding would be covered by the savings.

Article 2, Barbaro explained this article is for the netting system near the backstop of the Murdock Middle/High School Baseball field and is an estimate at this time. McDonough asked what if the Town doesn't fund this, what do we do. Blair said let's wait until we cross that bridge when we get to it. O'Keefe said lets have both sides of the house, school and town, on the same page to present to Town Meeting. Barrows said it should resonate with folks if this is not funded, not only the liability; but there is a risk of exposure to children and the owners of the home. It is unsafe.

Article 3 Barbaro said is basically an override article to supplement the budget to sustain jobs. The figure should be presented by the administrative team on March 17th. He explained a lot of paraprofessionals have been trained in special programs and he would hate to see good programs cut. O'Keefe asked if a one

year override can be done. Kreidler replied, no with Supt. Clenchy stating she was aware of that. Kreidler explained the funds would go to the School for one year and then to general funds. Kreidler stated he would make the commitment to give the school this override amount from the general funds each year but ultimately it is Town Meeting that would decide where that money goes.

Article 4 Barbaro explained is a customary article every year to establish a revolving fund, not exceeding \$20,000, for receipt of student parking fees. It was noted that it has never reached that number or come close to it.

Barrows mentioned he had asked the School Committee to come before the Board this evening and brought up the Annual Audit Report. He feels it will be beneficial to get together again after Town Meeting to go through the recommendations of this report.

Crystal Murphy moved to adjourn the joint meeting; McDonald seconded. By roll call vote of both Boards of all aye, the joint meeting of the School Committee and Board of Selectmen adjourned at 8:15 p.m. Chairman Blair called for a brief recess.

The Selectmen's meeting reconvened at 8:23 p.m. and moved to permit approvals.

Permit/License Applications, Hearings: Tollbooth: American Cancer Society Relay for Life – April 16, 2011: Mary Hasselmann spoke on behalf of the Charlie's Angels Team regarding this permit application. She explained it is a voluntary toll booth to take place in front of the Historical Society at the intersection of Front and Lincoln Streets. She stated its been held for the past five years and have raised a total of \$6,000.00 just on the tollbooth and thanked the Selectmen and the Town. Barrows moved for the applicant and to waive the fee; Zbikowski seconded. By roll call vote of all aye, the motion carried unanimously.

New Business: None taken up.

Old Business:

BOS Policies and Procedures: O'Keefe explained they did not review section 400-19 but since the Open Meeting Law changed it needs to be reviewed and the enclosure this evening, directly taken from the Mass. General Law, needs to be added. Barrows moved to replace the current section with the new one; Zbikowski seconded. By roll call vote of all aye, the motion carried unanimously.

Boards and Committees Booklet: It was noted that the term listed for Blair was incorrect and needed to be corrected to May 1, 2013.

Town Manager's Report:

1. Personnel Updates: none.
2. Financial Updates:
 - a. FY12 Budgets: Kreidler updated the Board with the FY12 budget reading from his Town Manager's report. He stated we are currently hovering around \$150,000.00 out but remains confident that he will be in balance as required by Charter and Bylaw. Hunt asked if school negotiations with teacher unions could impact the Town's budget. Kreidler answered any increases to the cost of their health insurance would be billed back to them through the indirect cost agreement. Zbikowski asked if we did or did not accept Section 19. Kreidler said we did not. Zbikowski asked to explain the 10% plug referenced in his Town Manager's Report. Kreidler explained early on in the budget process items that can be of

impact, like health insurance, he puts a safe place by going up on the percentage. Once an analysis is done, we can go back and look at it. O'Keefe asked how budget figures here fall in line with the school budget spoken about tonight. Kreidler said it doesn't, this is the general government operating budget. O'Keefe asked the Town Manager if he could have the date his report was created on the document. Kreidler agreed.

3. Project Updates:

- (a) Police Station Update: Kreidler stated there is no update. Blair asked if he had a secret plan he heard he might have in the newspaper. Kreidler said he has no secret plan, but had faith that it would work out.
- (b) Hillview Business Park: Kreidler read his report informing the Board of an issue regarding the "driveway" crossing the wetlands that were brought up by the Conservation Commission. They hired a consultant to perform review of potential wetland impacts of the crossing and whether or not it was built to specs by Sage Engineering. The consultant's report was not delivered to Sage Engineering prior to the Commission's meeting which resulted in a relatively one-sided presentation. Sage Engineering has fourteen days to respond to this report. Kreidler said he had an update to this with information he received today after meeting with the Conservation Agent, David Koonce, and read from a bulleted document detailing steps with this issue. After reading the document, he stated that Koonce has pulled the invoice since the scope of the work had not been completed. Kreidler offered he couldn't say whether that the wetlands' crossing is built to specification or functioning or whether the original specification was in fact a good specification; but conclusively, neither can the GPR agent Calvin Goldsmith. O'Keefe asked if it was typical that the reviewing firm recommend they hire themselves in their reports, feeling it is self-serving. Kreidler replied, no it is not standard.
- (c) Solar Farm: Kreidler read his report stating that the progress on this project is on time and on target. The site visit with the contractor, environmental consultant and MassDEP on February 23, 2011 went extremely well. The DEP central regional chief for landfills was on-site which shows an extraordinary interest in this project happening. It is heartening that she felt we could turn this around quickly and that we would only have to file a minor post-closure use permit given the fact that we are not building on the actual landfill.

4. Miscellaneous Updates:

- a. School Bussing Contract – Kreidler, reading from his report, stated the projected term for the collaborative school bussing contract is three years with two one-year extensions. The procurement officer from the lead community of the collaborative is requesting the Board vote to approve a contract term of five years. You are not voting on a specific contract but just the contract term which is a requirement prior to awarding the bid per Chapter 30B. Barrows moved that the Board vote to approve a contract term of five years for the purpose of collaborate education transportation; Hunt seconded. By roll call vote of all aye, the motioned carried unanimously.

Selectmen's Comments: Blair announced the Police Association is having a fundraiser. Kreidler said he believed it was a Comedy Show and that a private firm was hired by the Police Association for solicitation purposes. Blair encouraged people to participate.

Blair asked about the ambulance service issue. Kreidler said we have two ambulances in service, one primary and one back-up. One was damaged by an employee who drove off the road during a winter

weather event sometime around the holidays. The ambulance was slated to be repaired first on site at the public works garage but was sent to the ambulance company to be repaired due to work load prioritization. Funding is an issue, where this expense will have to be paid, so now it is reprioritized and back in house for repair. The following question is, are we losing revenue as a result of it being down. The answer is perhaps, yes. It generally is used for transport not primary calls; we are not staffed to run both ambulances simultaneously. The amount for damages hasn't been determined.

Blair wanted to go on record and asked the Town Manager to be sure to thank the DPW for the extra snow removal this winter that was being done in a professional and timely manner. We are grateful.

Hunt asked about the snow removal article recently in the Winchendon Courier. Kreidler said the article on the front page alleges violations occurring with our DPW and how they handle snow removal. He spoke with our Conservation Commission Agent, David Koonce, about these two allegations. He asked him if anything was being violated on the Webster Street parcel. Koonce replied he wasn't sure and that they had told Mike Murphy, the DPW Superintendent, where he could and could not put the snow. Koonce told the Town Manager that they could do a better job marking out where he can and can't put the snow. Kreidler asked Koonce if he (the Commission) could tell him if we were violating anything and he said, no, we can't.

The other issue in the paper was alleged snow being dumped over the railing before the dam into lower Hunt's Pond near the old cable building. A Conservation Commission member made the allegation stating he hadn't seen anything but believed it. Kreidler addressed this with Koonce and asked if he had any reason that had occurred and he replied, no. Koonce also advised that any snow going into the water being incidental in clearing the roadway is not a violation. Kreidler explained there is a reasonable expectation that some of this snow will end up in the water. Koonce, in his conversation with Kreidler, confirmed what was alleged at the Conservation Commission meeting, reported in the paper and confirmed that it was not valid.

Communications: None.

Public Comments and Announcements: Ray Rader announced to the Board that he was moving to Baldwinville and that he was resigning from the Zoning Board. Chairman Blair thanked him for his service.

Adjournment: With no Executive Session needed Zbikowski moved to adjourn; O'Keefe seconded. Prior to the vote for adjournment, Daigle asked which Board, Committee, Commission would they like to invite to their next meeting. Blair replied the Finance Committee to discuss preliminary budgets. Hunt also asked if they could have the Board of Health back to a meeting due to the amount of data that was presented at their joint meeting so it could be discussed further. Blair reminded everyone of the deadline to submit items for the Selectmen's agenda is Tuesday at 5:00 p.m. so the packets are prepared and ready for the Selectmen at noon time on Wednesdays prior to their meeting. Barrows asked if the Finance Committee is not ready for the next meeting, could the Planning Board be invited since there is a lot of work going on with the potential CVS Pharmacy. The Board agreed. O'Keefe wanted to thank the School Committee for the information provided to them in their packets for the joint meeting held this evening. By roll call vote of all aye, the meeting adjourned at 9:10 p.m.

Respectfully submitted, Linda Daigle, Executive Assistant