

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MINUTES
MONDAY, MAY 26, 2015
Town Hall, 2nd Floor Auditorium
109 Front Street, Winchendon, Mass.**

Present: Michael Barbaro, Chairman
Barbara Anderson, Vice-Chair
Audrey LaBrie
Amy Salter
Austin Cyganiewicz

Scott Livingston, Acting Town Manager
Debra Dennis, Recording Secretary

Absent: Linda Daigle, Executive Assistant

List of Documents Presented at Meeting:

- End of Year Budget Transfers (filed)
 - Acting Town Manager's Report (attached)
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Chairman Barbaro called the meeting to order at 6:29 p.m. with the Pledge of Allegiance to the Flag of the United States of America. The meeting aired live on local cable access channel 8.

Announce audio/video recording disclosure. No one is audio/video recording the meeting this evening.

SELECTMEN'S COMMENTS: Selectman Cyganiewicz commented he attended the Town of Winchendon's Memorial Day Parade. He asked why he was the only one there. Selectwoman LaBrie said that she attended the 8 a.m. ceremonies. Selectwoman Salter said that she attended the service at the Veteran's cemetery. Selectwoman Anderson thanked the other board members for attending the ceremonies. She said she had emailed first to see if she had any other commitments here in town before accepting in Athol for their services. Chairman Barbaro said that he was away for the weekend. He said that he appreciates everyone that serves and served.

PUBLIC COMMENTS AND ANNOUNCEMENTS: None

NEW BUSINESS:

End of Year Budget Transfers: Albert Gallant the Acting DPW Director discussed the transfer of funds into the personnel accounts. Mr. Gallant said that there was surplus in some of the DPW accounts that is needed in some of the personnel accounts.

A motion was made by Selectwoman LaBrie to approve a transfer of \$12,000 from the Highway Vehicle Fuel Account to the Highway Operator Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman Anderson to approve a transfer of \$3,000 from the Street Light Electricity Account to the Highway Operator Account. The motion was seconded by Selectwoman Salter.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)
Mr. Gallant commented that he took the average monthly electric invoice amount so they won't be short.

A motion was made by Selectwoman LaBrie to approve a transfer of \$1,500 from the Highway Tools Account to the Highway Operator Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve a transfer of \$3,500 from the Highway Supply Account to the Highway Operator Account. The motion was seconded by Selectwoman Salter.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve a transfer of \$10,344.61 from the Cemetery Laborer Account to the Highway Operator Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve a transfer of \$19,000 from the Highway Foreman Account to the Highway Operator Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

Acting DPW Director Albert Gallant said that people resigned that's why they have extra money.

A motion was made by Selectwoman LaBrie to approve the transfer of \$4,300 from the Transfer Station Tipping to the Transfer Station Foreman. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve the transfer of \$900.00 from the Transfer Station Vehicle Fuel Account to the Transfer Station Foreman. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve the transfer of \$13,000 from the Highway Vehicle Maintenance Account to the Highway Operator Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve the transfer of \$6,000 from the Sewer Chemicals Account to the Sewer Overtime Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve the transfer of \$10,000 from the Sewer Sludge Disposal Account to the Sewer Overtime Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve the transfer of \$4,000 from the Sewer Maintenance Account to the Sewer Operator Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve the transfer of \$5,000 from the Wastewater Treatment Sludge Account to the Sewer Operator Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve the transfer of \$1,000 from the Sewer Fuel Account to the Sewer Operator Account. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to approve the transfer of \$5,000 from the Sewer Chemicals Account to the Sewer Operators Account.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

Selectwoman LaBrie commented since we are eleven months into the fiscal year and we have a lot of money left into these accounts, they need to see where they can forecast.

Interim Town Manager Search:

Selectwoman LaBrie said the Interim Town Manger Search Committee met on the 21st of May. All five members were present. She said they had recommendations from the Acting Town Manager's office. The committee had a discussion on the search process. The committee decided to interview all three candidates that we received resumes from. If the original three don't pan out we will then have an advertised search. Selectwoman LaBrie said that interviews are this week. She said the next meeting is tomorrow night at 6:00 p.m. Chairman Barbaro asked if they would have a recommendation next week after the interview process. Selectwoman LaBrie said they are meeting on June 1st to discuss recommendations for the Interim Town Manager. Mary Harrington, a member of the Search Committee said that they have three solid candidates to recommend to the Select board. She said that all people need a fair chance to apply. Chairman Barbaro said that some resources are the MMA, Department of Revenue and the Collins Center at UMass Boston.

OLD BUSINESS: N/A

ACTING TOWN MANAGER'S REPORT WEEK OF 5-18-15:

Acting Town Manager Livingston presented his report.

Monday May 18, 2015

- Morning Meeting with Linda, Continuation
- Prepared report on interim town manager prospects and recommendations
- Did short and long term budget for planning office
- Reviewed packets for Annual Town Meeting/Selectmen's meeting.

Tuesday May 19, 2015

- Morning Meeting with Linda, Continuation
- Met with Accountant, went over town meeting results and long term goals for the Planning office, as to today there is no mechanism to go forward with plans for the Planning office. This would need to be budgeted during the budget process, will continue to seek advice through DOR. Look at the possibility of offsetting the office through grants until the next budget cycle.

Wednesday May 20, 2015

- Morning meeting with Linda, Continuation
- Met with Al Gallant, Acting DPW Director, discussed borrowing for Chapter 90 projects and the ninety day reimbursement process. The closed bridge or several road projects are earmarked for Chapter 90 spending. My recommendation would be to do the road projects where as the bridge is already closed and would take all the Chapter 90 money this year plus next. By doing the bridge the roads would be put off until 2017 and they would be falling apart. Other funding sources can be looked into for the bridge.
- Met with the accountant regarding borrowing for Chapter 90 and the best mechanism for the process.
- Detour on Water Street, fix traffic hazard.
- Sometime in June DOR wants to hold a seminar for boards, committees and department heads on budgeting.

Thursday May 21, 2015

- Meeting with Linda, Continuation
- Final resume off to search committee for 7:15 meeting.
- DOR confirmed seminar date for June 15, 2015 at 5:00 p.m.

Friday May 22, 2015

- Morning meeting with Linda, continuation
- Emailed candidates for Interim Town Manager to set interviews.

Acting Town Manager Livingston informed the Board that it would cost \$200,000 to plate the bridge. He said the state might say that we have to do more. Chairman Barbaro asked the board members what they thought. Selectman Cyganiewicz had no comments. Selectwoman LaBrie said she would consider other roads done and hold up on the bridge. Selectwoman Salter said she agrees with Selectwoman LaBrie. Selectwoman Anderson asked when the bridge would be done. Acting DPW Director Gallant said we would put it aside for one year. Chairman Barbaro said we can go to MRPC for funds. He said town roads

are in rough shape. **A motion was made by Selectwoman LaBrie to bypass the bridge this year and use Chapter 90 money to do the roads. The motion was seconded by Selectwoman Anderson.** Mr. Livingston said the amount approved will be borrowed.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

A motion was made by Selectwoman LaBrie to have the Acting DPW Director reconfigure the intersection of Spring, Water and Ash Street because of public safety. The motion was seconded by Selectwoman Anderson.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

Selectwoman LaBrie said we need to inform boards and committees of the June 15th seminar. Mr. Livingston commented that they have been or will be informed.

ADJOURNMENT

A motion was made by Selectwoman Anderson to adjourn the meeting. The motion was seconded by Selectwoman Salter.

BARBARO(Y) ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Debra Dennis
Recording Secretary