

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MINUTES
MONDAY, JULY 20, 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

Bernard Lynch, Acting Town Manager
Linda Daigle, Executive Assistant
Donna Allard, Town Accountant
Debra Dennis, Recording Secretary

List of Documents Presented at Meeting:

- Senior Work Off Program Information (filed)
- Parks and Recreation Summer Concert Series (filed)
- The Robinson-Broadhurst Story (filed)
- Robinson-Broadhurst Foundation FY16 Grant Awards (attached)
- Winchendon Teacher's Assoc. Statement Regarding Proposed Changes to Health Insurance from Christina Ricard (attached)
- Pole Petition - Oak St. (filed)
- Entertainment Permit Application – 2nd Fall Festival at Ingleside, Sept. 26, 2015 – Winchendon Enhancement Committee (filed)
- Solicitation Permit Application – Door to Door Sales, Lorenzo Leonardo, Vivent Solar (filed)
- Solicitation Permit Application – Door to Door Sales, Natnale Girmay, Vivent Solar (filed)
- Town Accountant Financial Reports (filed)
- Winchendon Cultural Council Letter of Interest – James McCrohon (filed)
- Planning Board Appointment Notification and Email of Interest - Robert O'Keefe (filed)
- Planning Board Note of Interest – Burton Gould (filed)
- Board of Selectmen July Vacancy List (filed)
- Town Manager Search Committee emails/notes of Interest (filed)
 - o Tally of Selectmen Members Selected (filed)
- Draft Order of Taking – Harris Rd. Bridge and Portions of West Street and Harris Road (filed)
- Town Manager Search Consultant (3) Proposals (filed)
- Acting Town Manager's Report (attached)
- Minutes for approval: (filed)
 - o Monday, June 8, 2015, Regular Meeting
 - o Tuesday, June 30, 2015 Meeting Prior to STM
 - o Tuesday, July 14, 2015 Joint Meeting with Finance Committee

Chairman Barbaro called the meeting to order at 6:35 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.

SELECTMEN'S COMMENTS:

Chairman Barbaro announced the Senior Work Off Program. He said there are currently five applications that have been received and there are thirteen open slots. He said you have to be 60 years old or older and supply financial documentation.

PUBLIC COMMENTS AND ANNOUNCEMENTS:

Robinson –Broadhurst Foundation-Bud Fletcher and Skip Parks came forward. Mr. Fletcher introduced himself and Skip Parks who are trustees of the Robinson-Broadhurst Foundation. There are three other trustees. Mr. Fletcher gave a history of the Robinson-Broadhurst Foundation and the percentage of dollars they give out in grants to the town, churches and charity organizations each year. He spoke of all the projects that the Robinson-Broadhurst Foundation has paid for. Mr. Parks handed out a book about the Robinson-Broadhurst Story to all the Board of Selectmen members. Chairman Barbaro thanked them and said we couldn't do all we have done without you. Selectwoman LaBrie asked what the process is to apply.

Mr. Fletcher said the application is on line or he has them. He said they are due the 1st of January. They have their annual meeting the third week of May and distribute the money and letters sent out the first week in June. Selectwoman Anderson thanked them.

SELECTMEN'S COMMENTS CONTINUED:

Parks and Recreation Summer Concert Series-Chairman Barbaro said they are every Friday night. He said the next one is on July 24th and the performer is Cara Keane & The Disclaimers. Selectwoman Anderson thanked the Parks and Recreation for all they have done. Selectwoman Anderson said Operation Winchendon Cares is accepting donations. She said they are having a Chili cook off on August 1st. Selectwoman Anderson asked if the Select board can get a town face book page so they can get comments. Linda Daigle said it is posted on the town calendar website. Mr. Lynch said we can work on that.

PUBLIC COMMENTS AND ANNOUNCEMENTS CONTINUED:

Christina Ricard the President of the Winchendon Teachers Association came forward and said they have positive open relations with the town and its boards. She said the leaders were notified late last week that a vote would be taking place to change insurance from the Acting Town Manager. She said employee groups have a right to negotiate. Ms. Ricard appealed to the Select-board not to adopt MGL C.32B §21-23. She read the letter. We wish to work positively together.

Chairman Barbaro recused himself.

A motion to take out of order was made by Selectwoman Anderson and was seconded by Selectwoman Salter.

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

Selectwoman LaBrie asked if we had any information in our packet. Linda Daigle said you have information in the Acting Town Manager's Report.

Mr. Lynch explained the GIC. He said it is used very successfully in over 100 municipalities in the commonwealth. The results have been very positive in municipalities to save money. He knows there is a

need to provide health insurance for employees. This state allows the towns to notify employees of the intent to begin looking at health insurances. We can do an analysis to see what savings could be realized if the town moved to the GIC. Mr. Lynch said if you look at page 12 of the DOR report and recommendations it includes we look at the GIC and adopt this law. The first step is adopting the law and then doing the analysis. Then the town would negotiate with the public employees committee and would have a weighted vote. He said the town would have a right to move forward.

Mr. Lynch continued saying there is no doubt about it, the taxpayers in the Town of Winchendon are facing to pay off the deficit borrowing in order to save as much money to help pay the deficit, give money to pay raises, provide services and invest infrastructure which led to the DOR legislation. He said there is not a lot of time and he wanted to get the clock moving. Selectwoman LaBrie said there is a lot to digest and she is not ready to make a positive vote. She suggested postponing and put on the agenda for the next meeting when they will be better prepared. Selectman Cyganiewicz asked if there would be any problem in postponing. Mr. Lynch said savings wouldn't be for FY16, it would be for FY17, because of the timing process we would have 90 days to get that work done. He said the DOR feels it could save the town \$300,000. If you want to delay, this I can't guarantee this will happen. He said without a yes vote, we can't move forward.

Mr. Lynch said the negotiations very much matter. Selectwoman Salter asked with the current agreement with the unions is there a date. Mr. Lynch said he is not sure, but stated purpose is not to negotiate the IAC. Mr. Lynch explained the unfunded liability for health insurance for retirees. He said the percentage today is greater than the amount they pay for active employees. He said health insurance is a huge issue for municipalities. Selectwoman Anderson asked if we adopt the law would it be inactive in 30 days. Mr. Lynch said it is a point of notification. Mr. Lynch read information from Town Counsel. He said the steps would take us until September and then we would have the 30 day notification.

A woman in the audience pleaded with the members to put this on hold so they could do some homework.

Bob Zbikowski said he is not covered; he has no special interests except as a taxpayer. He wanted to know what section has been accepted already. He asked doesn't the town have a look alike GIC policy. He said this is looking to save money, however at human cost. Insurance is critical and we have to remember town employees have less policies also live in town and pay taxes. He asked how they could vote on this if they didn't have all the documentation. He said voting on something you haven't read is irresponsible.

Mr. Lynch said if the Select-board wishes to put off until next meeting, we may not make it. He said he belongs to GIC. He said he put it in place in Lowell and they have saved billions of dollars and employees are happy members of GIC.

Selectwoman LaBrie wants to read the law, get the facts more and postpone to the next meeting. **A motion was made by Selectwoman LaBrie to postpone any action on this topic and put on agenda for August 10 to be discussed at that time to be voted on. The motion was seconded by Selectwoman Salter.**
ANDERSON(Y) SALTER(Y) LABRIE(Y) CYGANIEWICZ(Y)

Chairman Barbaro returned to the table.

PERMITS/LICENSE APPLICATIONS, HEARINGS:

POLE PETITION PUBLIC HEARING: Oak Street –Selectwoman LaBrie moved to open the public hearing. The motion was seconded by Selectwoman Salter.

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

Selectwoman LaBrie read the Public Hearing notice into record. Abutter Erica Rau who lives at 22 Oak Street came forward. In 2009 she purchased the house and they cut down a lot of trees. There was a tree that had a guide wire and National Grid removed it in 2014. She said they were upset about it. She said we then called an arborist to have the tree removed, the arborist said there are very few trees left this big in Winchendon. National Grid put a marker in the street where they were going to put a pole. She said the town has a 10 foot easement the town owns. They want to put the pole in and they will drill down 6 feet into the root system. She feels they should try to preserve the tree without drilling into root. She said the stone wall will eventually be destroyed and the tree will eventually fall down. Chairman Barbaro asked if she would be applicable to putting the new guy wire back up. She said National Grid said no they are trying to get guy wires out of trees. She said she doesn't want to go back and chew up the roots.

Ken Dolby, National Grid representative came forward. He said it was at the request of the customer they removed the guy wire and now we are caught in a hard place. We do not attach to trees any more. Mr. Dolby said it's getting tighter; it might pull service off the house. Chairman Barbaro said we have a 100 year old tree. It's been cut, can we hook it there. He said no, with no happy medium to be found. Chairman Barbaro asked about if you kill the tree are you going to pay for it. Mr. Dolby said it is technically town property.

Selectwoman LaBrie said she is concerned the town could be liable to not have presentable. She is adamantly opposed to cutting the tree down. She said all alternatives have been exhausted. We need to find a compromise an alternative solution. Chairman Barbaro said you have to work with people. Selectwoman Anderson said to keep the tree. Selectwoman Salter agreed.

Selectwoman Anderson moved for National Grid to find another solution other than cutting down the tree or ruining the stone wall, or drilling down to the root system, which would kill the tree, Selectwoman Salter seconded.

Mr. Dolby said to be honest there is no other solution.

Mr. Miller said its physics; there are other solutions, two poles versus one. Selectwoman LaBrie said she could work with them to see in fact whether there isn't something else that can be done.

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

A motion was made by Selectman Cyganiewicz to close the Public Hearing. The motion was seconded by Selectwoman Salter.

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

Entertainment Permit – 2nd Fall Festival at Ingleside, Sept. 26, 2015–Winchendon Enhancement Committee - Dave Romanowski and Jane LaPointe came forward. Mr. Romanowski said this is the 2nd year for the annual Fall Festival at Ingleside. He said last year there were over 2,000 people at the festival. He said we will be having bands, games, food, fun, challenges, kid's events as well as older kid's events too. Ms. Lapointe said the Winchendon Enhancement Committee was formed a couple years ago to explore

what we can do working together, result of that forum, engage in projects to engage the community. Mr. Lynch met with the Winchendon Enhancement Committee. They are doing great work continuing to explore the relationship with The Winchendon School working out a transfer. We are working on a number of different initiatives. He said he is hesitant to say too much beyond that. **Selectwoman LaBrie moved to approve. The motion was seconded by Selectwoman Salter.**

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

They thanked the Select-board and said see you all on September 26th from 11:00 a.m. to 3:00 p.m.

Solicitation Permit – Door to Door Sales, Lorenzo Leonardo, Vivent Solar – Mr. Lorenzo came forward. He said he is switching companies from Solar City to Vivent Solar. **A motion was made by Selectwoman LaBrie to move to approve. The motion was seconded by Selectwoman Anderson for discussion.** Selectwoman Anderson asked how long it will take to go door to door. Selectwoman Salter had concerns of when it will start and stop each day. Mr. Zbikowski expressed his concerns about door to door sales. He said it should be put in the newspaper. He said you shouldn't have people come to your house. Selectman Cyganiewicz said this is a state permit they received and if you don't want anyone at your house ask them to please leave. **Selectwoman Salter amended the motion to change the time to 11 a.m. - 7 p.m. The amended motion was seconded by Selectwoman Anderson.**

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

Solicitation Permit – Door to Door Sales, Natnale Girmay, Vivent Solar – **Selectwoman LaBrie moved to approve the license for Natnale Girmay with hours changed to 11 a.m. to 7 p.m. The motion was seconded by Selectwoman Salter. Mr. Girmay was not in attendance.**

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

BOARDS/COMMITTEES/DEPARTMENT HEADS:

Town Accountant Financial Report

Mr. Paquette said that we have encumbered \$455,000 for School Special Education Transportation. Ms. Allard said I don't believe we have a contract yet. Mr. Paquette said it's in the process. Mr. Lynch said it is good practice to have the contract before we encumber.

Selectwoman LaBrie questioned some accounts which were on pg. 4 Collector/Treasurer software. Donna Allard said it is an upgrade, maintenance agreement paid out in July. Selectwoman LaBrie also questioned page 9 longevity. Ms. Allard said a transfer is being done to correct that overage. Selectwoman LaBrie said on page 13 the Administrative Clothing Allowance. Donna said it is a one-time expense each year. Selectwoman LaBrie also questioned on page 19 under Beal's Memorial Library. Ms. Allard said it is for contractual services. She said the bill comes at the beginning of the fiscal year and we pay up front to get a discount. She said the deficit is to be corrected. Selectwoman LaBrie asked if they are waiting for the School Department to close out or if it was completed by the 14th of July. Donna said there is still something opened. She said there is still a negative balance in their school appropriations budget. Ms. Allard said there is a \$17,000 discrepancy from the prior year. We will need to talk to the School Committee.

APPOINTMENTS/RESIGNATIONS:

Winchendon Cultural Council Appointment – **A motion was made by Selectwoman LaBrie to appoint James McCrohon to the Winchendon Cultural Council. The motion was seconded by Selectwoman Salter.**

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

Planning Board Appointment Notification-**A motion was made by Selectwoman LaBrie to affirm the appointment of Robert O’Keefe to the Planning Board. The motion was seconded by Selectman Cyganiewicz.**

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

Planning Board Appointment-Burt Gould-**A motion was made by Selectwoman LaBrie to appoint Burt Gould to the Planning Board. The motion was seconded by Selectwoman Salter.**

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

Capital Planning Committee Vacancy-Board of Selectman Appointment-Selectwoman Anderson was appointed at the last Board of Selectmen’s meeting.

Board of Selectmen July Vacancy List-Chairman Barbaro read through the vacancies.

Town Manager Search Committee Appointments – Chairman Barbaro asked the board to tally up their selections for the Committee. **A motion was made by Selectman Cyganiewicz to have a five minute recess. The motion was seconded by Selectwoman LaBrie.**

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

The Select-board took at recess at 8:19 p.m. The Select-board reconvened at 8:29 p.m.

Chairman Barbaro tallied up the votes and announced the members of the Town Manager Search Committee. Chairman Barbaro said Ruth DeAmicis, MJ Galat, Burt Gould, Jason Moury, Jessica Murdoch, Felicia Nurmsen, and Dave Romanowski.

NEW BUSINESS:

Order of Taking-Harris Road Bridge-Wendy Stevens, DPW Executive Assistant said all the abutters have donated their land. The Town Clerk is here to notarize the order of taking once it is signed. She said once it is signed it will go back to Attorney Katie Kline who is working on this. Atty. Kline will record at the Registry of Deeds the affidavits. It is then off to the state and issue the road certificate. Ms. Stevens said at that point we will advertise for bids. She said we expect construction to begin early next spring. Chairman Barbaro said thank you to the abutters. **A motion was made by Selectwoman LaBrie to move for the order of taking Harris Road Bridge, Selectwoman Anderson seconded the motion.**

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

Order of Taking-Portions of West Street and Harris Road-**A motion was made by Selectwoman Anderson to move to approve the order of taking; the motion was seconded by Selectwoman Salter.** Selectwoman LaBrie asked if there is any sense if there is any more land to look at taking. Ms. Stevens said not on this project. This is in the early stages; it will ramp up in 2017. She said we have one more thing to be approved for Chapter 90 to cover legal fees and recording fees for this project. Selectwoman LaBrie

asked about the easements. Ms. Stevens replied they are all signed and will be recorded at the same time. We will notify them by certified mail of the recordings and a letter of thanks on behalf of the Town.

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

OLD BUSINESS: N/A

ACTING TOWN MANAGER'S REPORT:

1. Financial Updates-

a. FY15 General Government Budget – Mr. Lynch reported settling up the FY15 budget has continued to occupy much of thier time as they have gone through the crunch of closing out the books for the year. The Special Town Meeting and year-end transfers with the BOS and FinCom have been very helpful. On the non-school side of things pretty much everything is balanced out and closes in the black. The exception of course is the snow and ice account which we were able to whittle down from a deficit of about \$220,000 to a more manageable \$19,000. This amount will be carried into FY16.

Revenues were still being booked as of the writing of this report but it appears we are in fairly good condition there. That money, albeit relatively small, will go towards generating free cash which under the deficit legislation will go primarily, if not fully, to the deficit borrowing.

The only remaining issue lies with the School Department. Paperwork from the Schools was still being delivered until late on the afternoon of July 15th, the last day legally for submissions. The issue rests with a shortfall of \$17,000 but we will be working to deal with that as we close the books.

Of course there is still the issue of the health insurance trust fund deficit which will require borrowing through the deficit legislation, or use of stabilization funds. I am leaning towards borrowing as that would give us more flexibility but I intend to give this greater consideration and may end up at some mix of approaches.

Mr. Lynch feels we can pull some resources in FY16 and pay the \$19,000 deficit for Snow and Ice. He said the FY15 audit has begun. He said it should be done in October or November. He said he spoke with the Deputy Commissioner and realized it could be a problem getting it done in time. He said they are aware of the progress and are pleased at what has been done.

b. FY15 Audit- The FY15 audit has begun and is expected to be completed in late September/early October which should give us ample time to get our tax rate approved.

c. FY16 General Government Budget- With FY15 basically completed we are shifting our attention to FY16. Certainly, the decreased snow and ice deficit is welcome news. I am optimistic that we will be able to get through FY16 without any reductions though there may be some budgetary transfers to meet certain service needs. And, I have placed budgetary restrictions on all departments by requiring all purchase orders over \$300 to be signed by the

Town Manager. Finally, though we may not need to make cuts I am looking to achieve some savings in various areas but specifically in energy costs and health insurance.

- Energy Costs-Currently, the Town purchases electricity under National Grid basic service. As we all know, due to the manner in which these rates are set they tend to be high. As a result of the utility deregulation of the late 1990's the Town has the ability to purchase power through a third party at lower rates. The plan has been to purchase solar power from the landfill project but until this is up and running we are missing out on savings.
- Health Insurance-The Town took an important step in controlling health insurance costs when it went to a premium based product. However, it appears that not all insurance options were considered at the time. Specifically, the Town did not look at the state Group Insurance Commission(GIC) and had limited consideration of the Massachusetts Inter-local Insurance Association products. As the DOR report indicates there could be substantial savings through the GIC. I have placed a vote on the BOS agenda for this meeting to begin the process of re-visiting this issue. I have also taken the step of engaging Cook and Company (a health insurance consultant) as our consultant and broker-of-record in order to conduct a re-insurance audit, enrollment audit and assist with looking at health insurance options.

Mr. Lynch said he thinks there is savings to realize in FY17. He said we need to take a look and have a discussion with collective bargaining groups concerning health insurance forum. He said he thinks there are savings to be realized.

Mr. Lynch said the solar farm will not be on for 16 to 18 months. The interconnect with National Grid has expired. Selectwoman Anderson asked about the delays. Mr. Lynch said the negotiations with a sale of one of the companies was the big delay. He said the states net metering program cap has been reached. He said he isn't sure if the state is going to keep the net metering going. He said without the net metering credits that project could grind to a halt indefinitely. He said he has had Constellation Energy come in who is a provider of low cost energy and they are going to get us some prices to get our energy costs down.

- d. FY16 Cash Flow-** As previously reported another immediate issue facing the Town was cash flow for the first few months of the fiscal year prior to the first quarter tax receipts and local aid payment. Specifically, we wanted to make several large beginning of year payments for insurances and retirement assessments in order to receive substantial discounts. As expected a short term Revenue Anticipation borrowing of \$1.2 million occurred with an interest rate of .6% to pay these bills. This note will be paid within six months

Mr. Lynch said we need to get out behind the eight ball and not have issues in the future. He said there is an opportunity with tax title here. He said we need to revisit this and see how it's done.

- 2. Personnel Updates-** There are three personnel actions that have been taken. He authorized the filling of one temporary DPW employee to work on summer projects, authorized the filling of a wastewater position to meet DEP requirements for staffing of the treatment facility, and he

authorized an increase in compensation for the Town Planner for 6 months to fill the full Director of Development position that had been vacant. The funds for this come from the Planning budget and some available DPW funding as much of the ongoing planning work is DPW related. He is planning to rework the Planning budget for Fall Town Meeting and to more appropriately allocate resources for this department based upon the status of various grant applications.

3. DOR Report-The DOR report has been received and circulated to the BOS, FinCom and School Committee as well as members of the financial team. I'm happy to report that we have already moved on many items. We are currently expecting DOR to present the report on August 17th at a tri-board and finance staff meeting.

4. Project Updates-

a. Police Station Project- As previously reported we are approximately \$80,000 short of being able to award the contract. I met with the architect, project manager and involved Town staff to review the project and moving it forward. It has been determined that the best course of action is minimally reducing the project scope, phasing certain project elements and having the DPW coordinate certain site work in order to bring the project in on budget. Specifications are now being prepared to go back out to bid in the next couple of months.

Mr. Lynch said there have been changes to the plans for the Police Station project. He said the sally port has been cut out and some of the offsite work is going to be done by the DPW. He said it is at a point to move forward and get out to bid and get it done.

Mr. Lynch said if we walk away we will lose money that has been put in. He said in a planning prospective Municipal buildings function well in the downtown area. Selectman Cyganiewicz asked how much money has been spent so far. Mr. Lynch said around \$900,000 but when complete it will cost around three million dollars. A police station for this kind of money is pretty good. The Town of Chelmsford was \$6 million. He explained the convoluted process regarding the sub-bids and the work behind it.

b. Town Solar Farm - Mr. Lynch reported he met with SunEdison to ascertain the status of the project. Unfortunately, the delays that occurred in this project resulted in a lapse of the National Grid inter-connect agreement and the loss of needed net metering credits until a new round of credits become available. In addition local permitting is still needed. We are now looking at a best case scenario of bringing this project on line in 16-18 months. I have reviewed the agreement for this project with Town Counsel and have received an initial determination that there have not been any contractual violations. We will continue to work on this.

c. Library Project-The Library project is nearing design completion and is also scheduled to be put out to bid within the next couple of months. Funding is in place for this project and we will monitor to insure bids are within available resources.

5. Miscellaneous Updates-

a. Transfer Station- There was some confusion this past week with the closure of the transfer station on Thursday (7/9) as there seemed to be inadequate notice given to residents. After

review I ordered the station opened for that afternoon. And, after further review with the DPW Director we determined that there was little savings to be realized with the closure. As a result, a decision was made to re-open the station on Thursdays until further notice and we are working on other means of cutting costs including how the area is maintained (mowed), and using bag tags rather than more expensive trash bags. We will be working on this over the next few months.

- b. We did receive word on 7/16 that the Town was not awarded a CDBG grant for 2015. We are assessing the impact this news will have on our development office. The grant was to fund \$175,000 in housing rehabilitation, \$600,000 for street and sidewalk improvements on Walnut and Chestnut, and \$125,000 for administration.

Mr. Lynch discussed the other staffing changes in the planning department. He said the way the budget was structured there was no funding for the director, planner part time and the administrator. He said there wasn't money set aside for the end of the grant money. He said for a temporary basis he has allocated money from the DPW to help with administration until the fall town meeting where it can be funded fully. He said you shouldn't make positions to be paid fully by grant money. He said we didn't get awarded any CDBG money this year. Selectwoman Salter asked about the reason. Mr. Lynch said he is not sure but it could be because Winchendon has done well with grants.

- c. The State budget was approved with minor increases in the local aid but it did include funding of \$50,000 for the Town to build-out a new accessible bathroom at the Senior Center. The Legislative Delegation is to be thanked for this funding. Assuming it makes it through the Governor's office we will act to quickly receive the money and move forward with the project.
- d. As previously reported, Janet Godin's complaint at the BoS meeting of June 8, 2015 regarding her driveway at 55 Highland Street was reviewed by Town personnel and I concurred with the opinion presented. However, I visited the site and have determined that there are issues, driveway aprons that need to be addressed. We will be working in that neighborhood in the early Fall to fix these issues at a relatively low cost.

Selectwoman Salter asked why the town didn't receive a CDBG grant this year. Mr. Lynch said you don't receive it all the time; they sometimes give it to other communities. Selectwoman LaBrie asked about the closed bridge. She asked if there have been any feelers out, any movement on it. Acting Town Manager Lynch said he has a meeting scheduled in early August with the State Legislatures and will be talking about what they recommend to do. He said it is a short stretch, having a detour isn't that bad. Mr. Lynch said he has gone out there with the Police Chief and DPW and they are still working on some issues. He said we need resources. Mr. Lynch said he doesn't see it happening this year.

Acting Town Manager Mr. Lynch recused himself at 9:04 p.m.

MINUTES: A motion was made by Selectwoman Anderson to approve the minutes of June 8, 2015. The motion was seconded by Selectwoman Salter.

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

A motion was made by Selectwoman Anderson to approve the minutes of June 30, 2015. 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 the minutes of July 14, 2015. The motion was seconded by Selectwoman Anderson.

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

TOWN MANAGER SEARCH CONSULTANT:

Chairman Barbaro said Mr. Lynch was the lowest bidder. He said that Mr. Lynch was not privy to any of this information. **A motion was made by Selectwoman Anderson to approve the Town Manager Search Consultant be awarded to Community Paradigm Associates, LLC.** Selectwoman Anderson said it is a savings of \$7,500. She said the bids were \$17,500, \$15,000 and \$7,500. **The motion was seconded by Selectwoman Salter.**

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

A motion was made by Selectwoman LaBrie to allow the Chairman to execute the contract tomorrow. The motion was seconded by Selectwoman Salter.

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

AGENDA ITEMS: Chairman Barbaro said the meeting schedule for August is regular meetings Monday August 10th and 24th, 2015. He said there is a joint meeting with the School Committee and the Finance Committee with the Department of Revenue on August 17, 2015.

ADJOURNMENT

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

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

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Debra Dennis
Recording Secretary