

**TOWN OF WINCHENDON  
BOARD OF SELECTMEN MINUTES  
WEDNESDAY, FEBRUARY 10, 2016  
4<sup>TH</sup> Floor Robinson-Broadhurst Conference Room  
109 Front Street, Winchendon, Mass.**

Present:

Michael Barbaro, Chairman  
Barbara Anderson, Vice-Chair

Keith R. Hickey, Town Manager  
Linda Daigle, Executive Assistant

Austin Cyganiewicz  
Audrey LaBrie

Absent: Amy Salter

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List of Documents Presented at Meeting:

- Letter of Request from DPW Dir. Al Gallant requesting \$40,000 deficit spending in snow and ice accounts (filed)
    - o FY16 Snow & Ice Expenses as of 2/6/16 (filed)
    - o Salt & Sand Usage/Cost FY13, FY14, FY15 (filed)
  - FY16 CDBG Program
    - o Budget Summary Sheet (filed)
    - o Application Cover Sheet (filed)
    - o Designation of Environmental Certifying Official Memo from Chairman Barbaro (filed)
  - DLTA Application for Technical Assistance Support Letter to MRPC (filed)
  - Discharge of Mortgage/Acceptance of Payoff - 130 Laurel Street (filed)
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Chairman Barbaro called the meeting to order at 4:02 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. This meeting was held due to the cancellation of the Feb. 8, 2016 scheduled meeting because of a winter storm. The balance of the originally scheduled meeting will be addressed at the Selectmen's meeting on Monday, February 15, 2016.

**SELECTMEN'S COMMENTS:**

Chairman Barbaro announced to be careful outside; the roads were slick.

**PUBLIC COMMENTS AND ANNOUNCEMENTS:**

There were none.

**APPOINTMENTS/RESIGNATIONS:** N/A

**PERMIT/LICENSE APPLICATIONS:** N/A

**NEW BUSINESS:**

Snow and Ice Accounts Deficit Spending – DPW Director Al Gallant came before the Board with a request of additional funds for the snow and ice budgets in the amount of \$40,000.00. He presented two spreadsheets of

expenses as of Feb. 6, 2016 as well as a Salt and Sand Usage and costs for the past three fiscal years. He spoke of the weather conditions this current year and how this past Monday's storm was extensive.

Mr. Gallant spoke of the costs of using sand/salt mixture or just straight salt and recommended just salt if the Town could afford it. His men would be able to do less runs and they would save on manpower and wear and tear on the trucks. Mr. Hickey said there are other things we may need to think about using straight salt, whether or not there were any environmental concerns in using just straight salt that the state might have an issue with. Ms. Anderson has done some research and feels it may be wasteful to include sand with it.

Mr. Hickey offered that the Public Works budget for FY17 has been budgeted more and would need to see what kind of adjustments would be needed if we were to move forward with straight salt.

Ms. Anderson asked where the extra money for this request would come from. Mr. Hickey replied free cash is one where we haven't had the opportunity in the past to do; we could appropriately budget it in the FY17 budget as well. He suggested using free cash so we don't move forward in FY17 behind the eight ball. This would be a Board decision. Free cash at this time is about \$78,502.00.

**Anderson moved to allow the DPW to go over their budget line which is allowed by law for the total of \$40,000 for Snow and Ice deficit; LaBrie seconded. By a vote of all aye, the motion carried unanimously.**

CDBG – Final Application – Mr. Glenn Eaton, Executive Director of MRPC and Tracy Murphy, our Director of Development, came forward. Mr. Eaton passed out to the Board the final budget for the grant application for \$1,000,000 total for three project activities: 1) Housing Rehabilitation, 2) Home Heating Fuel Assistance and 3) the largest project, the Walnut St. infrastructure project. He explained on the spreadsheet where you see an "A" that is Administrative costs for his office and the Town's costs. The percentage for admin is 23%, under the cap of 30% for Admin costs. He credited the Town for the column "Other Funds" saying the Town is using a significant portion of Chapter 90 money for street resurfacing. He said there will be twelve units for housing rehab, four in Ashby and eight in Winchendon and fifty cases will receive fuel assistance in the amount of \$500 each.

The second page of this document is the application cover sheet that the Town Manager will be signing. His colleague in Ashby will also be signing. The application is due Friday. Mr. Barbaro thanked him for increasing the home heating fuel oil assistance part of the grant and including Ashby to give us a better score card and for his work on this grant application. He also thanked Tracy and Jenelle for all their work. He's hoping this grant comes through and is encouraged. Mr. Eaton pointed out that this grant is competitive and has a one and three or maybe one in four chance to be granted. He said working with everyone has formed a new relationship with MRPC and the Town and the commitment from MRPC is there.

Ms. Murphy thanked Glenn for all his work and feels like they have put forth a very competitive grant. She asked if there were any questions.

The Steering Committee is ready to go and will be getting together in March anxious to look at the target area. They are an intricate part of the application process. Ms. LaBrie asked when they would hear about the grant. Mr. Eaton replied the Town Manager will most likely get a call in July from our local state representative. It takes about four months to get the paperwork and the work starts in December. Road work will be in the summer of 2017.

**Anderson moved to support the final application and budget for the CDBG grant; Mr. Cyganiewicz seconded. By a vote of all aye, the motion carried unanimously.**

#### Designation of Environmental Certifying Official

**Ms. Murphy asked the Board if they would designate the Town Manager as the Environmental Certifying Officer. LaBrie so moved: Anderson seconded for discussion.** Mr. Eaton explained the role of this position regarding the environmental impact of the projects and the checklist and signoffs that will be needed. His staff will

do the work compiling the paperwork that the Town Manager would sign off on. **By a vote of all aye, the motion carried unanimously.**

DLTA Application for Technical Assistance – Ms. Murphy said she was before them last June with a District Local Technical Assistance (DLTA) grant and was awarded the grant. That grant was to do research on a downtown Winchendon Village District. Working with Mr. Eaton’s staff at MRPC, this first grant only covered a lot of the research. This second grant would put forth a proposal and perhaps bring before the Town and make it its own district. The application is for just to compile all the research and is asking for their endorsement to continue the work. **LaBrie moved to support the DLTA application for Technical Assistance; Anderson seconded. By a vote of all aye, the motion carried unanimously.**

Discharge of Mortgage/Acceptance of Payoff - 130 Laurel Street - Ms. Murphy and Jennelle Srocnski came forward. Ms. Murphy explained this is part of the Rehab program in 2013. They are in foreclosure situation. The payoff amount will go back into the program income money. She noted typically in foreclosure situations, the Town doesn’t see anything back. **Anderson moved to discharge the mortgage and accept the payoff offer for 130 Laurel Street; LaBrie seconded. By a vote of all aye, the motion carried unanimously.**

**OLD BUSINESS:** N/A

**COMMUNICATIONS:** N/A

**AGENDA ITEMS:**

Meeting Schedule: February 15, 2016, February 22, 2016

**ADJOURNMENT:**

**LaBrie moved to adjourn; Anderson seconded. By a vote of all aye, the meeting adjourned at 4:34 p.m.**

Respectfully submitted,

Linda Daigle  
Executive Assistant