



Board of Selectmen

Date of Meeting: Monday, April 9, 2018
Location: Town Hall, 221 Main Street
Time: 6:01 PM – 8:34 PM
Members Present: Chairman James Wood; Jamie Underwood; Michael May; Marty McNamara, Town Administrator; Brian Faulk, Special Town Counsel; April C. Steward, Administrative Assistant to the Board

The meeting commenced at 6:01 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

EXECUTIVE SESSION (closed to the public): *Per MGL c.30A, §21, (2): to discuss strategy with respect to negotiations with nonunion personnel – Building Inspector's Contract. Roll call vote was recorded; Jamie Underwood; Yes, James Wood; Yes.*

The board reconvened into open session at 6:28 PM

Mike May wanted to acknowledge the accomplishment of Michael Flanagan being accepted into The United States Military Academy (USMA), also known as West Point, which has an acceptance rate of 10%. It is always an honor when a Boylston graduate is accepted into such an esteemed collegiate venue. Congratulations were bestowed upon the proud father, Joseph Flanagan who was in attendance at tonight's meeting.

TA Search Committee: The TA Search Committee members who were Chairman David Marzo, Brian Gaucher, Joseph Flanagan, Lindsay Katz, and Laurie Benson were all present. Chairman Wood wanted to thank the committee for all of the hard work they had done. The committee presented the BOS with a bound book with the results of their TA Search. Chairman David Marzo wanted to explain to the board how the committee went through their process and ultimately how they reached the final candidates that they want to put forth. He does have written communication from all of the individuals that they do know that their names are going to be disclosed publically. Scott McCubrey had been appointed but withdrew from the committee before he had seen any of the candidates citing a conflict of interest. That was communicated to the board. The committee has decided to put forth four individuals for consideration. The committee had been compliant with the open meeting law as well. The deadline for submitting applications was March 5th, the committee met on March 6th and had a series of sessions to first identify the individuals they wanted to interview. They were looking to interview between 9 and 12 individuals and ended up extending the interview invitation to 9, and 8 came in to interview. Details were given on how they went through their evaluation process. Each committee member was able to give 2-3 nominations and there was some overlap in the nominations that were given. Each of the individuals were invited to come in for a one hour each panel interview. The board was provided with a synopsis of the panel interview questions. Demographics were given on the candidates that applied with the mention that two town residents did apply as well. The candidates are being presented in alphabetical order by last name. The first candidate presented was Meagen Donoghue of Worcester, MA. The second candidate presented was Christopher Paquette from Sterling, MA. The third candidate presented was Mark Shea from Vermont. The fourth candidate presented was April Steward from Worcester, MA. Chairman Marzo offered to provide the BOS with additional interview questions if they so desired to avoid redundancy, to best represent the town. The committee would like to make sure that the town communicated back to the candidates to let them know where they were in the process as a common courtesy. The Town Administrator said that he would handle reaching out to the

candidates to let them know that they were not a finalist in the process. He will also contact the four finalists to schedule interviews with them. Mike would like them to be scheduled for 90 minute interviews a piece, two interviews a day. The board would like to do the interviews starting at 4:00 PM, two on Monday 4/23/18, and two on Tuesday, 4/24/18. Mike May commended the committee for all the time and work they put into the process, it was very impressive. Brian gave all the credit to David for the presentation.

Planning Board Housing Choice Designation Discussion: Richard Baker came I to give the BOS and update on two items. The good news is the Governor announced his initiative to increase housing choices within the Commonwealth. The one that concerns us is the Housing Choice Designation. This is similar to other programs within the state. It is a carrot and stick approach, if you are designated then you are entitled to apply to a pot of funds which are unrestricted and can be used for capital projects. We already have met the criteria for admission into the designation by increasing our housing by 5%. Now all we really need to do is apply. The CMRPC is willing to come along and help us with the submission process. The grant program application opens up in July, which the CMRPC is also willing to help us with those applications as well. This has nothing to do with affordable housing, it is strictly housing in general. We could apply for grants that deal with traffic initiatives. It is very similar to going through the Community Compact Program. Dr. Baker explained that this designation is a way that the state is choosing to send aid to communities in recognition that housing, although is very much needed, also puts a strain on the community, and this is a way that the state can give back to help communities who are seeing an increase in over 5% of new housing growth. Mike expressed some concern that this may end up being a penalty to the town, but Dr. Baker and Marty did not feel that that was the case. We would need to have the Chair and the Building Inspector sign the application to begin the process. *Jamie Underwood motioned to allow the Chair to sign the designation; Mike May seconded; voted all in favor.*

Dr. Baker wanted to bring to the BOS attention the zoning by-laws that we have on the books for inclusive zoning. There hasn't been used an opportunity to put the inclusive zoning by-law into practice yet, and we have our first application for a housing development that would enact the by-law. Dr. Baker attended a conference where planners were talking about affordable housing and he learned that it is one thing to build affordable housing and it is quite different to actually get credit for those units on the subsidized housing inventory list that the state keeps which exempts/does not exempt you from 40B projects. The town needs to decide how they would like to deal with the situation. Dr. Baker felt the only way the town could ever reach the 10% number is with apartment units. About 10 years ago an Article was put before town meeting and approved for the inclusionary zoning by-law in an attempt for the town to come into compliance with the 10% number. Then the housing boom went away. If the over 55 development goes through the town will have to decide how it wants to jump through the hoops to have the affordable housing units added onto the state's subsidized housing list. The planning board is going to look into the issue further, there is a lot of book keeping required to maintain the units onto the inventory, and we do not have a town planner to administer the process. Some towns have formed regional offices to help facilitate the process.

Officer Barbado Life Saving Award: The Police Chief wanted to take the time to recognize Officer Barbado with a Life Saving Award. The room was called to attention and the Chief read a proclamation declaring that the Boylston Police Department had awarded Officer Rob Barbado with a Life Saving Award for his heroic efforts in saving a man's life in Worcester while he was off duty. While he was at a small eatery on Grafton Street in Worcester he noticed a male sitting at a table suddenly collapse. Officer Barbado assessed the situation and moved the patient to the floor. He initially delivered two abdominal thrusts with no results. The patient was actually suffering from an overdose and Officer Barbado instructed bystanders to call 911 and he began CPR. During the rescue effort he realized no one had called 911, so he then called 911 while performing CPR. Once the Worcester FD arrived they administered Narcan and the patient then regained consciousness. He was then transported to the hospital and is alive today. Well done, Officer Barbado, we are fortunate to have you as an officer in the Town of Boylston.



Report of the Chief of Police to the Board of Selectmen:

- ***Crime Statistics*** were presented.
- ***Chief's schedule:***
 - Mar 12 Attended FinCom Meeting at the Town Hall
 - Mar 14 10:00 AM student walk out at TRMHS
 - Mar 14 Student self-defense class at TRMHS
 - Mar 21 BBRSD Crisis Action Team Meeting at Berlin PD
 - Mar 23 Taser Certification in Kennebunkport, ME
 - Mar 23 Clinton District Court Ticket Hearings
 - Mar 27 Executive Assistant attended Customer Service Excellence Training
 - Mar 27 FedEx Closeout meeting at Town Hall
 - Mar 29 Conducted funeral crossing to Scar Hill Road
 - Apr 4 Chief In Service Training – Defensive Tactics, Grafton PD
 - Apr 10 Clinton District Court Ticket Hearings
 - Apr 11 Sgt. Thomas and Chief will attend Chief's Trade Show in Marlborough, MA
 - Apr 20 Clinton District Court Ticket Hearings
 - Apr 21 Town Wide Cleanup
 - Apr 22 Town Wide Cleanup
 - Apr 22 Congregational Church Public Safety Recognition Church Service
 - Apr 26 Officer Annunziata will begin LEAD Training at TRMHS (Law Enforcement Against Drugs)
 - May 7 Town Meeting
 - May 10 Range Qualifications
 - May 14 Town Elections
 - May 16 Officer Annunziata will talk at TRMHS about Social Media issues
 - May 18 Clinton District Court Ticket Hearings
 - May 20 -26 Chief on Personal Leave
 - May 22 Sargent Thomas attends LTC Training in Marlborough

New Officer Johnson is working out extremely well, the Chief is very pleased.

Parks and Recreation Board: Bonnie introduced Rich Lamoury to the Board. They have come in to discuss the Article on the warrant for the improvements at the Center Courts. She has brought in a rendering provided by the BSC Group. In November of last year, P&R held a day where residents were asked to come and brainstorm with them to gather ideas on what they would like to see offered at the Manor Fields and the

Center Courts in town. After gathering their information they have decided to focus on the Center Courts in town and are asking for \$50,000 in an Article at ATM to kick off their initial phase of the project. They also have private donations coming in as well. Their plan includes replacing the fence along the roadway, making the entrance/exit in one area only and creating a picnic area on the on the other end, making the entire area ADA accessible, adding Bocce Courts, Horseshoe Pits, Gaga Pits, resurfacing the Basketball Courts and installing new nets. They would also like to fence off the back area to create a dog park. The swing set also needs to be replaced. There are trees that may have been effected by the beetles, but either way they need to be removed. Jamie asked what the \$50K would be used for right off the bat. Bonnie said primarily for fencing along the roadside. Kevin said the project is going to be phased in, Marty asked over how many years? Bonnie recognized that this is going to be an ongoing project, phasing it in over multiple years. Discussion ensued on the best approach to acquire funding to improve the parks. Marty suggested that P&R reach out to Alyssa Ring at Harold Naughton's office to see if they can include funding for the project in their budget request for next year. Finance Committee will give a recommendation at Town Meeting whether they will/will not recommend approval.

Finance Committee Budget/Warrant review for ATM: Marty made FinCom aware that the Building Inspector's salary/wages line needed to be increased to \$47,000. He is increasing his hours in town to a minimum 20 hours a week, will be having office hours two days a week, and doing his inspections as well. The Planning Board has been using Graves Engineering to do inspections and that will not be needed going forward as the Building Inspector can do those inspections which will result in a cost savings to the town and benefits developers in town as well. The BOS still feels that this is a great benefit for the community and this move will enable us to retain key personnel.

FinCom had received revised figures from the school department. They did lower some at the elementary school and some at the region. The bonding ended up being better than they were initially projecting. The town is going to be going up 5.1%, not calculating in the increase that was just relayed. The schools will be going up 9.5%. That is before being offset by new sources of revenue. There is about \$300K in new growth, \$108K in Chapter 70 increase, FedEx will be coming in at about \$535K, because they will not be fully functional for the entire year. So that means that the amount of the increase is roughly around \$181K. The Fuller Foundation Grant has come to an end so that is affecting revenue as well, bring the amount for new taxation to roughly \$280K. Doing the math, it brings the taxes for FY19 increasing by \$0.39 which is a 2% increase. Marty stressed we need to be careful telling departments that things will be better next year, which leads departments to plan on larger expenses for the following fiscal. The FinCom chairs suggests that the BOS votes to approve the budget.

Review of the warrant included a review of the new Article 11 due to the Modernization Act. David noted that the elementary school revolving funds are not noted in our town warrant. Marty noted they have never given the town that information. Town Counsel explained that there are many statutes on the books that allow schools to create and maintain their own revolving accounts that do not need to be voted on by the town. The COA van has a new revolving account being established this year. There has been a 2.5% COLA increase to all employees. Explanation of the Articles was presented by Martin. The BOS and FinCom worked to reconcile the Articles and Free Cash requests to make sure everything was the same. The Administrator and FinCom will make sure that all the Free Cash Articles are the same as FinCom has on their spreadsheet and Fin Com will also send over the finalized budget to April Steward for the printing of the warrant.

Report of the Town Administrator to the Board of Selectmen:

- ***Town Warrant Prep:*** We have spent considerable time putting the final touches on the warrant for town meeting. The final warrant has or will be approved tonight. April will be sending it to the printer in the next day or 2, we expect to have it back by 4/19 and in the mail to residents the week of 4/23. It is required that they have it by the 28th.
- ***ARCO Meeting:*** We had a meeting with ARCO, the contractor of the FedEx Project, to discuss close out procedures and Certificate of Occupancy requirements. Present at the meeting were; Nathan Morris, and John Fontaine from ARCO; Police Chief Sahagian, Fire Chief Flanagan, Planning Board member Manter,

Building Inspector Zahariadis, April and myself from the town. ARCO is hoping to be wrapped up and to turn the building over to FedEx by May 1st.

- **Community Compact Program:** In your packet is a letter from Lt. Governor Polito applauding the town for taking part in the Community Compact Program.
- **MPTC Lease Agreement:** The Lease Agreement with the Police Academy expires in June. I have been in contact with Dave Devine from DCAM regarding an extension. I told Dave I was concerned about the infrequency of classes in Boylston. I expressed our desire to do a 2-year agreement with at least a small bump in rent. He will be getting back to me shortly.

Red Knights Land Transfer: Mike May made a motion to accept the additional language added to the bill for the Red Knights Land Transfer and to authorize the Chair to sign; Jamie Underwood seconded; voted all in favor.

Mike May made a motion to approve the warrant with the addition of adding an article for a new voting machine with an amount not to exceed \$5,200.00; Jamie Underwood seconded; voted all in favor.

Jamie Underwood made a motion for the board's intention to lay out the way for Pine Hill Drive and to refer the layout plan to the Planning Board for recommendation; Mike May seconded; voted all in favor.

Mike May made a motion for the board's intention to lay out the way for Nature View Way and to refer the layout plan to the Planning Board for recommendation; Jamie Underwood seconded; voted all in favor.

Selectmen's Meeting Minutes: The minutes of March 12 were presented for approval. *Jamie Underwood motioned to accept the meeting minutes as written; Michael May seconded; voted all in favor*

At 8:34 PM Mike May motioned to adjourn; Jamie Underwood seconded; voted all in favor.

The meeting was adjourned at 8:34 PM.

Respectfully submitted,
April C. Steward, Assistant to the Board of Selectmen

Meeting Materials

Agenda	On file in Board of Selectmen's Office
Meeting Sign-In Sheet	On file in Board of Selectmen's Office
TA Report	On file in Board of Selectmen's Office
Building Superintendent Report	On file in Board of Selectmen's Office
Crime Statistics	On file in Board of Selectmen's Office
Town Warrant Draft	On file in Board of Selectmen's Office