



Board of Selectmen

Date of Meeting: Monday, July 15th, 2019
Time: 6:30 PM – 7:22 PM
Members Present: Chair Jim Wood; Selectmen Matt Mecum and Jamie Underwood; April Steward, Town Administrator; and Alison Mack, Administrative Assistant to the Board

The meeting commenced at 6:30 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

Selectmen's Meeting Minutes: The minutes of 6/24/19 were presented.

Jamie Underwood made a motion to approve the meeting minutes for 6/24/19 as written. Matt Mecum seconded. Voted all in favor.

Reports: Town Administrator, Chief of Police, Fire Chief, Building Inspector and Highway Superintendent

Town Administrators Report:

1. I have two disclosures included in your packet. Since my appointment, and the appointment of town counsel there has been a new member elected to the Board of Selectmen. The newly elected member is the President of a company known as Crest Technologies, located in Sterling, MA. My son is a seasonal/summer employee of Crest Technologies and he has been in the past. I have no other relationship with the company, nor am I aware of any matters or business that Crest Technologies has with the Town of Boylston. Town Counsel is a partner at Mirick O'Connell in Worcester, MA and his practice primarily involves municipal law and land use law. Crest Technologies is a client of the same firm primarily related to corporate matters. Attorney Madaus has not been engaged in any work for Crest Technologies. These disclosures are being filed to prevent or avoid any appearance of a conflict of interest.
2. I have included in your packet a map showing the remaining two lots after the completion of the Rte. 140/Cross Street project. If we are going to consider opening up these two parcels for sale, we would need to bring that idea before town meeting for approval.
3. Last month I had asked the board for input on a Social Media Policy and a handbook for boards and committees. If it is OK with the board, I would like to have these two policies accepted by the Board of Selectmen and have these both be ready for distribution to the different departments within the town.

Jamie Underwood made a motion to approve the Social Media Policy for the Town of Boylston effective 7/15/19 with the revisions as discussed. Matt Mecum seconded. Voted all in favor.

Matt Mecum made a motion to approve the Boards and Committee Handbook presented 7/15/19, Jamie Underwood seconded. Voted all in favor.

4. Last week I attended training to be recertified for my procurement license. I received confirmation from the Inspector General's office today that I have passed the examination.
5. Our Facilities Technician has been busy working on projects around town. The Town House renovation is nearing completion and the air conditioning units should be able to be used within the next week or two. The insulation project over at 215 Main Street is in full swing and the windows have been ordered and should be delivered within the next month. There has also been an issue with the heating/cooling systems at the Old Town Hall and Bob has been involved with trying to fix the issues over there as well. There have been many ideas on how to temporarily fix the issue, but it looks like we may have to replace the system before the weather begins to get cold. Right now we are trying to look at all of our options.
6. We have received an invoice to install fencing along the newly acquired parcel of land behind 595 Main Street. The installation should be started sometime in the first week or two of August.
7. Bid opening – Wed, 17th – 9:30am – Cross Street and Mile Hill Road paving Contract trying to get this completed in September/October this fall.

Red Knights Land Swap

Jamie Underwood made a motion to appoint the Chair to sign the deed incoming for the parcel of land next to the Town House and the deed outgoing to the Red Knights. Matt Mecum seconded.

Report of the Police Chief to the Board of Selectman:

Crime Statistics were presented.

Chief's Schedule:

- Turned in Car 5 this month and got the new Car 5 back; has been on the road since Friday
 - The Chief asked the board to take a look at the mileages of each vehicle because there are two vehicles with 80,000+ miles on them.
- Jun 3rd – PVA was recalibrated and recertified
- June 3rd – LEAD Class at BES
- June 13th – Ticket Hearings at Clinton District Court
- June 14th – Off for a Wedding in CT.
- June 18th – Earth Removal Board: Requested to review removal route/ advise BOS of change
- June 20th – Weapons qualifications was cancelled due to inclement weather
- June 30th – Attended Pastor Bucannons last service in Town
- July 3rd – Met with LTC about erroneous entry
- July 4th – Holiday; No issues reported
- July 8th – Cruiser: Body damage done in the process
- July 9th – Active Shooter Training at Tahanto
- July 10th – AKUITY Update
- July 12th – Picked up the Cruiser

- July 14th – Speed Trailer was on 140
- July 15th – Speed Trailer was on School street
- July 16th – Interview potential candidate for Dispatcher
- July 18th – interview 2nd potential candidate for Dispatcher
- July 17th – SRO meeting with TA and BOS
- July 18th – Crisis Action Team Meeting at Cyprian Keyes

Building Inspector:

Building, Plumbing and Electric Permits: were put in the BOS folders

Fire Chief:

Chiefs Statistics: were put in the BOS folders

Tahanto Varsity Baseball Team

Jim Woods and the rest of the Board of Selectmen presented the Tahanto Varsity Baseball team with Certificates of Recognition for being a part of the Central MA Section Division 4 Champions. They started March 18th and went through June 22nd; great run!

- Neil Greenwald also received two certificates for his 400+ wins and exceptional coaching over the years

Appointments: Police Department Roster, Fire Department Roster and Highway Department

Matt Mecum made a motion to appoint the full-time employees and the summer help for Boylston Highway Department as written. Jamie seconded. Voted all in favor.

Jamie Underwood made a motion to appoint the Boylston Police Department as written. Matt Mecum seconded. Voted all in favor.

Matt Mecum made a motion to appoint the Boylston Fire Department as written. Jamie Underwood seconded. Voted all in favor.

Appointments: Resident Advisory Board

Matt Mecum mentioned that he would like to keep the seventh member position open; Looking for a Legion member.

Jamie Underwood made a motion to appoint the Resident Advisory Board volunteers as written with the knowledge of one more open space for a member. Matt Mecum seconded. Voted all in favor.

*At 7:22 PM, on a motion made by Selectman Jamie Underwood and seconded by Matt Mecum, the following roll call vote was recorded to go into **EXECUTIVE SESSION** (closed to the public): **Per MGL c.30A, s.21, §3** to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares; Police Union contract and Dispatcher's Union contract (Roll Call Vote).*

James Wood: Yes; James Underwood: Yes. Matt Mecum: Yes The Board agreed they would not reconvene to open session.

The meeting was adjourned at 7:22 PM.

Respectfully submitted,
Alison Mack, Assistant to the Board of Selectmen

Meeting Materials

Agenda	On File in The Board Of Selectmen's Office
Town Administrator's Report	On File in The Board Of Selectmen's Office
Chief Of Police Report and Stats	On File in The Board Of Selectmen's Office
Report of the Highway Superintendent	On File in The Board Of Selectmen's Office
Fire Chiefs Report and Stats	On File in The Board Of Selectmen's Office
Building Inspectors Report and Stats	On File in The Board Of Selectmen's Office
Resident Advisory Board Volunteers	On File in The Board Of Selectmen's Office
BOS Meeting Minutes 06/24/19	On File in The Board Of Selectmen's Office
Boylston PD/FD and Highway Roster	On File in The Board Of Selectmen's Office