



Board of Selectmen

Date of Meeting: Wednesday, June 3rd, 2020
Time: 6:30 PM – 7:18 PM
Members Present: Chair Jim Woods; Selectmen Matt Mecum and Jamie Underwood; April Steward, Town Administrator; Stephen Madaus, Town Counsel, 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.

*Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Boylston Board of Selectmen will be conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings.

The meeting will be livestreamed from the Zoom Application:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86425075586?pwd=bitNVnYxV3RDZUdBemhDbHJIUEpodz>

Password: 457009

Or iPhone one-tap : US: +19294362866,,88262218810# or +13017158592,,88262218810# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 929 436 2866 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 Webinar ID: 882 6221 8810 International numbers available:

<https://us02web.zoom.us/j/kd3rzlidNR>

Confirming Member Access:

April Steward, Town Administrator recited the following:

Members, when I call your name, please respond in the affirmative.

- Jim Wood: Yes
- Jamie Underwood: Yes
- Matthew Mecum: Yes

Staff, when I call your name, please respond in the affirmative.

- Town Counsel, Stephen Madaus: Yes
- Alison Mack: Yes

Introduction: April Steward started off the meeting by stating the following: Good evening everyone. This Open Meeting of the Board of Selectmen is being conducted remotely consistent

with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible *physical* location. Further, all members of public bodies are allowed and encouraged to participate remotely. The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting. Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will feature public comment.

For this meeting, the Board of Selectmen is convening by video conference via Zoom App as posted on the Town's Website identifying how the public may join. Please note that this meeting is being recorded, and that some attendees are participating by video conference. Accordingly, please be aware that other folks may be able to see you, and that take care not to "screen share" your computer. Anything that you broadcast may be captured by the recording.

Meeting Materials

All supporting materials that have been provided members of this body are available on the Town's website unless otherwise noted. The public is encouraged to follow along using the posted agenda unless The Chair notes otherwise.

Meeting Business Ground Rules (Jim Wood)

We are now turning to the first item on the agenda. Before we do so, permit me to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

- I will introduce each speaker on the agenda. After they conclude their remarks, the Chair will go down the line of Members, inviting each by name to provide any comment, questions, or motions. Please hold until your name is called. Further,
 - Please remember to mute your phone or computer when you are not speaking;
 - Please remember to speak clearly and in a way that helps generate accurate minutes
- For any response, please wait until the Chair yields the floor to you and state your name before speaking.
- If members wish to engage in colloquy with other members, please do so through the Chair, taking care to identify yourself.

For Items with Public Comment:

After members have spoken, the Chair will afford public comment as follows:

- The Chair will first ask members of the public who wish to speak to identify their names and addresses only;
- Once the Chair has a list of all public commentators, I will call on each by name and afford 3 minutes for any comments.
- Finally, each vote taken in this meeting will be conducted by roll call vote.

Selectmen's Meeting Minutes: The minutes of 05/18/2020 were presented.

Matt Mecum made a motion to approve the meeting minutes for 5/18/20. Jamie Underwood seconded. Voted all in favor. Roll call vote: Jamie: Yes, Matt: Yes and Jim: Yes.

Town Administrators Report:

1. Annual Town Meeting Packet: Plans for safer Town Meeting and Annual Election were discussed; location, set up, sounds system, etc.
2. Outdoor Dining Areas: Guidelines and Documents for extension of premises for outdoor dining

Jamie Underwood made a motion to adopt the Boylston Outdoor dining and alcohol provisions based on the information from the Governor and our Town Administrator have set forth for guidelines, Matt Mecum seconded. Voted all in favor. Roll call vote: Jamie: Yes, Matt: Yes, Jim: Yes.

Matt Mecum made a motion to approve the application of Shaunessey Family Enterprises to alter the premises based on the plan presented this evening and authorize the Town Administrator to complete all paperwork necessary for the approval , Jamie Underwood seconded. Voted all in favor. Roll call vote: Jamie: Yes, Jim: Yes and Matt: Yes.

3. Interim Police Chief Timeline: The Special Legislation we have in the house has a hearing on June 4th, but still has to work its way through the House and Senate by the end of the month. April proposed a timeline for an interim Police Chief and mentioned that the board could select an applicant as the Interim Police Chief effective July 1st, 2020; taking the steps so that we have an Interim Police Chief to make sure the Town is covered in case it does not go through. Jamie gave an update regarding the current Police Chiefs legislation and asked what the timeline is for the paperwork for the Interim Police Chief. April stated that she wants to send them out tomorrow evening and give them until Friday the 12th to submit them to her office. She can then give them to the Board to review over the weekend and decide at the meeting prior to Annual Town Meeting.

4. Memorial Day: Would like to thank Rudy L for organizing the Memorial Day Car Cruise, Warren Leach for organizing the Memorial on the Common, The Fire Association for organizing their ceremony and recognizing emergency personal and Kendall Downing for playing Taps at both events.

Year End Transfers:

April listed off the year end transfers (can be found in the Board of Selectmen's Office).

Jamie Underwood made a motion to approve the year end transfers as listed and presented to the Board of Selectmen, Matt Mecum seconded. Voted all in favor. Roll call vote, Matt: yes, Jim: yes and Jamie: Yes.

FY21 Appointments:

Matt Mecum made a motion to approve the FY21 appointments as listed in the document given to BOS, Jamie Underwood seconded, Voted all in favor. Roll call vote: Matt: Yes, Jamie: Yes, Jim: Yes.

COVID-19 Essential Service:

Matt Mecum made a motion to designate the Town Clerks Office, Treasurer Collectors Office, Assessors Department, Building Department and Board of Health Office as a COVID-19 essential service, Jamie Underwood seconded. Voted all in favor. Roll call vote, Jamie: Yes, Matt: Yes, and Jim: Yes.

Keep Boylston Beautiful: Spring Town Wide Clean Up:

Jamie Underwood made a motion to allow Keep Boylston Beautiful to utilize the area around the football field at the Highway Department for their town wide clean up June 6th and 7th, Matt Mecum seconded. Voted all in favor. Roll call vote: Jim: yes, Matt: Yes and Jamie: Yes.

At 7:18 PM Matt Mecum made a motion to adjourn, Jamie Underwood seconded. Voted all in favor. Roll call Vote: Jamie: Yes, Matt: Yes, Jim: Yes.

Respectfully submitted,

Alison Mack, Assistant to the Board of Selectmen

Meeting Materials

Agenda
Town Administrator's Report
Year End Transfers
FY21 Appointments

On File in The Board Of Selectmen's Office
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