



Board of Selectmen

Date of Meeting: Monday, November 22nd, 2021
Time: 6:30 PM – 8:36 PM
Members Present: Chair Matt Mecum; Selectmen Jamie Underwood and Seth Ridinger;
April Steward, Town Administrator, Town Counsel Stephen Madaus, 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.

Discussion with HRP on Gough House:

Nel Lazour from the Hillside Restoration Project mentioned that HRP came to speak with the Board of Selectmen regarding the letter that they sent out to them at the beginning of October as well as where HRP stands right now. The Architectural Heritage Foundation did a study and recommended that HRP stop the small projects on the Gough House. As a board, HRP got together and discussed where they are in the process and the relationship they have with the town. Nel asked if it was possible to temporarily discontinue the lease agreement between the town and HRP because the lease puts responsibility on HRP regarding the house, liability insurance. She explained that because they are not doing any restoration projects at this time, they would like to look at the lease agreement again and determine where they are going from there.

Withdrawing from the lease would mean that the town would then take on some expenses such as heating the building. Nel also suggested a fire alarm system for the house to protect the restoration that has already been done. Jamie stated that the outside perspective to residents will look like they are dumping the lease. Nel stated that they do not want to pull away from this project and is here to discuss the public private partnership between the town and HRP. It was recommended that a long-range master plan be put together in order for HRP to be sustainable. Matt stated that he believes the project needs some type of plan to be able to move forward and agrees with Jamie that to break the lease, optics wise, would not be good. Matt suggested that the town and HRP renegotiate the lease at some point. He added that every project in town needs a champion and someone to stand up at Town Meeting and speak to this. Nel stated that from HRP's end, 15 years ago, they needed the lease to raise money and do the restorations. Now it's a larger question about use. They need to nail down that relationship with the town because they can't do it alone. If they do not work together, then nothing is going to move forward. Matt stated he agrees but does not believe that breaking the lease is the answer. It's not the Board's buy in, it's the town's buy in. Nel stated that the AHF recommended that they come together as a community to develop a plan. Seth stated that doing some sort of separate master plan is a great idea and continued to discuss Nel's concerns regarding the lease. Nel stated that HRP must take

liability insurance out when they have a lease to protect themselves and they have not been doing anything for a few years and carrying this insurance gets more and more expensive. Jamie stated that the lease is the conduit to do whatever they want to do there and if they walk away from that, the optics are going to be bad. Jamie suggested seeing what the master plan for Hillside would cost and roll that all into town meeting and ask for a couple items or even a portion of what the master plan would cost. April added that the pandemic is something that has impacted HRP in the past few years. Nel agreed and added that you can't keep raising private dollars from people without a clear goal. At the end of the day, we need to come up with a clear plan. Matt ended the conversation by stating that a long-term plan is the next major step for the project. Nel stated that she likes the idea of using the next Annual Town Meeting as a step towards funding, providing residents information, and discussing the next steps but needs the Board of Selectmen to back them on this. She is looking into the Community Preservation Act as well and will be providing the Board with some more information on that at a future date.

Review/Approve BOS Meeting Schedule – January through March 2022:

Seth Ridinger made a motion to approve the BoS Meeting Schedule from January through March 2022 as presented to the Board, Jamie Underwood seconded. Voted all in favor.

Review/Approve the 2022 Holiday Schedule:

Jamie Underwood made a motion to approve the 2022 Holiday Schedule, Seth Ridinger seconded. Voted all in favor.

Review/Sign 2022 Alcohol License Renewals:

Jamie Underwood made a motion to accept and sign the 2022 Alcohol License Renewals, Seth Ridinger seconded. Voted all in favor.

Town Planner Report/SMART Goals to BoS:

Paul mentioned that he had spoken with Nel previously regarding steps that she can take to move forward with the Gough House. He added that he believes there will eventually be a master plan for hillside which will determine a vision for the property and the house.

SMART Goals: Paul provided the Board of Selectmen with three goals that he plans on working towards in 2022. On File in The Board of Selectmen's Office.

1. Streamline and Update Planning Board Procedures and Operations
2. Implement priority LRRP and Master Plan projects
3. Lead MVP Designation/Prioritization Process

Matt stated that Paul's goals were great, and Jamie stated that they are measurable and achievable. The Board thanked Paul for his time and wished him a Happy Thanksgiving.

Building Inspectors Report/Smart Goals to BoS:

Tony suggested taking the football field on Route 140, moving it up to hillside complex and land lease it and take the money from that and use it for things the Town needs. The Board joked and asked for it to be on record that Tony stated this and not the board. Seth mentioned that he was specifically told not to mess with football when he was running for the role.

SMART Goals: Tony provided the Board of Selectmen with two goals that he plans on working towards in 2022. On File in The Board of Selectmen's Office.

1. Continue to modernize the interaction with contractor and residents when dealing with the building department. Modernizing the interaction with the other departments. (BOH, Fire, Treasurer/Collector, Planning and ConCom.)
2. Create a street grid data base that every department can enter their own data in one central location.

Seth asked Tony if he would be interested in any type of professional development considering the rapidly changing nature of Boylston. Tony responded that there is a lot and that he does it as much as he can. As a building official, he has been the Board Director for many boards in the state and is a member of many associations. Seth asked if it would be reasonable to set any of that professional development as a goal. Tony stated that he goes above and beyond most people in the building inspector's field. Tony mentioned that there are a lot of things that he does that he doesn't talk about. Matt stated that he should bring it up when he comes to the reports so that the board is aware of it as well as the residents in town. Seth suggested putting them as goals since he can clearly achieve it.

Town Administrator's Report/Smart Goals to the Board of Selectmen:

1. *Konica Printer:* The large capacity printer in the mailroom has been out of service since last week. One of the boards is no longer working in the machine and due to supply chain issues, they have been experiencing long wait times for Konica Minolta parts, like several months. We purchased the printer used five years ago from Expert Laser. Expert Laser has since been bought out by Automated Business Solutions and they no longer support Konica Minolta printers. WE may be looking at purchasing or leasing another machine. I will be looking into multiple vendors.
 - a. Seth asked what the price tag would be. April stated that the used printer they purchased previously was \$4,500. Newer ones would most likely be around \$12,000. She stated that they will look into leasing information.
2. *Commonwealth Charitable Fund Grant Received:* I received a letter today from Lane, Greene, Murtha & Edwards letting me know that the Boylston Council on Aging has been selected to receive a \$2,500.00 grant from a giving fund established by the late Dr. Lillian A. Luksis to benefit the Boylston COA. I am much appreciative of this gift and will be passing along the good news to the COA.
 - a. We had two people interested in the position. One person pulled her application as she was looking to work between two towns. They will be interviewing the other person this week.
3. *Straw Hollow Engine Works:* The engine club sent in a letter thanking the town for allowing them to hold their engine show on the field uphill from Town Hall. They are requesting permission from the town to hold the event in 2022 on August 13th and August 14th at the same location.
 - a. The board did not see an issue with these dates.
4. *NSTAR Notice of Filing and Public Hearing:* I have included in your packet a notice received from the Department of Utilities. The letter gives the zoom information for a

public hearing to be held on December 1st and December 2nd. They will be discussing the Green Communities Act and the companies three year proposed plan.

SMART Goals: April provided the Board of Selectmen with three goals that he plans on working towards in 2022. On File in The Board of Selectmen's Office.

1. Finish up bachelor's degree before 12/31/2022
2. Communication
3. Personal Development

Fire Chiefs Report/Smart Goals to the BoS:

Joe updated the Board that they have prepaid for tests through cares act money. They are still supporting the regional clinics to help vaccinate and Joe has taken part in a couple of them. Joe was appointed as the Boylston representative to the Greater Burroughs Public Health Consortium and attended a meeting this past week and discussed a second regional grant for \$160,000 to do contact tracing. The grant will hire two additional nurses and one other epidemiologist for the region. Matt thanked Joe for everything that he has been taking on and the value that he is bringing to Boylston. There are discussions occurring regarding how to get reimbursed for the regional clinics through FEMA and are still waiting on directions through them on how to do so.

Grants:

1. Applied for a \$12,5000 – SCPA cylinders will be out of date soon
2. Filed through FEMA – Assistance to firefighter's grant act to replace all SCPA ensembles - \$213,262.00 with a 5% town match would be \$10,663
 - a. Over the 10 months since he has quoted this last the pricing has gone up around \$20,000
 - b. Matt asked if there were a lead time on this and Joe responded about 6 weeks.

Joe stated that they have done about 250+ tests so far. Matt thanked Joe and his team for all their work regarding the testing. Joe stated they certainly don't mind doing it when staff is there, however there have been sometimes when they fire department has an emergency and needs to leave and some people don't seem to understand that. Seth asked if Joe finds that most people who are using the tests are more symptomatic or more as preventative. Joes stated that most of them are post close contact.

SMART Goals: Joe provided the Board of Selectmen with three goals that he plans on working towards in 2022. On File in The Board of Selectmen's Office.

1. Do a better job at marketing the fire department to the Board of Selectmen, Finance Committee, and community at large.
2. Set clear expectations for the current full-time employees to clearly define their roles and responsibilities on a day-to-day basis.
3. Develop a more sustainable staffing model to ensure that the safety of our community members is met.

Matt suggested setting up a dropbox for the Board so that all meeting materials are online instead of printing out all the paperwork. Both Seth and Jamie agreed it was a good idea. Seth asked to still receive emails.

Matt mentioned that earlier in the year they had a huge gap in our data with our seniors and discussed a project on closing that gap. The Tahanto Leos club which is a junior Lions Club is willing to help with that. It's going to be quite a bit of work and Matt will be willing to work with them on that and get the project off the ground. We can start with getting the census data from Dawn and going from there.

Matt mentioned that we have a lot of groups in town and are mostly all volunteers. He finds it a little backwards that they can have an event as a fundraiser, and they must pay the town for a detail or something along those lines. He knows that people who do details need to get paid but believes we should be looking at budgets here to cover those costs. It seems backwards that a group is going to raise \$5,000 and pay \$1,500 towards a detail. We need to look at how we can cover that. Seth stated that he believes we can explore that. Jamie agreed and believed that it would have to come to a vote of the Selectmen to come out of their budget or set up a certain line item to take it out of. Jamie also mentioned that we do not want someone from out of town taking advantage of this and Matt agreed and stated that there would need to be some parameters. April stated that it is an awesome idea but her and Stephen would need to look into if you can spend public funds on private interest. Stephen stated that he doesn't know how you would start that and say no to some organization that you are not anticipating. Matt stated that is where you would need to set parameters. Stephen stated he will look into it and the Board asked for it to be discussed at an upcoming meeting.

At 8:36 PM, on a motion made by Seth Ridinger, the following roll call vote was recorded to go into EXECUTIVE SESSION (closed to the public)

Purpose 1: Per MGL c.30A, §21(a) (3): To discuss strategy with respect to collective bargaining – *Boylston Professional Firefighters IAFF Local 5324*, if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.

Purpose 2: Per MGL c.30A, §21, (2): *to discuss strategy with respect to negotiations with nonunion personnel – Police Chief's contract*

Purpose 3: Per MGL c.30A, §21, (2): *to discuss strategy with respect to negotiations with nonunion personnel – Building Inspector's contract*

The Board will not return to open session. *Jamie Underwood seconded.*

Respectfully submitted,

Alison Mack, Assistant to the Board of Selectmen

Meeting Materials

Agenda	On File in The Board of Selectmen's Office
BoS 2022 Meeting Schedule	On File in The Board of Selectmen's Office
Fire Chief Report to BoS	On File in The Board of Selectmen's Office
Building Inspectors Report to BoS	On File in The Board of Selectmen's Office
Town Administrators Report to BoS	On File in The Board of Selectmen's Office
Fire Chief Smart Goals	On File in The Board of Selectmen's Office
Building Inspector Smart Goals	On File in The Board of Selectmen's Office
Town Planner Smart Goals	On File in The Board of Selectmen's Office