



## Board of Selectmen

Date of Meeting: Monday, December 05, 2016  
Location: Town Hall, 221 Main Street  
Time: 6:00 PM – 7:49 PM  
Members Present: Chairman James Wood; Michael May; James Underwood; Marty McNamara, Town Administrator; April C. Steward, Administrative Assistant to the Board

The meeting commenced at 6:00 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

**Selectmen's Meeting Minutes:** The minutes of November 7<sup>th</sup>, and November 14<sup>th</sup> were presented for approval. *Jamie Underwood motioned to accept the meeting minutes; Michael May seconded; voted all in favor*

### **Report of the Town Administrator to the Board of Selectmen:**

- ***Highway Department New Building:*** Highway Department is now operating out of the new building. Anticipated balance of \$70K to \$80K with almost every invoice being received. There was a settlement agreed on for a \$10K reduction in the cost of the salt shed due to receiving a white cover versus the grey cover that was ordered. We agreed to keep the white in exchange for the cost reduction.

Now that the Hwy Dept. is out of the Town House we need to give some thought to the operation of the building. There are issues of scheduling, maintenance, and the continuation of the upgrades that have been started there. We have heard from the Council on Aging, and the Parks and Recreation Department, both of which are looking for expanded roles there. The utilities budget has been transferred to the Fire Department and we have been looking to install some sort of elevator. I do think however that some decisions need to be made with respect to who is actually in charge of the building. The BOS decided that Bob Bourassa would expand his responsibilities as Facilities Technician to include the Town House building and that April Steward would now be in charge of scheduling events at the Town House. Martin McNamara proposed to increase April Steward's salary by \$1,500.00 because her hiring salary was significantly lower than the salary that was previously being paid, and that she has been able to pick up the role quickly, coupled with the additional job responsibilities of picking up the Selectmen's clerk position and now handling the scheduling at the Town House. *Jamie Underwood motioned to increase Administrative Assistant to the BOS salary by \$1,500.00 effective January 1, 2017 and the additional responsibility of scheduling events at the Town House; Michael May seconded; voted all in favor.* BOS also discussed the possibility of procuring 3 acres of land behind the salt shed if it was to become available. Discussion ensued about if there really is a possibility to purchase any land there, Jim Wood will get in touch with the owner of the property to see if he is interested in splitting his parcel and selling the back 3 acres to the town.

- ***Secretary Jay Ash:*** As a result of our visit from Lt. Governor Polito a few weeks ago, Housing & Economic Development Secretary, Jay Ash along with Representative Hank Naughton, Senator Harriet Chandler, and MassDOT District Manager Jonathon Gulliver met here at the Town Hall with myself and Selectmen May, and the Attorney from Scannell Development to discuss the FedEx Project. Sec. Ash was very impressed with the project and asked what the state could do to assist with us. The discussion then centered on additional studies of Rt. 140 and how traffic issues along the road could be eased. We do expect to have more discussion and assistance from MassDOT and other state agencies. Mike May brought up different ideas in how the town, state, and town of Shrewsbury may make arrangements to help alleviate Rt. 140 traffic issues.

- **Union Negotiations:** On Friday we held our second negotiating session with the union representing the highway employees. The first two sessions with the union were basically setting ground rules for future sessions. We did exchange some proposals with others to be exchanged at our next meeting on 12/14/16.
- **Compass Pointe:** We have received several calls from residents in the Compass Pointe area asking a number of questions about the bonds that were called, when we would be doing the work, isn't there something that we can do to fix issues now, can we fix the storm water drain in front of #9 and #11 Compass Circle etc., etc.. We have been informing them that we can't expend any of those funds until after the Town Meeting authorizes us to do so.

The question has come up again regarding the plowing and sanding of the roadway. It is my understanding that the current developer will not be plowing this year and that the residents are asking what we plan to do. Late last winter, the board decided that because of safety issues the highway department would plow and sand the road. I just want to have the matter resolved prior to a storm. The BOS stated that since they took the bond, they would take ownership of those roads.

- **Tax Rate:** The tax rate was certified by the state last Thursday, and there should be no problems getting tax bills out on time.
- **Budgets:** A Budget Message and Budget Packets are expected to go out to the Department Heads this week. I am expecting them back to my office by January 5<sup>th</sup>. The Finance Committee will begin their budget work shortly after that.
- **Library:** We are expecting that the Library may need to be here at the Town Hall longer than expected. Word is that it could be as late as April or May before they are ready to move to the newly renovated Library Building. That has certainly not been verified yet, it is simply talk at this point.
- **Holidays:** I also want to let the board know that Christmas and New Year's fall on Sundays this year and the Town Hall will be closed on Monday, December 26<sup>th</sup> and Monday, January 2<sup>nd</sup> in observance of those holidays.
- Draft of Budget message sent to department heads presented to BOS. Tentative schedule of department meetings also presented. Just a note that May 1<sup>st</sup> will be Annual Town Meeting and May 8<sup>th</sup> will be Town Election.

**Appointment to Council on Aging Outreach Worker:** Judith White

Dennis Goguen recommends to appoint Judith White to the interim Outreach Worker position for the Council on Aging at 20 hours per week. Mike May motioned to approve the appointments. Jamie Underwood seconded the motion; voted all in favor

**The Gough House** Hillside Restoration Project Vision & Strategy for the John B. Gough House

Presentation was distributed. History of the house and vision for 2017 was discussed. \$1.5M of privately raised funds have been spent so far on the property.

2020 Campaign was discussed. HRP looks at the property as a community asset for all residents. They envision the property being used for educational tours and presentations, social functions & gatherings, special events and to be used as a meeting and conference facility upon restoration. Larger town wide participation is desperately needed, solid fund raising needs to be established and the town and HRP needs to have a shared vision. An anchor tenant would be ideal. Next step strategies were discussed. BOS gave HRP some suggestions on how to approach gaining funds to achieve their desired goals.

**2017 License Renewals:**

*Michael May motioned to approve all licenses for 2017 as presented to the Board. Jamie Underwood seconded; voted all in favor. All licenses were signed by each member of the Board except Anytime Fitness*

Mike May would like to invite in the 2016 West Boylston Lions Football team in for congratulations on the achievement of winning the 2016 Central MA Championship Title. April Steward will look into inviting them to an upcoming BOS meeting.

*At 7:49 PM Jamie Underwood motioned to adjourn; Jim Wood seconded; voted all in favor.*

The meeting was adjourned at 7:49 PM.

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