



Board of Selectmen

Date of Meeting: Monday, January 9, 2017
Location: Town Hall, 221 Main Street
Time: 6:30 PM – 8:31 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 6:30 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

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

- ***Crime Statistics*** were presented.
 - Arrests 2015 38 vs. 2016 87
 - Criminal complaints 2015 64 vs 2016 140
- ***Chief's schedule:***
 - Nov 9 Juvenile Court Hearing in Worcester
 - Nov 14 Lt. Governor Polito meeting at Town Hall
 - Nov 16 Tower Hill staff meeting
 - Nov 16 BOS town meeting
 - Nov PD Assistant attended new public records law class in Gardner, MA
 - Nov 21 TRMHS meeting scheduled evacuation drill
 - Dec 8 Recalls on two cruisers
 - Dec 7 Built new cruiser for July 1, 2017 delivery
 - Dec 13 Met with resident on LTC issue
 - Dec 15 96C was rear ended at Mile Hill Rd. and Rt. 70 intersection. No PI, \$3400 in damages. In for repairs on Jan 16, 2017
 - Dec 16 Ticket Hearings at Clinton District Court
 - Dec 20-22 Dust & Bust class attended by Detective Parker
 - Dec 22 Afternoon dispatcher submitted her resignation effective Jan 6, 2017
 - Dec 23-28 Chief Sahagian in Florida visiting family
 - Jan 5 New Union Rep stopped in and met with one of the dispatchers
 - Jan 5 First use of Taser in line of duty
 - Jan 6 Resident interested in teaching Yoga to the PD. Chief suggested that he speak with Parks and Recreation and/or TA Assistant to avoid any conflicts of interest.
 - Jan 9 Case postponed to Feb 10
 - Jan 13 COPsync, Inc. meeting with Superintendent

Signage updates on Green and Warren Street have been warmly received by residents.
Mile Hill and Reservoir traffic is being monitored for speeding due to residents requests

Jamie Underwood inquired what merits an establishment that has a liquor license to have to obtain a police detail for an event. Chief Sahagian replied that per the liquor license a police detail is required for events held who have over 150 people attending that event. Anything under 150 people is by the establishment's discretion.

Michael May requested a report detailing the location on MVAs in town for the 2016 calendar year. Also wanted to know if there were any programs in place for PD when they are faced with traumatic events in the line of duty. Chief Sahagian replied in the affirmative.

Report of the Building Inspector to the Board of Selectmen:

- *Schedule of Permit Fees* were presented.
- 2 additional single family permits have been issued. One more will be coming in January.
- Mike May inquired about solar panel installations. Jamie Underwood believes that we have met the cap for the allowable amount of solar panel installations for the town.
- In the building code it states that any event that has over 100 people in attendance must have a crowd control manager on the premises. Crowd Control Managers need to be certified through the State Fire Marshall's office.

Report of the Fire Chief to the Board of Selectmen:

- *Call Volume – November 1 to present*
 - EMS – total 82
 - EMS – Advanced Life support 10
 - Fire – Total 12
 - Motor Vehicle Accidents 12
 - Mutual Aid Given 7
- *Calendar Year Statistics*
 - EMS
 - Basic Life Support Calls 329
 - Advanced Life Support Calls 63
 - Motor Vehicle Accidents 41
 - FIRE
 - Alarms 67
 - Fires within a Structure 9
 - Brush Fires 16
 - Other Calls 18
 - Mutual Aid 44
 - INSPECTIONS/PERMITS
 - Plan Review 72
 - Burning Permits 342
 - Compliance Inspections 104
 - Wood Stove Inspections 12
 - Propane Storage Permits 26
 - Oil Tank Installations/Removal 20
 - Oil Burner/Oil Line Inspections 9
 - Tank Truck Inspections 14
 - Liquor License Inspections 5
 - Blasting Permits 2
- *Responses*
 - November and December were busy months for Fire and EMS calls.
 - The FD responded to a room and contents fire on Central St. A charging laptop computer caused a fire that burned a bed and surrounding contents in the home. A 13-year old resident of the home heard a strange noise and discovered the fire and then alerted his family so that they could evacuate the home. The fire was contained to the room of origin. The FD would like to recognize the young man for his quick action in alerting his family to the fire. We would like to have him come into a future BOS meeting for recognition.
 - The Haven Country Club had a fire alarm caused by a sprinkler leak located in the portico section of the building. The dry system in the front of the building charged due to a leak and caused the system to fill with water and freeze. Fortunately, the water damage was localized to the portico

section of the building. FD shut down the sprinkler system before any further damage could occur.

- FD Mutual Aid has been given to Northborough, Shrewsbury, West Boylston, and Worcester. The FD provided station coverage for Northborough while they covered a structure fire last week. The FD also provided mutual aid to Shrewsbury for two MVAs on Rt. 290, along with mutual aid calls to West Boylston and Worcester for EMS coverage
- Maine Drilling and Blasting has taken over blasting operations located behind the Dunkin Donuts property on Shrewsbury St. No complaints have come in since they took over operations from Rock Splitters Inc.

- ***Training***

- Steven Phillips began the Fire Fighter I/II class sponsored by the MA Firefighting Academy on November 5th. The class will run through March of 2017. A new employee, Peter Tuffs, has been enrolled in the next Firefighter I/II class to be held at the MA Firefighting Academy beginning on February 23rd. In addition, three new EMTs have been hired to assist with nightly per diem EMS shifts.
- Chief Flanagan recently attended the National Fire Academy in MD the week of November 27th. The class was titled “Emergency Medical Service Large Scale Incident Operations”. The class provided training on techniques to manage mass casualty incidents; training will be presented to the department and the region within the next two months.
- National Core Competency Requirement class for all EMTs will be held on February 11th and 12th, 2017. FD has contracted with Critical Knowledge Inc. to provide the 20-hour NCCR class which is required training for all EMTs to maintain their EMT certifications. The cost of the class is approximately \$75.00 per student. It is provided by Critical Knowledge Inc. and will be open to all area fire departments.

- ***Grants***

- The FD received notice last week that it has received a FEMA EMPG Grant for the purchase of IamResponding software system and for continued CodeRED emergency notification system. The grant award is \$2,460.00. The IamResponding software allows firefighters and EMTs to use their cell phones to indicate that they are responding to a call; the software also has features where the department can input information so that the personnel can view it in real time, such as pre-plans, hydrant locations, or even work schedules. The system has been in place for about a month now and it is already proving its value.
- Chief Flanagan has applied for the next FEMA Assistance to Firefighters Grant Program for the purchase of a new urban/brush interface fire engine. This new vehicle would replace the two aging military trucks currently in service as forestry apparatus. The new vehicle could also serve as a structural firefighting vehicle as well. The cost for the new vehicle is \$380,000.00; if the grant is awarded, the town would be only responsible for 5% of this amount, or \$18,095.00. The FEMA AFG grants have become very competitive, but given the fact that we would be replacing two aging vehicles with one, gives us a bit of an advantage.

- ***Audit***

- The FD has been requested to submit a copy of FY16 ambulance receipts to the Tax Collector/Treasurer for the town’s annual audit. A copy of these receipts has been included in your packets for your review. A representative from Melanson Health has also contacted the FD directly for a summary of ambulance receipts from FY04 to present. This summary was provided via email. A copy of the summary was also sent to the Tax Collector/Treasurer.

- ***Ambulance Billing Rates***

- Current billing rates have been in place since 2011. Chief Flanagan would like to ask the BOS permission to look into increasing the rates based on evaluating current Medicare rates and comparing the billing rates of area communities. In FY16, \$114,549.14 was taken on as revenue from ambulance receipts; this number represents 48.7% of the total amount billed. Certain insurance policies, including Medicare, have set rates that are paid regardless of the amount billed. Federal law does not allow us to bill the patient for the remaining amount so increasing rates may increase income and offset the other policies that pay less.

- **Community Service**

- Boylston Firefighters Association held their annual Breakfast with Santa on Sunday, December 11th at the Town House. A total of \$1,500.00 was raised and donated to the Worcester EMS Relief Association and St. John's Food Pantry in memory of Worcester EMS Paramedic John Lynch. John Lynch was a great friend to the Fire Department and a pioneer in providing paramedic services not only to the city of Worcester but all of the surrounding communities. John passed away recently from complications from Hepatitis that he contracted while on the job working for Worcester EMS. John's family requested donations be made to these two charities in lieu of flowers. The BFA voted to donate proceeds from the Breakfast with Santa to these two organizations.
- The BFA is also assisting residents with the removal of old Christmas trees from their property. Members of the association began the process last Saturday. Interested residents were asked to contact the association via email or text to make arrangements to have their tree picked up. Discarded trees will be chipped and used as mulch.

Mike May inquired if Chief Flanagan had any plans with the building once the Highway Department vacates their end of it. BFD has funds set aside to procure tools that will be leaving with the Hwy. Dept. and fire apparatus that has been stored in alternative locations around the town will be moved and housed at the FD Headquarters.

Delphic Associates, LLC – Discussion on proposed development located at School St.; Sewall St.; Shrewsbury St.

Paul Cusson Managing member of Delphic Associates
Scott Goddard Developer
Jim Tetreault Engineer

Purpose of the meeting is to inform the BOS and get to know the development, it is informational and what they are proposing is to do the development under MGL 40B as a friendly comprehensive permit, also known as a Local Initiative Program. They have come with a plan for the BOS consideration, and a draft application for comprehensive permit projects. As a friendly project it is done through the zoning board of appeals and usually the BOS does not get involved with the negotiations. Before they can go to the zoning board they need to have site approvals completed in order to have the legal means to appear before the zoning board of appeals. There are two ways to do that. One is through the LIP program which is a program through the Department of Housing and Community Development. The second way is through Mass Housing under the New England Fund. They feel there is an advantage to the town to go through the LIP process to the town and to the developer as well. The goal is to maintain a good relationship with all of the boards. They are proposing a planned unit development. There is a combination of single family units and duplex units with the single family units being closer to School St. and the duplex units being located closer to Rt. 140. Site is just over 57 acres with some wetlands running through it. Soils close to Rt. 140 are fantastic, closer to School St. are average. Everything that has been tested so far is of perkable quality. Lots are just over 100' of frontage and anywhere from ¼ to ½ acre lots, some much larger due to wetlands located on the backside of the lots. Duplex units will be condominium, townhouse style. Single families will have individual septic systems with a primary and a reserve on the lots, duplexes will be served by one common septic system with a flow not to exceed 10K gallons utilizing some of the area of great soil located on the property. They have taken a look at the site and considered the site constraints and try to develop their lots accordingly. A professional traffic study will also be done and reviewed. Delphic Associates has come to the BOS looking for approval to proceed under the LIP Program and wants the BOS to agree to defer all negotiations and permitting to ZBA. If the BOS does not agree, then the development will go through Mass Housing. Delphic Assoc. would prefer to work closely with the town and not take that route. Draft architectural drawings were handed out to the BOS. Jamie Underwood was looking for their time frame. 8-12 weeks for state approval of petition, the application would be sent to ZBA. They have by statute 180 days to make their decision. Sometimes that timeframe gets extended. Shovel in the ground timeframe looks like at least one year, after all appeals and approvals are met. 25% of the houses built would be sold to applicants that meet the lower income housing requirements set by the state. Affordable housing rates are set by region. Boylston falls

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within the Worcester market. Any town that does not have a minimum of 10% of their housing stock as low or moderate income housing, based on the states subsidized housing inventory, is subject to a comprehensive permit being filed. Boylston has less than 1%. Discussion ensued on housing density under special permitting process and the implicit load that amount of septic will put on the soils in that area of town. Mike May is very unhappy with the layout and proposed density of housing that they are looking to develop. He shared concerns that with a community that is struggling with commercial development that this type of development coupled with the density of this project that it would have negative implications to a town that is already 95% residential. He would be OK with 1 acre lots versus the lots that are in the proposal. The developer is looking to build house that are market driven, that people are looking to buy. 25% of these houses are going to be selling from \$185K to \$200K, which is very affordable. The market rate units would be priced below other market rate units. If you lower the density there is no economic incentive for the developer. State statistics are showing an average of 20 plus or minus kids per development similar to this. Mr. Cusson stated that he would estimate no more than 20 elementary school aged students would be added to the BES school system. Why not do a 55+ community? State will not approve a 55+ as a 40B. 55+ communities are not faring well currently throughout the state. It is hard for seniors to qualify, many have too many assets. Discussion ensued on price ranges of the homes and the two building processes the land can be developed.

The developers were asking:

1. Do they come back and have another meeting?
2. Would the BOS like to take a vote and say no and the developer go through the NEF process?

The BOS would like to be able to talk to the school system, other department, and residents before they make any decisions. *Mike May asked if they had any idea how many elementary age students would be added to the school system. The developer estimated less than twenty.* Chairman Wood did not think that was a good estimate. 40B developments overrides all local rules and by-laws, except for Title V requirements and wetland protection requirements.

What would be the benefit of the town to go through the LIP process versus going through MA Housing? The main benefit is that the BOS has control over the process. If something goes bad you can pull your approval. The developer stated he would rather work with the town than lose time and money fighting the town and having to go through appeal processes with the state.

Report of the Highway Superintendent to the Board of Selectmen:

- Continue to monitor beaver activity
- Equipment maintenance and repairs as follows
 - Rollers on sanders (8.4, 8.5)
 - Hydro lines (several trucks)
 - Inspection covers on transmission (8.5)
 - Oil pan (8.4)
 - Tires
 - Oil changes
 - Batteries (8.8)
 - Rewired sidewalk plow
 - Misc. lights
 - Cutting Edges
- Plowed four times
- Sanded streets and roads twelve times
- Plowed the sidewalks in Morningdale, Edgebrook and the center of town
- Set up an area for residents to get sand and salt in front of the Highway building
- Shop organization
- Set up ice skating rink. (Not the right location, area needs to be leveled off for future use)
- Paving at Fire Station and Town House
- Town House

- Heat was repaired in back stairway and old highway office
- Cemetery
 - One full burial (Akerson, Robert)

Report of the Town Administrator to the Board of Selectmen:

- ***Asian Long Horned Beetle Recognition Event:*** Back in December, the Vermont Maple Syrup Association, along with the Vermont Department of Forests, Parks and Recreation held an Asian Long Horned Recognition Event in Worcester. They recognized several of the towns that assisted in the beetle eradication program.

A certificate was given to the citizens of Boylston for their efforts in the program
- ***Town House Committee:*** We currently have two individuals, Steve Mero and Janice Resseguie serving as members to the Town House Committee. Now that we have turned over operation of the building to Bob Bourassa, I would ask the board to appoint Bob Bourassa to that committee as well. *Jamie Underwood motioned to appoint Bob Bourassa to the Town House Committee; Mike May seconded; voted all in favor.*
- ***Mixed Residential Development:*** In your packet is a Concept Plan of Mixed Residential Development in the Sewell St., School St., Shrewsbury St. area. Mr. Scott Gordon will be addressing the board for your thoughts on such a development.
- ***Budget Hearings:*** I am very close to having the binders with the Budget Requests from the department Heads and the various committees and commissions available from the board. They should be ready for the meeting on 1/17. The Finance Committee will be starting their Budget Hearings with the departments on January 30th, and the warrant is scheduled to open on 2/13. The FinCom meeting schedule is in your packet along with a Budget and Town Meeting Calendar.
- ***Highway Department Union:*** We held another negotiation session with the Highway Department Union on Thursday of last week. We have tentatively agreed to several matters, but have a long way to go.
- ***Fire Chief Contract:*** I also want to make the board aware that the Fire Chief's contract expires on June 30th of this year so we need to begin discussions with him soon.
- ***Collins Center at UMass Boston:*** The contract with the Collins Center at UMass Boston for the HR Audit has been signed. We are planning a day when they can come visit and make some arrangements to begin the project.
- ***HR Assistant:*** In addition, I have been reviewing resumes for the HR Assistant position that we advertised. I have done one interview thus far and plan to schedule a few more this week.
- ***Applicant Advisory Committee:*** The Applicant Advisory Committee will meet with representatives from Enterprise Car Rental tomorrow to discuss their interest in a location on Rt. 140

Update to follow after the 2:30 meeting on Monday

- ***Town House Lift:*** I had arranged a meeting with a company called Mobility 101 from Marlborough regarding the installation of a wheelchair lift at the Town House. I wasn't able to attend the meeting because of the emergency Planning Board meeting; so Bob Bourassa and Steve Mero attended. The company will be sending in a quote. Bob and Steve were both very positive after the meeting. Bob has estimated that for somewhere in the neighborhood of \$60K we could have a lift installed. We certainly will need other quotes but, unless the board has other thoughts, it is my intention to have an Article on the Town Meeting Warrant for this project.
- ***Town Parcel of Land:*** Several weeks ago the board was approached by a resident interested in purchasing a parcel of town owned property. The board indicated their willingness to put the property out for sale on an RFP. The individual had indicated that they would pay the cost to have the parcel appraised which I have done. I used the same appraisal company, W. F. Curley, whom has worked for the town in the past. The parcel has been valued at \$92.5K

The next step would be for the individual to submit a citizen's petition for a Town Meeting Article authorizing the board to sell the property. If that were granted, and RFP would go out and anyone interested in the property could submit a proposal.

Selectmen's Meeting Minutes: The minutes of November 16 and December 5 were presented for approval. *Michael May motioned to accept the meeting minutes as written; Jamie Underwood seconded; voted all in favor*

At 8:31 PM Jamie Underwood motioned to adjourn; Mike May seconded; voted all in favor.

The meeting was adjourned at 8:31 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
Police Chief Activity Report	On file in Board of Selectmen's Office
Building Permits	On file in Board of Selectmen's Office
FD Ambulance Loss Report	On file in Board of Selectmen's Office
40B Housing Plans	On file in Board of Selectmen's Office
40B Drawing	On file in Board of Selectmen's Office
LIP Application	On file in Board of Selectmen's Office
Hwy Dept. Report	On file in Board of Selectmen's Office