



Board of Selectmen

Date of Meeting: Monday, March 27, 2017
Location: Town Hall, 221 Main Street
Time: 6:30 PM – 8:10 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 Town Administrator to the Board of Selectmen:

- **Gravel Pit off of Sewell St:** With the change in acreage to 8.5 acres, the FRP for the sale of the Gravel Pit off Sewell Street is ready to go. I am waiting for the appraisal.
 - I expect to have that in the next few weeks and then I will advertise the parcel for sale.
- **Town House Painting:** Last week I sent a letter to Sheriff Evangelidis requesting that he authorize the painting of the Town House as part of the Community Service Program. We are looking to have it painted in late summer or early fall when the Wheelchair Lift and the new windows are installed.
- **Tim Murray:** On Thursday, the 16th, Selectman May and I met with Tim Murray of the Worcester Chamber of Commerce. We discussed the town's desire for further development along the 140 Corridor. Mr. Murray talked about companies are continuing to contact his office inquiring about available land for their businesses. I think it was a worthwhile meeting and we are hopeful that something comes of it.
- **Finance Committee:** On Thursday of last week, I met with Dave Butler of the FinCom. We discussed the budget as it stands now, and what it means for the tax rate.
 - Currently the budget is \$640,000.00 above last years' figure. We are using a new growth figure of \$250,000.00 and we expect the \$78,000.00 in additional funding due to the error found by Bob Conry at the School Dept. and another \$40,000.00 in reduction in Vocational School Funds that would go towards the BES.
 - With those reductions off the \$640K, we are looking at a bottom line of \$274K. Based on a \$1.00 increase in the tax rate for every \$696,000.00, we are looking at just under \$.50 increase per thousand. I remind you that this number does not include the requests you will be receiving tonight from P & R, and the Library. The FinCom would like to know what the boards feelings are with respect to where the budget is now.
- **Town Meeting Warrant:** In your packet is a copy of the almost completed Town Meeting Warrant the only things missing are the actual final budget, and one additional article regarding Chapter 53G. This statute now allows municipalities to include funds in 53G accounts to pay for legal expenses related to developments. We spent a significant amount on legal fees for 2-3 development projects in town over the past year. Having the town accept this provision would allow us to include an amount in 53G to cover these costs.
- **Rte. 140 Development:** Email correspondence was included in the packet.
- **Tower Hill Request to Plant a Tree on Common:** Would also like to place a large container of annuals at bottom of French Drive. Steve Mero would like to know what type of tree they are wanting to plant and was interested to have the new tree replace a dead tree that is soon to come down. *Jaimie Underwood motioned to approve the planting of a tree on the town common subject to a discussion with the Highway Superintendent and a planter to be located at the intersection of rte. 70 and French Drive; Mike May seconded; voted all in favor.*

- **Letter to Town of Shrewsbury:** There has been correspondence between Boylston and Shrewsbury regarding a parcel of land located in Boylston and Shrewsbury's attempts to restrict usage of the land based off of the potential traffic impact that they feel could negatively affect their town. Boylston is trying to prevent Shrewsbury's attempt to impose unnecessary regulations on that property. Mike May would like to invite the Shrewsbury BOS to a workings session with the Boylston BOS without counsel present. *Jaimie Underwood made a motion to approve the letter that Mike May had drafted to send to the Shrewsbury BOS in response to a letter that was received in regards to future developments on rte. 140; Mike May seconded; voted all in favor.*

One Day Liquor License: Permit Application for College Graduation Celebration at Town House on 4/1/17
Mike May motioned to approve the application. Jamie Underwood seconded the motion; voted all in favor

Library – Senior Library Assistant Position: Brad Barker and Lynn Claremont Asst. Library Director. Brad gave an update on the Library Renovation Project. The Library Trustees are very pleased with the progress and is quite confident in the budget. The Library is closing on 4/18/17 and will begin the process of rescanning all of the books back into the building and restocking all of the shelves. This process will take about six weeks. They are planning on opening the building up by Memorial Day weekend. The whole building has had fire protection installed. Dialogue switched to the Library Asst. Position. The library has a five year plan. This plan includes bring additional services to the town, making the library more relevant and increasing the number of users. They came to the conclusion that with the reopening of the library and the influx of people coming in to see the new building, they have an opportunity to really engage the public and increase their usage from the town residents. They would like to expand the library hours, increase the programs offered, and build up the library services to attract more people. They feel if they don't provide the added services this year they will lose the opportunity afforded with the opening after the library renovation. The additional staff member would help them to do this. Mike May asked about the hours. They are currently open 35 hours a week and would like to increase the hours to 41. They can't fit in any more programs without increasing their hours and the staff cannot develop any new programs and do their regular duties at the same time. In order to offer more programs they need an increase in hours. This position would be for a new person, not an increase in hours for an existing employee. After some discussion the Board gave their go ahead for the new position.

Parks and Recreation – Coordinator's Salary: Tina Potenti and Karen Barber. They came in before the Board to request that the Coordinator's salary be fully funded by the town. Right now the position is funded 50% by the BPR revolving account and 50% by the town. The position is unique in the respect that it is not just P&R, it also involves some maintenance. What they find themselves doing is chasing programs in order to pay the coordinator's salary. There is around \$11,000.00 in the revolving account right now and the BPR is afraid to do anything with the money because they are concerned about paying for the position. The other problem is that programs that have been popular in the past are not doing well now. They are trying to position the programs now to hit a wider demographic. They have already gone before FinCom to see if the position could be funded and were told to come before the BOS. The position averages around 25 hours per week so around \$10,000.00 a year comes out of the revolving account. The rest of the revolving account is supposed to be going toward maintenance and programs. Mike May asked for an example of what kind of maintenance is the P&R responsible for. Karen said anything that comes up. Last year there were repairs to the snack shack, to a broken swing, gym lights, and things of that nature. The Town Administrator said that last year the salary was paid totally out of the revolving account. P&R came to the board and said funds were getting low and asked if the town could pay for the position and the town came back with paying 50% of the position and they would be able to keep their revolving account fully funded. Now the P&R is saying they want to keep it all and have the town pay 100% of the salary. That is the concern of FinCom. The programs that are currently running are not paying for themselves. Karen Barber stated that the problem with the programs being offered is that they are being run by outside vendors and the revolving account needs to pay them for their services. The TA asked how the salary get pulls from the revolving account. Are the programs paid first and then the salary paid or is the salary paid and then what is left pays for programs. Karen stated that they pull 15 hours a week from the revolving account so that \$13,325.00 lasts for the entire year. Mike May asked how much does the P&R make for revenue in a year. Tina said about \$2,000.00. Mike asked for

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further clarification and Tina said that over the summer of 2016 there were no successful programs that ran. Discussion ensued on maintenance and what that consists of. Karen said that they bring in around \$20,000.00 for all programs that are run for the year. Mike does not feel that the P&R should be doing any maintenance. They should be working on services and providing programs. He feels that the Facilities Technician should be taking over that aspect of the work. The Town Administrator said that the town is currently moving in the direction that there should be no town department that has a maintenance budget, which all maintenance monies would be allocated to the Facilities Director's budget and that department would be responsible for maintaining buildings and grounds for the town instead of individual departments doing it instead. Should the monies going forward come into the general fund, or should it continue to come into the revolving account? How is the Parks and Recreation charter written? No one was really sure. It is going to end up being around \$10,000.00 that will be absorbed by the town for the position. The board approved the move. Updates on the board, Brittany is not running for reelection, no one in the town has pulled papers to run for any of the open positions. One of the other board members is moving out of Boylston. There will be two openings for sure on the board. The terms are three year terms.

Selectmen's Meeting Minutes: The minutes of February 27 was presented for approval. *Michael May motioned to accept the meeting minutes as written; Jamie Underwood seconded; voted all in favor*

Citizens Comments: A few concerned citizens that live off of School Street were interested to see if there was any information on changes on rte. 140. They recently moved into town from Marlboro and are worried that the small town feel of Boylston is about to be changed. The Board expressed that they would like to schedule an Executive Session soon to ask for legal advice on the proposed 40B project.

At 8:07 PM, on a motion made by Selectman Michael May and seconded by Jamie Underwood, the following roll call vote was recorded to go into Executive Session under MGL c. 30A §21(a) ¶3 to discuss strategy with respect to collective bargaining with the newly certified Highway Department bargaining unit that was certified by the Commonwealth of Massachusetts Department of Labor Relations on or about September 29, 2016 at DLR Case No. WMAM-16-5418; James Wood: Yes; Michael May: Yes; James Underwood: Yes. The Board agreed they would reconvene to open session only to close.

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
TA Report	On file in Board of Selectmen's Office
Town Warrant	On file in Board of Selectmen's Office
Meeting Minutes 02.27.17	On file in Board of Selectmen's Office