



## Board of Selectmen

Date of Meeting: Monday, December 3, 2018  
Time: 6:30 PM – 7:23 PM  
Members Present: Chairman James Wood; Michael May; James Underwood; April Steward, Town Administrator; 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.

**Selectmen's Meeting Minutes:** *The minutes of 11/05/18 and 11/19/18 were presented for approval. Jamie Underwood motioned to approve the meeting minutes as written; Mike May seconded; Voted all in favor*

### **Update from the Library Trustees:**

Brad Barker asked the question to the Board, what have you heard about the changes to the Library? Jamie stated that downstairs is awesome, and you don't feel like you're in a dungeon anymore. Jim stated that you don't feel like you are going to catch something or be caught down there.

Brad gave an update regarding the building. The building is going very well. No serious issues; little leak when the rain comes from a certain direction. Now that they are a few years out of the construction stage there are a few small maintenance issues. People really seem to love the new building.

The building has enabled us to do things that we have never been able to do before. The staff is a major part in that success. We have had two retirements; Lynn Clairmont and Judy Freeburg. They were replaced by Erica Furse and Larissa Stretton, and we have also hired an Assistant Librarian Kaitlyn Stacy. Due to their efforts, there have been many more programs and brought in many patrons to the library that may have not come before. Jen Carrico, Library Director, Has done a terrific job hiring and driving our goals and initiatives.

Boylston is doing something different with our Library. Jen was invited to speak at a National Conference in Washington D.C., and then invited to write an article about it in a magazine. Because of the successes of these articles, Jen has been asked to write a few more which has gotten national attention. Jen will also become the President of the New England Library Association next year.

Since July 2018, 1,239 people have attended programs. A few years ago, we would be lucky to get 400-500 people; We have had an increase of 22% of physical materials and online systems increased dramatically. It's a great service that we are offering to our residents and we may have to look into getting some more PC's since people are using them all the time.

Between the new staff and all things happening, we are finding a lot of success and will continue to see that to grow. We completed our 2019 action plan and renewed our 5-year action plan. Our overall goal is to develop the Library as a community hub. An example of this is that the staff are working with the elementary school administration try to get every single kid a library card. We are hosting a Legislative Breakfast, February 22<sup>nd</sup>, Senator Chandler will be attending. We are blazing a trail for small libraries with limited resources.

Mike May stated that everyone sounds fabulous and that it's a great testimony to the work that everyone has been putting in, as well as the residents of Boylston for supporting the Library. He also questioned if there was any thought to use the library as a resource for children from You, Inc. Brad Barker stated that they have not done that yet but it's a great suggestion. Jamie stated that you can tell that the community is getting engaged. He brought up the Eagle Scout Rory Seymour who built the benches and Brad mentioned that he was a major part in some upgrades.

### **Appoint Sue Therriault as a Trustee to the Library**

David Bottom Resigned from board due to other issues. Appoint Sue Therriault to serve for the remainder of David's term this year. This appointment only lasts until the next election.

*Brad Barker made a motion to appoint Sue Therriault as a Library Trustee for the remainder of the year, Motion was seconded, Voted all in Favor.*

### **Town Administrator's Report to the BOS:**

1. FY20 Budget packets will be going out to all department heads tomorrow. There will also be information on tow trainings that we are planning on hosting included in the budget packets. The first training being held is titled "Being Cautious with Social Platforms and Municipal Rules/Regulations". This is regarding Social Media and is being held on Tuesday, January 29<sup>th</sup>. The second training is on Tuesday, February 26<sup>th</sup> and will be for people to understand how to use the Performance Evaluations.
2. I have begun speaking with the Sportsmen Club in regard to the work being done on Cross Street and School street and how this project will be affecting the entrance to their property. Ernie Foster has been sent an electronic copy of the drawing and he will be bringing that forward to the club for their feedback.
  - Mike May stated that he followed up with him and stated that Ernie has been interested in Lot A on Perry Road. The Sportsman Club stated that it might make sense to put in a bigger buffer around them; create a safety buffer, minimize noise.
3. We have heard back from the Executive Office of Housing and Development on the STRAP Grant. There were 107 applications requesting over \$207 million in funding with only \$82.8 million available to give. Unfortunately, our project was not recommended for funding in this round. I have requested the Mass Works team to share feedback and comments about the application and I am still waiting for their reply.
  - Mike May congratulated April on all her hard work with this and mentioned that the more we do this the better a chance we have. We need to look aggressively for Public Grants. We need to get direct communication with the Governor's Office regarding this project.

4. The end of the year is quickly approaching, and I have a few vacation days left to take. I am planning on taking off from December 24<sup>th</sup> through January 1<sup>st</sup>.
5. We are actively looking for people to be on the Affordable Housing Committee. In previous years the committee has been filled by a member from the Planning Board, the Appeals Board, the Town Administrator, the Building Inspector, a Consultant and three members at large for a total of 8 seats. The BOS would like to have this board filled by the beginning of January. If anyone is interested, please reach out to me.
6. The Town of Shrewsbury approved and signed the Intermunicipal Agreement granting the Town of Boylston \$100,00 towards the Cross-Street Road Project. The signed IMA is here tonight for you to approve and sign as well.

#### **Review/Sign Intermunicipal Agreement with Town of Shrewsbury**

*Mike May made a motion that we enter into and accept the terms and conditions of the IMA between the Town of Boylston and the Town of Shrewsbury, Jamie Underwood seconded, Voted all in favor.*

*Mike May made a second motion to authorize the board of selectman to sign the contract, Jamie Underwood seconded, Voted all In Favor.*

Mike May asked April to send a note to the Superintendent of Schools regarding a follow up meeting and getting a written update on the School Security Initiative.

#### **Sign “Cross Street Extension,” Definitive Subdivision Plan of Land**

*Mike May made a motion to accept the covenant for Cross Street Extension Definitive Subdivision Plan of Land that was done by Thompson Listin Associates and has been approved by Town Counsel, and authorize this board to sign, Jamie Underwood seconded, Voted all in Favor.*

#### **Review/Sign 2019 License Renewals**

*Jamie Underwood made a motion to accept the licenses for the year 2019 as written, Mike May seconded, Voted all in Favor*

Mike May mentioned that we have some things to follow up on regarding a meeting we are having at the Town Hall on Tuesday, January 29th regarding social media with all boards and Dept Heads. He wants us to investigate how we can use Facebook and other social media as tools for our town. April mentioned that a lot of communities are finding that when they have an Official Facebook site they are finding it easier to bring all the information together. There are many guidelines, rules and practices that need to be addressed at this meeting.

Jim Woods closed the meeting with a reflection: President Bush was a guy who ran for President the second time and lost. He made friends along the way – both parties. It doesn't matter what party you are with, everyone should be in it together. Jim stated that in Town sometimes things

may get a little carried away, but the bottom line is that we are all in it together. He was a good example of that.

Mike May discussed that local reporters are maintaining communication in smaller towns. In an article he read it stated that people who read the newspaper are more engaged in their communities, vote more frequently and seem to be more involved and have a presence. At the local level we can still stay connected.

Jamie asked everyone to not forget the Worcester Fire – Remember the 6. Boylston responded to that fire with an engine.

*At 7:23PM Mike May motioned to adjourn, Jamie Underwood seconded; Voted all in Favor.*

The meeting was adjourned at 7:23 PM.

Respectfully submitted,  
Alison Mack, Assistant to the Board of Selectmen

### **Meeting Materials**

Agenda	On File in The Board Of Selectmen's Office
Meeting Sign-In Sheet	On File in The Board Of Selectmen's Office
Town Administrator's Report	On File in The Board Of Selectmen's Office
Meeting Minutes 11/05/18	On File in The Board Of Selectmen's Office
Meeting Minutes 11/19/18	On File in The Board Of Selectmen's Office
Computer Magazine	On File in The Board Of Selectmen's Office