



## Board of Selectmen

Date of Meeting: Monday, June 3rd, 2019  
Time: 6:30 PM – 8:26 PM  
Members Present: Chair Jim Woods; Selectmen Matt Mecum and Jamie 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 05/06/19 were presented.

*Jamie Underwood made a motion to approve the meeting minutes for 5/6/19. Jim Woods seconded. Voted all in favor.*

**Reports:** Town Administrator, Chief of Police, Fire Chief, Building Inspector and Highway Superintendent

### **Town Administrators Report:**

1. I am happy to report that after many conversations with the MassDOT District III office, they have decided to increase the scope of their Rte. 290 deck replacement project to include improvements along Colonial Drive in Shrewsbury and to assist the Town of Boylston in the remaining paving costs of our Cross-Street Project. This should result in a savings to the town of \$180,000 - \$190,000 which in essence is replacing our Chapter 90 funds from 2018. Once our final Requisition is submitted to us for payment, we will know exactly how much funding will be left over for the project and we can utilize those funds for paving on Cross Street.
2. Updates on the Cross-Street project:
  - a. Layout and pavement makings were done on Friday, May 31<sup>st</sup>.
  - b. The signal contractors will be onsite tomorrow, Tuesday, June 4<sup>th</sup> to reprogram the signals and to do camera work.
  - c. Signs will be installed sometime this week as well.
3. On Tuesday, May 21<sup>st</sup> we held a department wide cook-out up here at the Pavilion. It was well attended, and we were blessed with wonderful weather. Kona Ice was able to come to the event and provided delicious Kona Ice to all of the employees at no cost. I would especially like to thank Mr. and Mrs. Harnish for their generosity, along with Steve Mero and Mark Barakian for their fabulous grilling skills.

4. The two Chiefs and I were at the Boylston Public Library on Thursday, May 30<sup>th</sup> for a “Meet Your Civic Leaders’ event hosted by the Library. Erica Furse, Assistant Library Director, hosted the evening and WBAC was there to film as well.
5. The Boylston Sportsman’s Club was invited to attend this evenings meeting, but they were not able to attend. I have a request in to see if they would like to attend our next meeting on Monday, June 17<sup>th</sup>.
6. I have created a certificate for the board to sign recognizing the Boylston Garden Club’s 40<sup>th</sup> Anniversary. On Tuesday, June 11<sup>th</sup> they will be having a dinner commemorating their anniversary and have requested that I be in attendance for their evening program. At that time I will present the certificate on behalf of the Board of Selectmen.
7. The Police Chief is looking for additional guidance from the board on developing the Memorandum Of Understanding (MOU). He has begun meeting with the Superintendent and they are at the final stages where they need the BOS involvement on this entire issue. There are questions such as would there be one Full-time officer of 2 or, leave it the way it is with some tweaking, which both the Superintendent and the Police Chief feel is working and won’t require additional vehicles, equipment or personnel. I would like to have a representative from the board come along with me to meet with the Police Chief to weigh in on what the board would like to see included in the MOU.
8. I have included in your packet a copy of the Scope of Services and Cost Proposal for the CMRP to update our OSRP. The cost of the update is estimated to be \$8,570 with an amount not to exceed \$10,000. The funds were appropriated at the ATM and we should be looking to move forward. If the board so chooses, I would like to approve this proposal and start the process with the CMRPC. There are thee open positions on the committee and we also need a Board of Selectmen member to sit on the board as well.

*Jamie Underwood made a motion to approve the proposal from CMRPC and allow the chair to sign, Matt Mecum seconded. Voted all in favor.*

### **Report of the Highway Superintendent to the Board:**

The highway Department was been very busy lately; especially getting everything ready for Memorial Day.

- Sweeping is taking place throughout town
- High School students are ready for summer work and helping us out

### **Paving:**

- On Page 3 of the report given, Steve stated that we need to figure out what is going on for road paving
- If we are going to do this year, we need to put a bid out asap, it’s getting pretty late in the year. With the moneys that we have, his recommendation is with the work on Cross and Sewall Street to continue Cross Street to Central Street. Numbers are based on a \$70/per base ton of oil. There are a couple streets that we can not do because of the water district.
- To show that we are not leaving people out:
  - 1<sup>st</sup>: Cross Street
  - 2<sup>nd</sup>: Mile Hill Road (Shorter End) from Route 70 up to Linden Street
  - Future: Continuing Mile Hill Road: Not saying we are not going to do anything this year, he’s thinking that we can do some sort of overlay in that area to get us by
  - The total amount of money that we have is \$500,000 to play with.

- Matt Mecum listed off each street and projected cost it would be to get them done so that residents are aware of the list
- Steve suggested sitting with April and looking into 3-year bids to lock in pricing
- Jamie stated that the roads mentioned are all larger roads and that last year and the year before we have pushed off the smaller roads and need to keep that in mind
- Jim Woods: When will you find out about how much its going to be per ton?
  - Steve Answered: Bid opening.
- Steve Mero stated that one thing Framingham/Shrewsbury does is a chip seal. They do a rubber-based material that's heated, spray it on the road, roll rubber over it, and its done. They get more life out of their roads. He believes that Central Street is a prime location for that; there's some patchwork to be done there. This would be about 1/3<sup>rd</sup> of the cost.
- Steve Mero stated that they are going to have to lean on the water district to get some things done first so that we can then move on the DPW stuff.
- Matt suggested that we should do the two streets and look at a three-year contract
- Steve stated that he is focused on a lot of our main roads
  - If Central Street is a candidate for a chip seal, he would prefer to do that in the spring.
  - If we secure the funding, we could put a bid out this fall; come spring, that's when they would come and do it
  - Steve's Recommendation: Mile Hill Road (Central to School) and Mile Hill Road (RT 70 to Linden Street)

*Matt Mecum motioned to put out to bid from Cross Street (Central to School) and Mile Hill Road (RT 70 to Linden Street). Jamie Underwood seconded. Voted all in favor.*

#### *School Street and Cross Street Intersection Concerns:*

Steve believes that in the future a safer intersection would be a 4-way stop. He knows that the engineers stated that the traffic count doesn't need a 4-way stop, but we can probably change that by the BOS stating that it's a safety issue. He believes that if School Street isn't the right of way, then we should be thinking about a 4 way stop. He is okay with seeing how this works when the 4<sup>th</sup> leg opens up to 140 but feels as though the fire dept and police dept are going to be overwhelmed with accidents and the BOS should be proactive.

Jim Woods asked what did the traffic people say? April responded stating that the Traffic Engineer sent out an email and it is located in their packet and mentioned that Steve has been expressing his concerns about this intersection. Matt stated that he can see Steve's point with the location of the corner being right there.

The Chief of Police joined the conversation and said that if put it on paper and look at it, it's different than when you are actually on the ground and seeing the true majority of traffic. He agreed that he likes the fact we are looking at it right now and if we need to change it later on then we can.

Jamie mentioned that his only concern is that right now we are trying to retrain everyone, and he doesn't want to have an accident or two, make the switch and then have to retrain everyone again. The Chief of Police, The Fire Chief, and the Highway Superintendent agree that they feel the four-way stop will be more effective than a two-way stop.

*Jamie Underwood made a motion to make a 4-way intersection between School and Cross Street. Matt Mecum seconded. Voted all in favor.*

**Report of the Police Chief to the Board of Selectman:**

*Crime Statistics* were presented.

***Chief's Schedule:***

- May 1<sup>st</sup>: Station and all fire extinguishers were certified by outside vendor
- May 3<sup>rd</sup>: Ticket Hearings at the Clinton District Court
- May 6<sup>th</sup>: Attended Town Meeting
- May 10<sup>th</sup>: Sgt. Annunziata conducted LEED training at BES
- May 14<sup>th</sup>: LEED Recertification Training Class at PD
- May 15<sup>th</sup>: Sgt Thomas Attended Planning Board Meeting at Town Hall
- May 16<sup>th</sup>: Ticket Hearing at Clinton District Court
- May 17<sup>th</sup>: Sgt Annunziata took place in the Life Skills Class at Tahanto for Seniors
- May 17<sup>th</sup>: Speed Trailer was delivered
- May 20<sup>th</sup>-24<sup>th</sup>: Sgt Annunziata and Thomasian attended new Sgt Training at academy
- May 21<sup>st</sup>: Chiefs cruiser went to the Highway mechanic crew to get the brakes fixed; saved \$400
- May 21<sup>st</sup>: Town Hall Memorial BBQ
- May 22<sup>nd</sup>: Hearing at Worcester Court House
- May 23<sup>rd</sup>: ALICE Drill at Tahanto Regional High School
- May 23<sup>rd</sup>: Ticket Hearings at the Clinton District Court
- May 27<sup>th</sup>: Memorial Day; lots of positive feedback from community and guests
- May 28<sup>th</sup> – 29<sup>th</sup>: Sgt Annunziata talked at BES
- May 28<sup>th</sup>: Sgt Thomas and Officer Barbado: Speed Trailer training
- May 30<sup>th</sup>: Attended “Meet your Town Managers” at Library
- May 31<sup>st</sup>: Assisted the Red Knights Motor Cycle Ride through 70/140 intersection
- June 2<sup>nd</sup> – Tahanto Graduation
- June 3<sup>rd</sup>: Took portable breath test to Sudbury for calibration
- June 3<sup>rd</sup>: Sgt: Annunziata taught LEED at BES
- June 7<sup>th</sup>: Police Officers and Dispatchers contract negotiations at the PD
- June 13<sup>th</sup>: Ticket hearings at the Clinton District Court
- June 14<sup>th</sup>: Wedding in CT
- June 20<sup>th</sup>: Semi-Annual Weapons Qualification

**Building Inspector:**

Tony Z. mentioned that he has been here for a little over 8 years; haven't gotten voted off the island yet.

***Building, Plumbing and Electric Permits:*** were presented

- 76 permits so far
- Still have over 100 units that are going to be built
  - 30 with Jim Haynes
  - 60 apartments

- Mike May and Jim Richardi
- Compass Pointe: Jim is still finishing off Compass Pointe. He spoke to Jim about taking out the trailer from the front, so he will be hiring someone to do it or will be doing it himself.

### **Fire Chief:**

***Chiefs Statistics:*** were presented

The Chief wanted to give an update into what's been going on in the year so far since Matt Mecum is new to the board. He mentioned that they are looking at about a 30% increase in EMS calls so far; doing a lot more lift assists since working with the COA.

### ***FY2020 Budget Recap:***

- Compressor Fill Station was approved.
  - Much larger than the current one
  - The compressor they currently have is not compliant with OSHA Standards.
- Training is the big push
  - Boylston Fire is going good in this category
- Regional Training: Tentative Schedule
- College EMS Program: Very successful
  - 10 Graduates this year: Clark (2) and WPI (8)
  - Some are sticking around however, most of them are moving on to other jobs
  - Down this summer for EMS coverage
- Current Staffing Model:
  - Full time staff : 6am – 5pm Monday – Friday
  - On Call staff: 5pm – 9pm each night and Saturday and Sundays
  - Volume of calls has increased. It is getting difficult with the current staffing model
  - We have 17 Volunteer Fire Fighters

Jim Woods asked if Joe is looking to add more members to the department? Joe responded with yes, one or two more. He does not feel as though he would have a problem with adding someone and thinks its time to move towards in that direction.

Matt Mecum asked if the 55+ units are included in the budget for new growth. April responded that she believes so.

Joe mentioned that he left a packet for the BOS to read. It will give them an update on the National issues that Fire Departments are having.

### **Joint Appointment with the Planning Board: Richard Baker as Associate Member**

Bill Manter stated that he would like to have Dr. Baker appointed as an Associate Member so that he can retain his senior status in the CMRPC.

*Bill Manter made a motion to have Dr. Baker appointed as an Associate Member. Jim Woods seconded. Voted all in favor.*

### **Appoint to Historic District Commission: Bruce Filgate and David Cole:**

*Jamie Underwood made a motion to appoint Bruce Filgate and David Cole to the Historic District Commission, Matt Mecum seconded. Voted all in Favor.*

### **Dance School License Request; Bay Path Barn**

*Jamie Underwood made a motion to approve the Dance School License for Bay Path Barn, 119 Central Street, Matt Mecum seconded. Voted all in favor.*

### **Garden Club; Recognition for 40 Years of Service:**

The Garden Club purchases the flags for the Memorial Day event and has also taken care of all the garden sites around town. They have an influx of new members. April requested that the board sign a Certificate of Recognition for the Garden Club and 40 years of Service.

### **Resident Advisory Board Discussion Update**

Matt Mecum put together some general advisory guidelines. He asked that we come up with a charge and believes that the committee should determine the mission statement once it is set up. He listed off some of the general guidelines:

- Committee Meetings: Meet monthly
  - If its appropriate for a Selectmen to be there then that can happen but there should also be meetings without a Selectmen, so they speak freely and do not feel pressured
  - Not sure of the right number of people. It needs to be a diverse group to add insight
  - Wants to see certain groups be represented
    - Seniors, Sports leagues, conservation and development, school committee, PTO's, and The Legion.

Jim Woods wanted to make it clear that people are still able to come to this board to get their issues resolved and not just go to the group.

Matt stated that he would like this formed by the end of July. He would like the committee members appointed in July and they can start holding meetings in August or September. They are going to put the information out there to see who is interested in representing the different groups to determine how many people should be on the committee.

### **Gun Club: Tree Planting**

Steve Mero stated that he has received an email from the Worcester Rifle and Gun Club to update them on what the boards thoughts are moving forward with planting of the trees they bought. Jamie stated that he feels as though since they have refused to come meet with us, they can wait. He added that we have asked them to come meet with us twice now in open session and they have not shown up. Steve Mero stated that we had an agreement that we would plant trees for them, if they purchase the trees. April stated that the agreement was that if they purchase the trees, the highway dept will help plant them, however since things have gotten contentious, they are waiting to meet with the Gun Club again to discuss. Steve Mero said he would not be against purchasing the trees

from the Gun Club but if so, the town is going to plant them where they want. Steve is asking for some direction on how he should respond to the email. Jim Woods stated that the Gun Clubs ask list seems to be getting longer and longer. April stated that we have had two meetings with them and at the end of each meeting we thought we had made progress; hands were shaken, and agreements were made. Then there seems to be some type of dissatisfaction from them; We have asked them to come to an open session meeting, but they have not appeared. The board agreed that they would like the Gun Club to come into the next meeting to discuss

*At , 8:26PM on a motion made by Chairman James Wood and seconded by Jamie Underwood, the following roll call vote was recorded to go into Executive Session under **Per MGL c.30A, §21, (2): to conduct strategy sessions in preparation for negotiations with nonunion personnel – Building Inspector’s contract; and to conduct contract negotiations with nonunion personnel: Tony Zahariadis, Building Inspector. (By roll call vote and Chairman’s declaration).; James Wood: Yes; Matt Mecum: Yes; James Underwood: Yes. The Board agreed they would not return to open session.***

The meeting was adjourned at 8:26 PM.

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

### **Meeting Materials**

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| Agenda                                  | On File in The Board Of Selectmen’s Office |
| Meeting Sing- In Sheet                  | On File in The Board Of Selectmen’s Office |
| Town Administrator’s Report             | On File in The Board Of Selectmen’s Office |
| Chief Of Police Report and Stats        | On File in The Board Of Selectmen’s Office |
| Report of the Highway Superintendent    | On File in The Board Of Selectmen’s Office |
| Fire Chiefs Report and Stats            | On File in The Board Of Selectmen’s Office |
| Building Inspectors Report and Stats    | On File in The Board Of Selectmen’s Office |
| VTs Forms: Bruce Filgate and David Cole | On File in The Board Of Selectmen’s Office |
| BOS Meeting Minutes 05/06/19            | On File in The Board Of Selectmen’s Office |
| Selectmen Advisory Board Sheet          | On File in The Board Of Selectmen’s Office |