



Board of Selectmen

Date of Meeting: Monday, June 24th, 2019
Time: 6:30 PM – 7:43 PM
Members Present: Chair Jim Woods; Selectmen Matt Mecum and Jamie Underwood; April Steward, Town Administrator; Stephen Madaus, Town Council; 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 5/20/19 and 6/3/19 were presented.

Jamie Underwood made a motion to approve the meeting minutes for 5/20/19 and 6/3/19 with a correction to the June 3rd minutes (Change Mile Hill Road to Cross Street). Matt Mecum seconded. Voted all in favor.

Land Swap with the Red Knights; Proposed Fence:

3 Members of the Red Knights showed up to attend the meeting. April stated that the BOS needed to decide on: type of the fence, height of the fence, and length of the fence. The members of the Red Knights stated that it was a 6foot style stockade fence, maintained by the Town. Jamie mentioned that he is fine with that and his only concern is that it does not block the Town House. Jim mentioned that it an awesome deal for both the Town and the Red Knights; Wonderful neighbors.

April asked the BOS when are we anticipating building the fence? She suggested that when Parcel A starts to become developed, we can start the project then. The Red Knights asked if they could take that back to present it to their members but would like to do it as quickly as possible regardless of the development. Town Council, Stephen Madaus stated that they could do end of year transfers if money is available.

Jim stated that all three of the Board Members are in agreeance that they want to do the right thing and get this done. Stephen stated that at the end of the fiscal year, theirs an ability under the General Laws to transfer funds from the current fiscal years, and that it closes out with the approval of the Finance Committee; you will be able to see where fund can be transferred. Jim ended the conversation with stating that we will be gathering quotes and then we will put in the not to exceed limit and wait for FinComs vote to move forward with funding.

Permit Application, Jean Kamnang One Day Liquor License for Sons Graduation Party at Boylston Town House, Friday, July 26th, 2019:

Elise and her husband are asking if they would be able to extend the hours from 11PM to 2PM for their family reunion. The Town House rental agreement hours state that they normally end at

11 PM. Jim stated that they have never allowed an event to go to 2PM, but he is okay with 1PM. *Jamie Underwood made a motion to approve the Permit Application Liquor License for 6pm - 1am Friday, July 26th to Saturday, July 27th. Matt Mecum seconded, Voted all in favor.*

Jamie Underwood made a motion to waive the Town House rental hours of 11 o'clock hours to 1 o'clock am. Matt Mecum seconded, Voted all in favor.

Board and Committee Appointments FY20:

Matt Mecum made a motion to appoint the Board and Committee members as presented on the spreadsheet dated 6/24/19. Jamie Underwood seconded. Voted all in favor.

Resident Advisory Board Update:

Three residents have reached out and volunteered to be on the Resident Advisory Board. Matt Mecum mentioned that we were going to put the information out there, see what we get for volunteers and then set a number of members. Jamie mentioned that 5 members would be good, and Matt mentioned that 7 would be too high with the number of volunteers at the moment but there are still 2 people that are going to volunteer for the seniors. Matt suggested waiting till July 15th before appointing anyone to see if any more volunteer forms come in.

BYOB Licenses for Restaurants:

Matt Mecum mentioned that a resident asked him what the Towns laws were on regarding the BYOB licenses. Stephen stated that he does not believe that there are regulations generally on BYOB establishments. April stated that the ABCC does not control BYOB establishments and that it goes down to the local licensing level; if the board so chooses, they would be able to make the decision. Matt stated that if we wanted to do this we would have to issue some sort of permit or set some type of regulations. Matt stated that the person who asked him currently owns a restaurant and is looking to open up later in the day on day a week for BYOB. Stephen stated that he will do some research to look into other towns and how they handle BYOB.

Town Administrators Report:

1. On Thursday, June 13th I received a call from Lieutenant Governor Karyn Polito in regard to the Cross-Street project. She wanted to make the Town aware that the total amount of the paving project that is being picked up by the MassDOT District III office is \$190,000. This effort was initiated by Mike May before he left the board. I would like to thank Mr. May for his initiative, the Lieutenant Governor for her efforts, Jeff Gomes and Barry Lorion from the MassDOT District III office for their assistance in this as well. The town is very appreciative of their generosity. I am sending out letters to thank them for their assistance as well.
2. Chief Sahagian, Superintendent Mero, Jeff Gomes and MassDOT, Greg Russell from VHB, Alison Mack and myself were all present this morning for the opening of Cross Street. Although we are very excited that the new road is open and there is a safer way of egress onto Rte. 140, I would like to caution the residents to be alert as they approach the new intersection as it takes time for people to get used to new traffic patterns. By

Wednesday, June 26th the Highway Superintendent would like to have the H-Intersection closed, unless the board disagrees with that idea.

Matt Mecum made a motion to authorize the Highway Superintendent to close what we refer to as the "H-Intersection" on Wednesday, June 26th. Jamie Underwood seconded. Voted all in favor.

3. The Straw Hollow Engine Club has decided to not hold their engine show this August. They will advise the board sometime in October if they would like to seek permission to use the back field for their show in August of 2020.
4. The Boylston Sportsmen's Club has again declined to attend tonight's meeting. They would like to have more time to be prepared to discuss their club's concerns. There is now a water spigot located off of the curb stop to assist with any irrigation needs to new plantings in the area. The club has advised the Highway Superintendent that they wanted to plant the trees this past weekend, but we advised them to not do so until they had a chance to come in and speak with this board.
5. Last week there was an update to our town website. If you haven't had an opportunity to take a look at it, please do at your convenience. There is also an option with the website to be able to access social media options such as Facebook and Twitter from the main page. I would like to establish an official Town of Boylston Facebook page where my office can have the availability to push out information to the town residents in an official capacity. Before that can happen, I would like the board to set in place a Social Media Policy. I have included in your packet a draft of the policy and I would like to ask the board to please review and get back to me any questions or comments so that we can approve the policy at the next meeting.
6. I am also including in your packet a "Board and Committee Handbook". The purpose of this handbook is to assist those appointed to boards and committees in the Town of Boylston to be properly oriented, so they understand their duties and carry them out effectively. It provides a brief description of procedures and details about important state statutes, such as Open Meeting Law and Conflict of Interest Law. I would also ask that the board review the document and provide feedback to me so that we can have this document approved and available to all boards and committee members.
7. Our Treasurer/Collector is still in the process of collecting real estate taxes. The current outstanding amount is \$74,549.94.
8. I would like the board to approve the following Year End Transfer Requests. Finance Committee has already gotten together to review and have approved them to go before the board for final approval.
 - a. Town Counsel Fees - \$16,975.00
 - b. Police Salaries & Wages - \$45,640.79

Matt Mecum motioned to approve two-year end transfers, one for \$16,975.00 and the second one for \$45,640.79. Jamie Underwood seconded. Voted all in favor.

9. A resident in town has been gracious enough to store on their property a bicentennial cannon that belongs to the town for several years now. It has been requested that the cannon be relocated. The Facilities Technician has suggested that it would be a good idea

to now have the cannon relocated to the Town Hall and be put on display in the front foyer area near the staircase. I think that would be a wonderful idea and would like to have the board's opinion on that as well.

10. It is never too early to start planning for the future – were you aware that the United States sesmiquincentennial is right around the corner in 2026? Mr. Filgate from the Historical Commission was wondering if Boylston is considering planning something for the 250th anniversary of the US in 2026 or deferring for the 250th anniversary of Boylston incorporation in 2036.

- a. The Board agreed that they would focus on the 250th Boylston Anniversary.

April brought up that the insulation at the Police Station is going to be installed next week as well as the mini-splits for the Town House. It's going to be a busy week next week, but we are looking forward to seeing some good savings.

Boylston Selectmen Meeting Schedule:

- Possibility of Special Town Meeting: November 4th

The BOS mentioned that they believe they are good for this schedule as of now.

Matt mentioned that he met with the School Superintendent and that regardless of what that position becomes, the next step is getting the MOU in place. We need to invite the Police Chief for a larger discussion regarding the SRO. April stated that she will set up a meeting with the Chief of Police and Matt to get the discussion started.

*At , 7:43PM 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, s.21, ¶3** to discuss strategy with respect to collective bargaining –Police Union contract and **Per MGL c.30A, s.21, ¶3:** to discuss strategy with respect to collective bargaining – Dispatcher's Union contract. (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 7:43 PM.

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

Meeting Materials

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
Land Swap Map/Fence	On File in The Board Of Selectmen's Office
Meeting Minutes 05/20/19 and 06/03/19	On File in The Board of Selectmen's Office