



Board of Selectmen

Date of Meeting: Monday, November 4th, 2019
Time: 6:00 PM – 7:40 PM
Members Present: Chair Jim Wood; Selectmen Matt Mecum and Jamie Underwood; April Steward, Town Administrator; Stephen Madaus, Town Council; and Alison Mack, Administrative Assistant to the Board

The meeting was called to order at 6:00 PM.

Pledge of Allegiance was recited.

At 6:02 PM, on a motion made by Chair Jim Wood and seconded by Jamie Underwood, the following roll call vote was recorded to go into Executive Session under MGL c. 30A §21, (2): to discuss strategy with respect to negotiations with nonunion personnel – Town Administrator's contract; and to conduct contract negotiations with nonunion personnel: April Steward for Town Administrator's contract. Jim Wood: Yes; Matt Mecum: Yes; James Underwood: Yes. The Board agreed they would reconvene to open session.

At 6:29 PM the Board voted unanimously to adjourn Executive Session and reconvene to open session. Roll call vote recorded as follows: Jim Wood: Yes; Matt Mecum: Yes; James Underwood: Yes.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

Selectmen's Meeting Minutes: The minutes of 10/24/19 were presented.

Matt Mecum made a motion to approve the meeting minutes of 10/24/19, Jamie Underwood seconded. Voted all in favor.

Review/Discuss Town Administrator's Contract:

The Board of Selectmen renegotiated the final terms of the Town Administrators Contract in Executive Session; proposed agreement is before the BOS

Vote to approve the Chair to sign Town Administrator's Contract:

Jamie Underwood made a motion to approve the Town Administrators Contract and to authorize the chair to sign, Matt Mecum seconded. Voted all in favor.

Report of the Highway Superintendent to the Board: On File in the Board of Selectmen's Office

- Summer time: Slowing down as far as the summer goes
 - Still out cleaning a few catch basins
- Drainage and Paving on Cross Street/Mile Hill Road: Complete
- Administrative Position: Filled by Jill Pupkar on Oct 9th, 2019

Cemetery:

- Paving at Pine Grove has been completed for the season
- We plan on winterizing this week getting plow markers up and water blown out

Jamie asked if Steve could look into getting some markers around the corner on the way up to the Town Hall; entrance, curve and then one to the top.

Jamie Underwood made a motion to approve the Light Department to add three poles coming up to the Town Building on Hillside, Matt Mecum seconded. Voted all in favor.

Report of the Police Chief to the Board of Selectman:

Crime Statistics were presented.

- 53 Property Damage Accidents compared to 65 last year
- 15 Personal Injury Accidents compared to 16 last year
- Traffic Stops: 1682 compared to 1038 last year

Chief's Schedule:

- Oct 8th: Sgt Thomasian attended No Cost Marijuana Impairment Training
- Oct 9th – 16th: Chief on vacation
- Oct 17th: Dental Apt.
- Oct 18th: Officer Ryle won a ticket appeal at Clinton District Court
- Oct 19th – 20th: Town Wide Clean Up
- Oct 23rd: Met with Highway Superintendent at Cross and Central St: Signing and restriping; Styles Road
- Oct 24th: Blood Tests Read; Physical, good to go
- Oct 24th: Motorola Sales Rep came to station in regard to potentially replacing Town wide radio equipment; research being done on what would be needed
- Oct 29th: Met in Auburn, Tom Turko
 - Contract Extension: Stated that Tom felt as though the contract extension is not a big deal and that since it goes through his office, he would track it and walk it through
- Oct 29th: Provided glow necklaces
- Oct 30th: Officer Barbado and Officer Thomasian
- Oct 30th: B7 Reported Off Duty Injury
- Oct 31st: Town Wide Trick or Treating; great night, decent crowd
 - Trunk or Treat happened at the Manor
- Oct 31st: Trick or Treating; Parks and Rec at Police Dept and Town Hall
- Speed Trailer: Currently on Main Street
- Nov 2nd: Knights of Columbus Dinner at St. Mary's
- Nov 3rd: Boot Drive at Route 70/140
- Nov 4th: Car 5: Sunnyside recalls; Seat and Computer programming

Nov 6th: Night Fire and Tactical Training at Sheriffs Dept
Nov 8th: Clinton Hearings at Clinton Court
Nov 13th: Sex Offender Registry Training in Billerica

Joel Zimmerman from DCR to discuss Boylston PILOT:

Joel Zimmerman works for the DCR and came into the meeting to speak on behalf of the DCR and not the Dept of Revenue. Jim Wood gave a quick recap that in past meetings the Board has discussed that the DCR has taken more land, however the town has not received any more money. Jamie stated that payments have not changed since 2013; Joel listed off the amounts of land the DCR has bought from Boylston in the past 20 years.

Joel described that the Watershed system is made up of three main water supplies: 59-5G: Enacted in 1985 for Quabbin and Watertown's; amended in 1987 when Wachusett Watershed communities said what about us; now totaling 31 communities that get Watershed PILOT.

Watershed System is made up of three main watersheds: 3 million people get water from that.

In 1989, The Department of Revenue made a change and that's where the number jumped up to \$189,000 to Boylston. The way PILOT works depends on the evaluation of fee property. DCR can either own the land outright with fee, or own Conservation land; Watershed preservation restriction, which is private property but DCR owns conservation rights. The Town will still value it as taxable property however it is not DCR property. Matt Mecum asked if Joel happens to know how much land is in Boylston and Joel responded that DCR owns 2,750 acres in fee and over the past 20 years they own about 125 acres in Watershed Reservation Restriction.

Twenty years ago it was decided that you get paid for land only, not for land under water. Jamie stated that he understands, however the land was taken from the Town of Boylston when it was not under water. Joel explained the way that the Department of Revenue now determines how much money each town gets; EQV. The land is valued by the Dept. Of Revenue, the Dept Of Revenue multiplies it by the local commercial tax rate and that is the minimum of what you can get; it can never be less than the previous year. Other state lands go off of the cherry sheet; Boylston does not.

The Department of Revenue would segment property into three categories; prime lot (amount of land you have on an existing town road), rear land (everything else), and the third would be unbuildable lands; wetlands and steep slopes. There is no category for land under water.

Joel stated that when the MA Municipal Modernization Act passed, the Department of Revenue determined that they would deal with state own lands using the EQV process. Every two years the Department of Revenue uses info from each municipality to come up with a fair cash value for real estate; they get this information from the Assessors. In 2010, the DOR reached out to all municipalities and all state-owned properties to do a reconciliation on their properties; after that, there is no going back on determining what is state owned land. From 2017-2020 Boylston's EQV has gone up 11%. Town Council, Stephen Madaus mentioned that under the new system, we are not allowed to appeal since its our own number from the Assessors. Discussion continued regarding EQV and explanation of how it is calculated.

Joel stated that all of these numbers are based on what information the Department of Revenue gets from our Assessors; it's the same information they get for highway and school funds. Joel pointed out that the last page of his packet explains EVQ in more detail however after 2014 this matter is unappealable. Matt Mecum suggested that they need to dig in with the Assessors, so they have a full understanding of their end of the process.

Jamie asked how the DCR determines what the use is for each body of water and Joel responded that fishing on the Quabbin is legislatively mandated so they don't determine that, but if the DCR did, they would not want any boating on the Quabbin. Jim Wood mentioned that years ago, the trees used to be trimmed back and the shoreline around the Reservoir was walkable, Joel mentioned that he should put a request to the DCR field office out here; Jamie Carr is the Regional Director and John Scannell is the DCR Director. Stephen Madaus asked as an ongoing program, do you see more land acquisition in Boylston; Joel stated that they keep themselves aware of critical properties when it comes to the Watershed.

Fire Chief:

Chiefs Statistics: Statistics were given to the Board

Fire Department Staffing Proposal Discussion:

The Fire Chief Joe Flanagan put together a proposal to present to the Board regarding increasing his staff. The state requires the FD to have an ambulance on the road within ten minutes; they are all set in this area however Joe mentioned that it's the fire calls in which they can't get enough staff to cover. One of Joe's concerns is that most of the people work, work per diem shifts; can't cross staff because some of them are not firefighter/EMT's. His concern as Fire Chief is that when we do get a building fire, we will not have the staff for it; we will have to rely on mutual aid.

Joe proposed to expand the full-time staff; two additional full-time fire fighter/EMTs. They will be able to cross staff; and also be able to do inspections which take up a lot of their time. Inspections: 2,156 calls including inspections; three full time people in 2018. Regarding cost, Joe mentioned it would cost around \$76 per family per year for the two additional (based on last year's tax rate). Matt asked if there was any money available in the ambulance receipts fund and Joe responded that he is sure there is some, but they have been tapping those reserves more than they should. A big issue that Joe mentioned is medical; sometimes it takes 4-6 people for lift assists. If they have two people working, they have to call four additional people in. They will not be giving out as many calls to mutual aid so they will not be getting income from that.

Matt mentioned the next step is to sit with the Finance committee to see what we can do, where we can get the money from and put a plan together. Joe mentioned a portion of the ambulance receipts fund should be used for something like this. April stated that her concerns are the piggy backing of calls; one happening right after one another. Matt asked if it was possible to phase it and hire one this year and then hire another one the next year. Joe said he would not agree with that; if they have to yes, but if you look at the study its glaring that there is a need; looking at a career staff with an average age of 51. Within 10 years, everyone could be retired. Joe mentioned that there are potential candidates and have plenty of capable people on staff that can take on these roles. Joe stated that he will be proposing this at the next Town Meeting.

Town Administrators Report:

1. The WRTA Advisory Board has a vacancy in the position of “Disabled Commuter Population” representative and is reaching out to all 37 communities to inquire if our town has a person to fill their vacancy. This person shall be mobility impaired, be a caretaker of a person who is mobility impaired, or work for an organization that serves the needs of the physically disabled. If there is someone in our community willing to fill this vacancy, please reach out to me before December 20th.
2. Stephen Madaus and I met with representatives from HRP on Monday, October 28th to begin our discussion on a new lease agreement with the HRP for the Gough House. We are planning to meet with Peter Nessen from Nessen Associates on Monday, November 18th. Nessen Associates specializes in helping non-profits develop strategies in order to move complex projects forward toward completion.
3. Also on the 28th, the Highway Department completed setting the markers at the Cross-Street Project. I have received the draft as-built drawings that need review and comments from the town before they can be finalized. Once the board gives Thompson-Liston the approval they can finalize the plans and have them recorded in the Registry of Deeds. I have included a copy of the drafts in this packet for your review. If the board gives Thompson-Liston the approval to move forward we can vote our intent to lay out the way at the Monday, November 18th meeting and send the As-Built over to the Planning Department for their recommendation at their December 2nd meeting.

Jamie Underwood made a motion to have Thompson-Liston move forward with the finalized plans, Matt Mecum seconded. Voted all in favor.

4. With the information I just provided the board, I would like to propose the following STM Warrant Schedule:

11/04/19 Declare the open Warrant

11/18/19 Warrant closing date

 Select Board will vote their intent to layout the way

12/02/19 Planning Board will review plans and provide their recommendation

12/05/19 Select Board will vote to layout the way

12/16/19 Review and finalize warrant with FinCom and Town Counsel

12/18/19 Warrant to print

01/02/20 Post warrant and mail to voters

01/13/20 Special Town Meeting @ 7PM

5. I am requesting the board to declare the Special Town Meeting Warrant open today and to close on 11/18/19.

Matt Mecum made a motion to declare the Special Town Meeting Warrant open today, November 04th, 2019 and to close on November 18th, 2019. Jamie Underwood seconded. Voted all in favor.

6. I am pleased to announce that the Town of Boylston has been selected to participate in the Cyber Security Awareness Grant program, which will make end-user cybersecurity training, assessment and simulation tools available to our town. I have included in your packet the award letter from the Secretary Curtis M. Wood.
7. On Thursday, October 31st we had 27 trick-or-treaters and their families visit the Town Hall as part of the Parks and Recreation Halloween Program. The employees here at Town Hall always

look forward to seeing the little ones come through and would like to thank the Parks and Recreation Department for organizing the event.

Post Office Question:

Matt Mecum asked April if she was able to find the right contact at the post office to discuss issues that the Town of Boylston has been having with the mail. April stated that she has not yet and plans on getting some information from a retired family member who worked for the post office for 40 years. Matt stated there must be a regional post master, April mentioned there was more generic customer service on the website and Jamie asked if they even had a phone number.

Appoint Resident Advisory Board as Special Town Employees:

Jamie Underwood made a motion to appoint the Resident Advisory Board Members as Special Town Employees, Matt Mecum seconded. Voted all in favor.

Intention to Lay Out as a Public Way - Cross Street; refer lay out plan to Planning Board for recommendation: Skipping over this meeting: Waiting to have the actual As-Builts

Future Agenda Item:

Small wood Circle: Entrance and Exits to Subdivisions. As of now, HOAs have always been maintaining those areas but they would like the town to take over that.

HR Resumes:

Jamie asked if we had received any HR Resumes and April stated that she had received 5; it closed the past Sunday.

Right to Farm Disclosures:

Stephen Madaus asked if we were going to have another meeting prior to the 18th to discuss other articles; a local attorney who deals with a lot of real estate transactions is asking the board to amend the right to farm bylaw by striking a provision that requires notification to purchaser that the Town of Boylston is a Right to Farm community.

At 7:40 PM, Jamie Underwood made a motion to adjourn, Matt Mecum seconded. Voted all in favor.

The meeting was adjourned at 7:40 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
Chief Of Police Report and Stats	On File in The Board Of Selectmen's Office

