



## Board of Selectmen

Date of Meeting: Monday, December 28<sup>th</sup>, 2020  
Time: 6:30 PM – 7:31 PM  
Members Present: Chair Jamie Underwood; Selectmen Matt Mecum and Seth Ridinger;  
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.

The meeting will be livestreamed from the *Zoom Application*.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84481920645?pwd=ODFZMXdQWWlvcVNmKzhXVGI3OVEydz0>

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US: +13017158592,,84481920645#,,, \*924402# or +13126266799,,84481920645#,,, \*924402#

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### *Confirming Member Access:*

April Steward, Town Administrator recited the following:

Members, when I call your name, please respond in the affirmative.

- Seth Ridinger: Yes
- Jamie Underwood: Yes
- Matthew Mecum: Yes

Staff, when I call your name, please respond in the affirmative.

- Alison Mack: Yes

### Introduction:

April Steward started off the meeting by stating the following: Good evening everyone. This Open Meeting of the Board of Selectmen is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible *physical* location. Further, all members of public bodies are allowed and encouraged to participate remotely. The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting. Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will feature public comment.

For this meeting, the Board of Selectmen is convening by video conference via Zoom App as posted on the Town's Website identifying how the public may join. Please note that this meeting is being recorded, and that some attendees are participating by video conference. Accordingly, please be aware that other folks may be able to see you, and that take care not to "screen share" your computer. Anything that you broadcast may be captured by the recording.

#### Meeting Materials

All supporting materials that have been provided members of this body are available on the Town's website unless otherwise noted. The public is encouraged to follow along using the posted agenda unless The Chair notes otherwise.

#### Meeting Business Ground Rules (Jamie Underwood)

We are now turning to the first item on the agenda. Before we do so, permit me to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

- I will introduce each speaker on the agenda. After they conclude their remarks, the Chair will go down the line of Members, inviting each by name to provide any comment, questions, or motions. Please hold until your name is called. Further,
  - Please remember to mute your phone or computer when you are not speaking.
  - Please remember to speak clearly and in a way that helps generate accurate minutes
- For any response, please wait until the Chair yields the floor to you and state your name before speaking.
- If members wish to engage in colloquy with other members, please do so through the Chair, taking care to identify yourself.

#### For Items with Public Comment:

After members have spoken, the Chair will afford public comment as follows:

- The Chair will first ask members of the public who wish to speak to identify their names and addresses only.
- Once the Chair has a list of all public commentators, I will call on each by name and afford 3 minutes for any comments.
- Finally, each vote taken in this meeting will be conducted by roll call vote.

### **Town Administrators Report to the BOS:**

1. **Budgets Due:** Budgets are due into my office today. I had requested departments to please level fund as much as possible due to the current situation resulting from the pandemic. If it is not possible to level fund an explanation is to be included for the Finance Committee to review.
2. **Online Permitting Software:** The Building Department and I have been looking into utilizing CARES Act money to implement online permitting. Tony and Nina decided to go with Patriot PermitPro. We are close to being able to process the plumbing, gas, and electrical permits online. More permits will be able to be accepted through the software once we get up and running.
3. **Unemployment Fraud:** The Department of Unemployment Assistance held a webinar last week updating Municipalities on the uptick we have been seeing in unemployment fraud. Unfortunately, this occurrence has been happening throughout the country and is not unique to Massachusetts. The DUI would like to assure people that they have not experienced a data breach and they take the protection of information as a top priority. Delays people are experiencing in receiving UI benefits are due to the massive amounts of fraud claims they have been receiving. If you are notified by your employer that a claim has been submitted on your behalf, and you have not entered the claim yourself, please report the activity on the Mass.gov website's secure fraud reporting form at <https://www.mass.gov/forms/unemployment-fraud-reporting-form>
4. **100 Shrewsbury Street Update:** Attorney Costa presented to the developer the town's list of requests a few weeks ago and has been in conversation with Attorney Levine. Both parties feel that a LIP agreement would be preferred rather than a 40B project. The Holidays have slowed things down a little bit. Once a list has been settled on, I will present it to the board for your approval.
5. **Camp Harrington:** The MOU was sent over to GWLT after the board's last meeting. Colin Novick let me know that GWLT is still on schedule to close with the seller before the end of the year.

Seth asked if we could put discussion of the Board of Selectmen's budget on the next Agenda; he believes there are a few areas that they could make some changes to and save some money. He also asked about how much the PermitPro software costs annually. April said she believes around \$4,000. Jamie mentioned that would be split between a few departments. Matt stated that he feels as though it's going to streamline work between the Assessor's office and the Treasurer's office, which will allow us to collect on some tax revenue earlier than we have been. April mentioned that one of the benefits is that it will have a data bridge which means you can input the information and it will streamline a lot of things having a lot less data entry issues.

**Approval of meeting minutes: 12/14/2020**

*Seth Ridinger made a motion to approve the 12/14/2020 meeting minutes, Matt Mecum seconded. Voted all in favor. Matt: Yes, Seth: Yes and Jamie: Yes.*

**Town Planner discussion on MDI Local Rapid Recovery Program:**

Paul Dell'Aquila, Boylston Town Planner, joined the meeting to update the board on a few items that are occurring: MDI Local Rapid Recovery Planning Application. Its through the MA Downtown Institute, which tends to focus on building capacity in smaller towns. It is geared towards helping businesses who have been affected by the pandemic. Paul has submitted the application and is here to ask the Board for approval. This grant is strictly for technical assistance and we will be matched up with a planning consultant through CMRPC or another consulting firm; there is no match from the town or obligations needed from the town. If we are successful in the application, we would get a roadmap of some action items that we could implement that would assist local businesses. Paul went on to explain the short- and long-term goals he expressed in the application and how the process goes once they hear back from the program. Paul asked if the board needed to authorize April to approve this, or what the process is. Matt mentioned that years ago, local businesses tried to set up a business group to represent the businesses to the town, however it fizzled out. Maybe its something to look into again. Seth agreed and stated that he is in favor of it

**Vote to Approve the MDI Local Rapid Recovery Program Application:**

*Seth Ridinger made a motion to approve the application and potential acceptance of the MDL Rapid Recovery Program Grant, Matt Mecum seconded. Voted all in favor. Matt: Yes, Seth: Yes and Jamie: Yes.*

**Vote to Appoint Two (2) New Police Officers pending the Background Investigation, Physical Examination and Mental Evaluation:**

Looking to increase the Police Department by two officers. Spoke with April Steward regarding having a third officer start July 1<sup>st</sup>. Four individuals were interviewed, two individuals will be presented by paper tonight for approval from the Board of Selectmen.

The first candidate Samuel Rivera is a Barre Police Officer; lives in Holden, Graduate of Boylston Reserve Academy, worked as an auxiliary PO in Milford, worked details, special town events and weekend patrol. He attended the Worcester Police Academy in 2019, has no desire to work for Worcester, and served full time at Barre for 18 months. Graduate of Wachusett High School and is anxious to start college to further himself in the field of Law Enforcement. The Police Chief stated that he believes he truly gets it. The second candidate is Kevin Moynahan and lives in Sterling. He is a graduate of the State Police Municipal Academy number 8. He too is a graduate of Wachusett High School. He did one year at Worcester State University and wants to continue and finish. He has two and a half years under his belt as a UMass Hospital Campus Police Officer.

He lacks street experience due to the UMass position but is very committed to improving himself and has already show he can make the transition from one profession to another. He has no desire to work for Sterling. His commitment to the marine reserves is complete and is also a firearms instructor so they will get to augment their own instructors with him. The Police Chief believes that both Samuel and Kevin will perform well for the department. He requested, if it is okay with the Selectmen that they vote to appoint the two individuals, pending the full background investigation. Seth asked if the pay scale in Barre is similar to Boylston, the Chief responded that it is slightly less. Seth then asked the Police Chief to explain how he assesses de-escalation in an interview. Matt asked on a timeframe of when the two individuals would start and the Chief responded that most likely by the third week of January, if not end of the month.

*Matt Mecum made a motion to appoint Samuel Rivera and Kevin Moynahan as Police Officers to the Boylston Police Department pending background investigation, physical examination, and mental evaluation. Seth Ridinger seconded. Voted all in favor. Matt: Yes, Seth: Yes, and Jamie: Yes.*

Seth mentioned that the reason the Board decided to appoint these new Police Officers is because the Boylston Police Officers have been working tirelessly covering a lot of shifts and this will help alleviate a lot of those shifts and at the same time our overtime budget has been overspent year after year, so hopefully this will do both things; help out the department and also help to mitigate budgetary problems.

#### **Authorize the Chair to sign the Purchase and Sale Agreement for 85 Sewall Street:**

Seth mentioned the date needs to be changed from November to December. He then mentioned that in the Purchase and Sale Agreement it states “Substantially Similar” in the first paragraph and the wording concerns him. Normally it would not but since there was some confusion with the modification of the plot plan by Mr. Goddard, he is hesitant. April stated that she believes it’s a legal term you will find in Purchase and Sale Agreements, but she can reach out to Attorney Hellwig for confirmation. Jamie mentioned that it is specifically called out in the agreement. Matt stated that the way he believes they should vote on it tonight is authorizing the chair to sign pending approval of the subdivision by the Planning Board. He doesn’t believe they should sign anything until the plan is approved by the Planning Board. Seth and Jamie agreed. Paul Dell’Aquila mentioned that it is standard language that you see in a lot of transactions.

Matt Mecum made a motion to authorize the chair to sign the purchase and sale agreement for the thirty (30) acres parcel of 85 Sewall Street pending the Planning Boards approval of the A&R Plans and confirmation of the definition of substantially similar, Seth Ridinger seconded. Voted all in favor. Matt: Yes, Seth: Yes, and Jamie: Yes.

#### **Vote to Approve the 2021 IRS standard mileage rate of \$.56/per mile:**

*Matt Mecum made a motion to approve the 2021 IRS standard mileage rate of \$.56/per mile, Seth Ridinger seconded. Voted all in favor. Matt: Yes, Seth: Yes, and Jamie: Yes.*

Matt mentioned that the state did set up a relief fund for over \$500,000,000. He encourages anyone with a small business to apply for a grant at [empoweringsmallbusiness.org](http://empoweringsmallbusiness.org). The application is simple and takes about 15 minutes. The money is there and encourages people to look into it. It's the second round of this funding. He suggested sending a letter to the Governor saying that small towns like Boylston shouldn't be forgotten; pointing out that businesses here need help as well.

*At 7:31 PM, Seth Ridinger made a motion to adjourn, Matt Mecum seconded. Voted all in favor. Matt: Yes, Seth: Yes, and Jamie: Yes.*

Respectfully submitted,

Alison Mack, Assistant to the Board of Selectmen

### **Meeting Materials**

Agenda	On File in The Board of Selectmen's Office
Town Administrator's Report	On File in The Board of Selectmen's Office
Meeting Minutes 12/14/2020	On File in The Board of Selectmen's Office
IRS – Standard Mileage Rate	On File in The Board of Selectmen's Office
P&S Agreement – 85 Sewall, LLC	On File in The Board of Selectmen's Office