



Board of Selectmen

Date of Meeting: Monday, May 23rd, 2022
Time: 6:00 PM – 8:47 PM
Members Present: Chair Matt Mecum; Selectmen Jamie Underwood and Seth Ridinger;
April Steward, Town Administrator, Town Council, Stephen Madaus and
Kim Rozak and Alison Mack, Administrative Assistant to the Board

The meeting commenced at 6:00 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

Vote to Reorganize the Board:

Jamie Underwood made a motion for Seth Ridinger to be Chair of the Board of Selectmen, Matt Mecum seconded. Voted all in favor.

Matt Mecum made a motion for Jamie Underwood to be Vice-Chair, and Seth Ridinger seconded. Voted all in favor.

Jamie Underwood made a motion for Matt Mecum to be Clerk, Seth Ridinger seconded. Voted all in favor.

At 6:03 PM Matt Mecum made a motion to Go into Executive Session:

Per MGL c.30A, §21, (2): to discuss strategy with respect to negotiations with nonunion personnel – Building Inspectors contract.

M.G.L. c. 30A, Section 21, Purpose 6, to consider the purchase, exchange, or lease or value of real estate, if the chair declares that an open meeting may have detrimental effect on the negotiating position of the public body. Joslin's Lot.

Review and Approve Executive Session Meeting Minutes 05/02/2022.

Will return to open session.

Jamie Underwood seconded. Voted all in favor.

State Representative Meghan Kilcovne: Winter Road repairs, and available grants:

Enter home stretch of Legislative Session – Ends July 31st

Just finished the House Budget Process a few weeks ago – Senate is debating it as we speak.

- Secured the Reimbursement money for the Police Training Committee: \$50,000

Will be numerous opportunities for grants but premature to discuss at this time until they actually finish the budget. Already been in touch with our Senate counterparts to make sure any money for Boylston will be protected.

- Also pleased to report: Raise Chapter 70 funding

End of Session: see a lot of Legislation ending quickly. Would encourage all of the Board of Selectmen members to reach out to Meghan with any questions they have.

Jamie asked about sports gambling. Representative Kilcoyne stated that the Senate finally approved it but its not the final bill. She asked if Jamie could point out any ideas that could be detrimental to Boylston and to please let her know so she can pass this information along. Meghan stated that she wants to see the House version get done. We still can put some information out there and don't want anything that's going to do more harm than good.

Seth mentioned that at our recent Town Meeting we passed an article for \$2,000,000 for communication throughout town and was wondering if there was anything that the State can do to help us. Meghan mentioned that she spoke with the Police Chief and Fire Chief, and they have kept her informed. To that end, she prefaced that this money is not guaranteed – passed an economic bond bill - \$500,000 to upgrades for Public Safety for Boylston – possible opportunity if it gets passed. Any money from the state is going to go far, especially for Boylston.

Seth stated that a large portion of Boylston land is covered by the Wachusett Reservoir and in the early stages of the budget there wasn't as much increase in the PILOT program (Payment in Lieu of Taxes), where a community like Boylston would be largely affected by having that funded become stagnant as inflation continues to rise and asked how we are looking with that. Megan stated that the House is going to be higher than the Senate proposal. If the number is higher, we can certainly work with our delegation to make sure we are advocating whatever is going to be best for Boylston. She added that she will keep people in Boylston and April well informed.

Matt thanked Megan for what she is doing and thanked her for the money for the Police Academy and the bond bill. Boylston is having an incredible amount of growth, mostly residential. The worst part about this is that it falls on the backs of our seniors the most; They have been here and paid their dues and now they are getting stuck paying for infrastructure that they may or may not need. Meghan stated that we don't want to see any seniors leave the community and the point is well taken and shared with a lot of communities that she represents. A lot of these are small communities that have been rural for a long period of time and are feeling this. Anything that she can do to help elevate those concerns and continue that advocacy she will do. The Board thanked Megan for coming out and updating them and listening to some feedback; greatly appreciated.

Update from CMRPC:

Dani Marini from CMRPC printed off a presentation to the Board.

(See presentation in folder in Board of Selectmen's Office) Notes on actual printout were read off.

Seth stated that it was certainly a very thorough presentation and a bit of a doomy prognostication; very informative. Jamie stated that a lot of work went into that and they appreciate Dani coming out. Paul Dell' Aquila stated that we have good participation form the stakeholders who took part in this. There are a lot of interconnections. Those are going to be our best opportunities to look at

grant applications, the ones that overlap. Seth stated there is a lot in there and a lot to think about and its clear on how much work was put into it and its greatly appreciated. Dani told the Board to feel free to shoot her an email if they have any questions that come up, and thanked them for their time.

Appoint Patricia Kelleher Bartram to the Boylston Historical Commission:

Bruce Filgate stated that the Historical Commission give approval for Patricia Kelleher Bartram.

Patricia Kelleher Bartram – Recently retired. Interested in family history. Have been doing a lot of work with the Historical Society.

Jamie Underwood made a motion to appoint Patricia Kelleher Bartram, Matt Mecum seconded. Voted all in favor.

Appoint Karen Carter to the Council on Aging:

Matt Mecum made a motion to appoint Karen Carter to the Council on Aging, Jamie Underwood seconded. Voted all in favor.

Police Chief Report to the BoS:

Balances as of May 7, 2022 – Please see Police Chiefs Report for budget information

April Breakdown:

- 3 Accidents
- 8 Criminal Summons/Arrests
- Conducted 11 Investigations
- Conducted 158 Motor Vehicle Stops
- Dispatch Processed 58 Emergency 911 Calls
- Total Activity was 2,247 calls

- Held an ALICE drill at BES
 - Gave us a few things to consider
- Held an ALICE drill at LEI
- Began working on the build for the motorcycle LEI is donating to the PD
 - We hope to debut it for Memorial Day
- New car 2 is on the road
 - 2022 Ford Explorer
- New Car 6 is being built
 - 2022 Chevy Tahoe
- Held Taser training at the PD for recertification
 - Utilized the new tasers and suit
- New firearms have been ordered
- Have an upcoming accreditation meeting to discuss the next steps
- Detectives had made significant progress in a few cases
 - Those details will be released when appropriate

Town Planner Report to the BoS:

- Organized and staffed a special Planning Board meeting on 4/28/22. At that meeting, the Board declined to accept the road as-builts for Longley Hill pending additional verification from Graves Engineering. Additionally, the Board deferred taking action on the proposed modification to the Accessory Apartment Bylaw pending additional research and the conclusion of the Master Plan process, which may also spur related zoning changes.
- Submitted quarterly report to the MVP program. A public Listening Session sharing the results of the MVP Stakeholder Workshops will be held as part of the BOS meeting on 5/23/22.
- Attended Town Meeting on 5/2/22.
- Participated in the Master Plan Steering Committee meeting on 5/11/22.
- Prepared for and staffed the 5/11/22 ZBA meeting focused on the continued public hearing for the proposed LIP project at 100 Shrewsbury Street. Both of the Town's third-party reviewers (Graves Engineering & WSP) attended the hearing. Additionally, in response to feedback from the ZBA and public comments, the applicant showed a revised site layout removing three of the proposed garages and incorporating a more robust trail system, which was received favorably by the Board. The hearing was continued until June 13.
- Organized and staffed an Executive Session of the Planning Board on 5/16/22 regarding Boylston CP, LLC v. Town of Boylston Planning Board, Land Court 22 Misc. 000053 (Appeal of 8 Gulf St. special permit denial). Per M.G.L. c. 30A, § 21, Purpose 3, the Executive Session was held to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares.

Grants Updates:

- Received an award from Stantec for \$188,000 – Would need to work this out with the Highway Department. This money would pay for the increasing the pedestrian safety in this area and creating some more defined traffic turning lanes. Has been updated after submission: Shared Streets grant through MassDOT for pedestrian and safety improvements along Rt. 140 near the Sewall Street intersections and adjacent commercial node.
- I have been working with Town Counsel to make sure final paperwork is in place for the purchase of the former Camp Harrington from the Greater Worcester Land Trust.

Highway Superintendent to the BoS:

- Attended ATM at Tahanto “thank you” for your support on articles
- Started clean ups around town from winter damage
- Continue opening beaver blockage at Rocky, Stiles, and Linden
- Equipment Maintenance (mowers)
- Equipment repairs on PD vehicles
- Weekly Trash
- Mowing and weed whacking started throughout town-on-town properties
- Tree work on Mile Hill Road
- Pick up plow markers on Adams and Columbus
- Mulch MOB (May 6th)
- Removed sander from 8.8
- Street sweeping within a couple weeks. Will start Town Common this week to be prepared for Memorial Day
- July 25th start date for grinding Central Street
- Yard Waste: 2 weekends of collections on Saturdays late in April and early May
- Cleaned out resident sand/salt bin and now residents can drop off weekly grass clippings in the bin anytime

Cemetery:

- May 2022:
 - 5 full burials
 - 1 cremation
 - 1 Infant
- Water has been turned on
- 11 footing have been completed for markers
- Emergency tree work in the Old Burial Ground in the Center was completed Saturday April 30th.

Building Inspector to the BoS:

- \$2,109,000 in payments so far and more to come
- Just received notice that FedEx has more work to be done on their conveyor belt so that’s about \$30,000 more in permit fees
- Put in for a few more alternates; can’t get people to cover. If Tony gets injured, needs someone to be available.
- Electrical Inspector asked to get people appointed as well.
- Plumbing and Electrical Alternates receive a stipend currently out of a budget line. To add Alternates for the Wiring and Plumbing Inspector, we would need to add funds for that in the future.
- There is so much building going on, that when its go time for anything, you can’t get anyone to cover for anyone else because people are so busy.

Seth asked what our next steps would be. He doesn’t have a problem with appointing an Alternate Building Inspector since there is already a budget line set up for that but questioned if we could

appoint additional alternates for the Wiring and Plumbing Inspectors yet. Jamie stated that we would need to come up with an additional pay structure at some point.

More discussion continued regarding the Inspector fees and Seth stated that we need to look into how fiscally this makes the most sense. April stated that she believes the only thing they could do would be a transfer since the budget has already been set for this fiscal year. Matt stated that we should ask the finance committee if we can use the reserve fund for the next year until we can put it in the budget and if they are okay with that approach, then we are good and next year we can put in a line item.

Appoint Wiring Inspector Alternate (Michael O'Sullivan) and Building Inspector Alternate (Bentley Herget):

Jamie Underwood made a motion to appoint the second alternate Building Inspector Bentley Herget, Matt Mecum seconded. Voted all in favor.

Matt asked how close they are with finishing the blasting at either site. Tony responded that one of them is going to get done first, building two. The other ones are behind. Complaints from FedEx were received that they were feeling the blasting. April stated that she believes that happened only once and that the Fire Department is on scene during blasting. Matt stated that if people are asking, we need to have some answers for them. Seth stated that Rand Whitney finished Friday, so they are done blasting and he doesn't have any idea about Northbridge. Tony believed the blasting on South Sewell was going to happen last week but that didn't happen.

Review/Approve and Sign Building Inspectors Contract:

Tony stated that the vacation days in Boylston go from January – December and every other community goes from July – June. When working in two towns it has been difficult because he has taken vacation from here but works in the other town. He is trying to get things lined up, so he is able to take his vacation time. Seth stated that the Board looked at his contract, talked with town counsel and the best situation would be to put together another agreement that was basically what he had with Lancaster to cover our share of what we would be responsible for paying Tony; nothing would really change. Tony stated there is nothing different than what is going on here except, through Sterling's bylaw, they can't do what they are doing unless they have an agreement here. He needs it written out what vacation time he gets so he can take them together. Their personnel bylaws stop them from doing that. Tony stated that he shares time between the two towns and needs something in writing stating that he has the ability to go back and forth and have it lay out his vacation time. Jamie asked April about the vacation time being laid out January – December and how that would affect Tony with this contract going from July 1st forward. April stated that per our employee handbook, all employees vacation time runs from January – December, however it also states that the Town Administrator can approve carry overs and we can probably approve those two weeks as carry overs. Tony stated that he would like to eventually share fuel and other expenses. Seth stated that the Board discussed a one-year contract so we could work out all these other issues and with that being said, if that suffices the vacation thing, Tonys other main issue would be having the ability to work between two communities and doesn't see any issue with that and could have that spelled out in the contract. Matt stated that the way they would like to go is

the same document they had with Tony and Lancaster with a couple differences. That simplifies things as far as getting something signed. If they are looking at an intermunicipal agreement, then it's going to take a bit longer. Matt suggested April contact the Town Administrator of Sterling. Seth stated that the Board is pretty much in agreement, and it needs to be finalized by Town Counsel.

Jamie Underwood made a motion to approve the condition of employment of the zoning enforcement officer with the date of June 30th, 2025 stricken, June 30th, 2023 installed, also with labor counsel edits, adding vacation clause, and authorize the chair to sign, Matt Mecum seconded. Voted all in favor.

Town Administrator Report to the BoS:

1. **Straw Hollow Engine Show:** This year's show is scheduled to be held on August 13th - 14th and will set up again on the upper field at Hillside. The field will open at noon on the 12th for event set up.
2. **Signing Authority:** While I am out of the office this June and August, Ali or a representative from the BOS will need to be authorized to sign off on bills and payroll. I would like the board to appoint and vote a designee to perform those functions in my absence.
3. **Rededication of Rte. 290 Bridge:** A color guard from the USS Constitution has been made available for the rededication of the Interstate 290 bridge as the Amsan John W. "Jay" Burkhardt, Jr. Memorial Bridge. A church service will be held at St. Mary of the Hills on Sunday, June 19th at 9:00 AM with a ceremony to follow at the bridge at 10:45 AM – 11:45 AM. Please let me know if you can attend the bridge ceremony.
4. **ARPA Expenditures:** Recently, the Town was awarded a significant grant (\$1,408,448.09) under the American Rescue Plan Act, (ARPA). Because the Town's award is well under the \$10 million annual exemption limit for flexible spending the guidelines supporting this grant allow the Town to spend the funds on essentially any government service. There are a few items that have come across my desk that I can apply ARPA funds to if the board approves.
 - a. CodeRED Subscription: The Fire Chief has requested to see if we could use ARPA funds to pay for this year's CodeRED subscription, \$4,536.00
 - b. Radio Communication Project. If the board so desires, we could utilize ARPA funds to reduce the amount of funds needed to borrow to pay for the Radio Communications Project.
 - c. RTNA Line: Verizon is decommissioning in place their copper lines which will affect the RTNA line we have running from 599 Main Street to 1001 Main Street for emergency radio communications within the school building. If the board approves, I would like to use ARPA money to pay for the new T1 line and the equipment needed to run the line.

5. **Real Estate and Personal Property Demands:** RE & PP demands were issued today from the Treasurer/Collector's office as well as FY22 Real Estate Supplemental bills.
6. **2022 Comprehensive Community Planning Award:** The Town of Boylston has been chosen for the CMRPC 2022 Comprehensive Community Planning Award. This award is being given to recognize the Town's commitment to the comprehensive planning process, continual efforts to strengthen the community, and tireless dedication to advancing community development. Members of the Selectboard and the Planning Board have been requested to attend CMRPC's Annual Meeting to be held on Thursday, June 9th.

Fire Chief Report to the BoS: Did not receive

Correct the account number for the Historical Commission Building Maintenance budget line from 5780 to 5770:

Seth mentioned this was a typo on the warrant.

Matt Mecum made a motion to correct the account number for the Historical Commission Building Maintenance budget line from 5780 to 5770, Jamie Underwood seconded. Voted all in favor.

Accept \$5,000/year gift for four years from LEI: Motorcycle for Police Department:

Skip. Waiting for letter from LEI. Move to another meeting date.

Update and discussion on Camp Harrington parcel and potential closing on May 25th. Vote to authorize Town Administrator or board designee to sign the acceptance page on the deed and the settlement statement:

April stated that she has been working with Spencer Holland from Mirick O'Connell to work on the closing for the property. To her knowledge, everything has been completed for the order of conditions placed on the parcel from the Conservation Commission except one item. There is fiber netting that was supposed to be placed over the slope either prior to hydroseeding or post hydroseeding. The hydroseeding company information has been given to the Board. The problem that we are facing is that the Conservation Commission has not approved the substitution at this point. April believes that the Greater Worcester Land Trusts Attorney is in the same mindset as April and Spencer to do a holdback of \$10,000; still move forward with the closing and then they have an opportunity to go before the Conservation Commission and ask for the replacement to see if it's going to be adequate. If it is, then we can release those funds to Greater Worcester Land Trust and if not, we would use that money to purchase the curlex blanket and put it down ourselves. Jamie stated that he has no problem with the \$10,000 holdback. April stated that they need to have this into the state by the end of May or they will not qualify for the Park Reimbursement.

Jamie Underwood made a motion to proceed with the Camp Harrington property with the \$10,000 holdback and allow the Town Administrator or Chair to sign, Matt Mecum seconded. Voted all in favor.

Stephen Madaus brought up the point that we may need reconsideration on the authorization on the \$10,000 holdback; he believes its \$1,000. Greater Worcester Land Trust was the intermediary between the developer and the town when the town could have a town meeting to appropriate funds, so GWLT stepped in and purchased it for \$150,000 but the developer took back a mortgage of \$140,000 so GWLT is only getting \$10,000 on the closing, so the holdback would be a net zero. Discussion continued, what the next steps would be and where the money would come from. Matt stated that unfortunately we need to move forward because of the timeline. Resident Elaine Jones mentioned the grant money and questioned if it could be used. The Board and April continued to discuss different routes they could take to find a resolution. April stated that when she first spoke with Colin Novak from GWLT he stated that their mission was for land conservation. They snapped up this property so another developer would not buy it and they want to see the town have it for conservation purposes. He has been saying that all along and she believes him when he says it. We are not renegotiating; we are only saying we would like to hold back money on things that did not get finished. April ended up suggesting the ARPA funds to cover the cost.

Matt Mecum made a motion to proceed with the Camp Harrington property with the \$1,000 holdback and allow the Town Administrator or Chair to sign, Matt Mecum seconded. Voted all in favor.

Vote to approve the maximum useful life of the communications equipment to be financed with the proceeds of the \$2,000,000 borrowing authorized by the vote of the Town passed May 2, 2022 (Article 20) is hereby determined pursuant to G.L, C44 Section 7(1) to be 10 - 15 years.

April stated she spoke with Nate from Motorola regarding this issue, and he stated that this is common when doing borrowing agreements as they want to make sure you are not spending too much money on a product that is only going to last a few years. He said that you can safely say 10-15 years. It should last 20 years. Seth stated that 15 years would make sense.

Jamie Underwood made a motion to approve the maximum useful life of the communications equipment to be financed with the proceeds of the \$2,000,000 borrowing authorized by the vote of the Town passed May 2, 2022 (Article 20) is hereby determined pursuant to G.L, C44 Section 7(1) to be 10-15 years, Matt Mecum seconded. Voted all in favor.

Approve Year-End Transfers:

Jamie Underwood made a motion to approve the four-year end transfers, Matt Mecum seconded, Voted all in favor.

Vote to approve ARPA expenditures:

- CODE RED Subscription: \$4,536
- Radio communication Project – Reduce the amount of funds needed to borrow
- RTNA – Verizon is decommissioning lines from 599 Main Street to 1001 Main Street
 - o Couple thousand dollars

Code Red: Matt, used it significantly during COVID. Can we check into seeing if it could get expanded to text messaging? Seth stated that he is okay with all three of those however the radio communication one, he would like to hold off on that for now because if there is another creative way to pay for it, we should look into that. Matt stated that we are six weeks away, so it doesn't need to be done tonight, but needs to get done sooner rather than later. Discussion continued on the expenditures. Seth stated that his only concern here is that on one hand, he loves the idea of using this big chunk of money we got to defray the costs of taxpayers, and on the other hand, he doesn't like the idea of taking such a large portion of that money and dumping it all into one project; he's conflicted. Jamie stated that the good thing about the radio communications project is that it's being used on multiple departments, Police, Fire, Highway, and Light. Matt stated that it warrants a discussion with the Finance Committee; a recommendation if they would rather borrow more or borrow less, and how much.

Matt Mecum made a motion to expend a number not to exceed \$3,500 on the RNTA line, Jamie Underwood seconded. Voted all in favor.

Vote to Reschedule July and August Board of Selectmen meetings; 07/18/22 to 07/19/22 and 08/15/22 to 08/22/22:

Jamie Underwood made a motion to reschedule July and August Board of Selectmen meetings; 07/18/22 to 07/19/22 and 08/15/22 to 08/22/22, Matt Mecum seconded. Voted all in favor.

Vote to set bargaining team for CBA negotiations: Police and Dispatch Units:

April stated that herself, Kim Kohler, and Jeff Vander Baan would do well and report back to the board. We would have most of our meetings during the day and try to get this taken care of. April added that Kim has already been looking at the CBA Agreement and can get it to the Board electronically, and if there is anything they want to change or add, we will have an Executive Session at our next meeting on June 6th to discuss.

Jamie Underwood made a motion to have the bargaining team for CBA negotiations with Police and Dispatch be the Town Administrator, April Steward, HR Administrator, Jeff Vander Baan and Kim Rozak as Attorney, Matt Mecum seconded. Voted all in favor.

Approval of meeting minutes: 05/02/2022

Seth didn't approve motion to go into Executive Session because he was chairing the meeting. Article 27 – CPA: Had that Seth moved that article, but Alison LeBlanc from Parks and Rec did.

Jamie Underwood made a motion to approve the meeting minutes from 05.02.2022 with changes, Seth Ridinger seconded. Voted all in favor.

Selectmen's Miscellaneous:

- Selectmen's Goals for next meeting

At 8:47 PM, Matt Mecum made a motion to adjourn, Jamie Underwood seconded. Voted all in favor.

Respectfully submitted,

Alison Mack, Assistant to the Board of Selectmen

Meeting Materials

Agenda

On File in The Board of Selectmen's Office