

Board of Selectmen

Date of Meeting: Monday, November 14th, 2022

Time: 6:30 PM – 6:59 PM

Members Present: Remote Meeting: Chair Seth Ridinger, Selectmen Matt Mecum and Jamie Underwood; and April Steward, Town Administrator

The meeting commenced at 6:30 PM.

Pledge of Allegiance was recited.

**Close Special Town Meeting Warrant:**

Town Administrator April Steward read off the five requests received for warrant articles:

1. Radio Communications Free Cash request $1,300,000
2. FY22 Bill Free Cash Request $1,351.25
3. Ambulance Receipts Reserved Transfer $11,000
4. Tahanto Facility Assessment Free Cash $34,000
5. Community Preservation Committee By-Law Adoption

Elaine Jones stated that the bylaw is spelled out by the Community Preservation Act; 90% of is is the same as the act. There are three things that you need as Selectmen to decide:

1. Do you want to have seven or nine members?
   1. Five members come from the five boards
      1. Planning
      2. Conservation Commission
      3. Parks and Recreation
      4. Housing Authority (not active at the moment – can designate someone in the community that has an interest in affordable housing)
      5. Historical Commission
2. Do you want those positions appointed by Selectmen or elected?
3. Decide the term of office. Most communities have a three-year term and they have them staggered so you do not have people leaving at the same time.

You cannot do anything with the money until you have a CPC – Committee and that committee has to have a plan. They must interact with the town boards and have a public hearing and come up with town needs. They must create an application and submit a budget at the Town Meeting. At the May town meeting, they will need to present a budget. Even though the funding does not start until July 1st. 5% of that can go towards administrative costs for the committee; some of that 5% could be used in forming the plan, holding a public meeting, setting up an ad in the newspaper for the hearing. They will not have any money until they have a budget approved at Town Meeting. If it does not go on the STM, in May 2023, it will prolong everything.

Jamie Underwood stated that he doesn’t believe it’s the best idea to create a bylaw at a Special Town meeting where the quorum is much lower. The Town Council suggested to the Town Administrator that the Board of Selectmen hold a public meeting with the CPA Committee in its entirety and kind of get more of an understanding of what they are looking for that would best fit the needs of the community. Matt stated that tonight’s meeting is just regarding if we want to put a placeholder on the warrant for the Community Preservation Committee bylaw adoption or not; we can discuss all these other items involved at a future meeting. April agreed, but let the board know of the timeframe in which she needs to get things done if they want to move forward as her assistant is out on leave. Discussion continued regarding the timeline. Matt stated that he is fine with putting a placeholder in there for this item, as long as everyone knows that it may not get voted on at this Special Town Meeting. April stated that this bylaw would go a lot smoother if we did have feedback in an open meeting from residents as to what people were looking for in this committee. The Board will need to be prepared for questions at the Special Town Meeting if they are sponsoring this article; She would like to see the board more prepared with feedback from the community but will support the board in whatever they decide. The board decided that they will try to see if they can move forward for Mondays meeting and if not, then it is what it is and will have to get pushed back to the Annual Town Meeting.

Meghan Grill from the School Committee attended the meeting to discuss the Tahanto Facility Assessment. She stated that they are looking to do a survey/building assessment at Boylston Elementary School because they believe the building needs a few items but are not sure what. Its going to cost around $34,000; Berlin had one done last year for their elementary school and are already starting to work on upgrades for their building. They are hoping to get it on this Special Town Meeting warrant. Seth mentioned that they will be meeting with the Finance Committee on Monday. Normally they try to stay away from articles that have to do with money at Special Town Meetings, but if anyone is available to attend the meeting on Monday to state their case would be a good idea.

*Matt Mecum made a motion to close the Special Town Meeting warrant scheduled for December 12th, 2022, Jamie Underwood seconded. Voted all in favor. Jamie: Yes, Matt: Yes and Seth: Yes.*

*At 6:59 PM, Jamie Underwood 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

Warrant for STM On File in The Board of Selectmen’s Office

Town of Boylston Capital Plan Request FY24 On File in The Board of Selectmen’s Office

STM Warrant Articles Received On File in The Board of Selectmen’s Office

Stephen Madaus By-Law response On File in The Board of Selectmen’s Office

Lee CPC Bylaw On File in The Board of Selectmen’s Office

Lancaster CPC Bylaw On File in The Board of Selectmen’s Office

Elaine Jones Email On File in The Board of Selectmen’s Office

Elaine Jones Email (2) On File in The Board of Selectmen’s Office