



Town of Boylston 221 Main Street, Boylston, MA 01505

## Board of Selectmen Minutes 08/17/15

Date of Meeting: Monday, August 17, 2015  
Location: Town Hall, 221 Main Street  
Time: 6:30 PM – 8:14 PM  
Members Present: Chairman James Wood; Jamie Underwood; Stephen Madaus, Town Counsel; Marty McNamara, Town Administrator; Lori Esposito, Administrative Assistant  
Absent: Michael May (remote access via telephone)

The meeting was called to order at 6:30 PM by Chairman Wood.

### **Report of the Town Administrator to the Board of Selectmen:**

***Electric Vehicle Grant:*** The state program makes \$7,500 available to municipalities for electric vehicles along with another \$7,500 for a charging station. The TA feels the Town could save approximately \$3K in mileage expense for the Building Inspector and the Treasurer's office. Following application for the \$15K we have been approved. The Leaf SV appears to be the best vehicle for our purposes. This vehicle is not on the State Bid List so the TA solicited quotes from three dealers in the area. Using the \$7,500 as a down payment, along with Nissan incentives, the lowest quote is \$124.27/month, which includes registration, inspection, delivery to Boylston, roadside assistance, one year of tire rotation, delivery orientation and battery-use reports. It will be necessary to pay \$7,500 up front and be reimbursed by the state.

The TA recommends going with Clipper Creek Charging Station (on the state bid list) at a cost of just over \$2K. The bottom line is that we can get an electric vehicle, with the charging station installed, for \$124/month for 36 months, or \$1,488/year. The Building Inspector's mileage stipend alone is \$2,400/year and the Treasurer's is \$600. That would give us a savings of \$1,600/year.

*Jamie Underwood motioned to approve the purchase of the electric vehicle and the charging station as suggested by the Town Administrator. Mike May seconded the motion. Roll call vote: Jamie Underwood: Yes; Michael May: Yes. Jim Wood abstained.*

***Gough House Lease:*** A one-year extension of the lease, as drafted by Town Counsel, has been approved and signed by the Hillside Restoration Project, Inc.

*Jamie Underwood motioned to approve the one-year lease extension. Mike May seconded the motion; voted all in favor.*

***Shared Owners Project Manager:*** Town Counsel has drafted a Request for Qualifications (RFQ) for a shared Owners Project Manager for the Highway building and the Library project. Counsel has made a few changes that the Library Building Committee requested. With the Board's approval, we will go forward with the RFQ. The cost would be split and billed separately, according to hours spent on each project.

*Jamie Underwood made a motion to put out the RFQ for shared services for the DPW and Library projects. Mike May seconded the motion. Roll call vote: James Wood: Yes; Mike May: Yes; Jamie Underwood: Yes.*

***Sewall Street Gravel Pit:*** Town Counsel has prepared the RFP which needs approval by the Board. Once approved, we will advertise and should start receiving proposals very quickly. Jamie Underwood asked if we should await possible zoning changes at the October meeting. The TA said there will not be any zoning change in time for a Special Town Meeting. There is not enough time to have hearings for the Planning Board. It will be a year from now before they could complete a proposed over-55 by-law.

Mike May said Dr. Baker of the Planning Board noted it might be prudent for the Compass Pointe

development owners to propose their specific request for an over-55 development at Compass Pointe. Jamie Underwood would like to hold off on the Sewall Street property until we know the true value and get the full potential for the property-use. Jim Wood agrees but feels we would need to list the worth, based on zoning changes, to allow over-50 use. Otherwise, we could see what we get now and then reject any bids. Mike said we have an opportunity to put an RFP out and see what we get.

Discussion regarding the difference in the value of land now versus with additional zoning. It is currently assessed at \$280K, per the TA. Jamie said he doesn't want to have people take the time to put in proposals only to have them rejected. Mike said what precludes us from asking for a contingent price on an outright sale as is with the price being subject to zoning approval. Jamie said we should find out what it's worth as is. Possibly we should go out for an appraisal.

The Board agreed to have the TA pursue an appraisal of the land.

**Mile Hill Road Cell Tower RFP:** In 2012 an RFP was issued for the lease of a portion of the old Town dump on Mile Hill Road. As a result U.S. Cellular was granted a one-year inspection period with an option to leave for an initial five-year period with three additional extensions of five years each. The one-year inspection period passed without exercise of the lease option. Mr. Chris Hesse, President of U.S. Cellular, now wants to extend the option period an additional six months. The reason being that Verizon has recently approached U.S. Cellular with an interest in subleasing. Stephen Madaus said to comply with 30Bk, we would need to do a new RFP.

**Bonds for Projects:** The funds from the bonds for the DPW building and the Library project have been received by the Treasurer. The Town Accountant is setting up accounts for these funds. There will be three separate accounts: one for the DPW, which will include funds from the bonds, the Highway Stabilization funds and the Capital Improvement funds that were transferred at Town Meeting; one will be for the Library building, which will include bond funds and any donated funds. The State Grant funds, received as a result of Representative Naughton's efforts, will be held in a separate account because of our need to document and verify when and how these funds are spent. They must be spent by June 2016.

**Food Pantry:** Bob Bourassa has determined what work will be required to move the food pantry to make room for the Library. Some electrical and phone work is necessary, as well as some framing and wall work. The estimated cost will be \$6,500 and the figure has been provided to the Library for their approval.

**Linden Street Paving:** The RFP has been advertised. Bids will be received until Wednesday, August 19, at which time they will be opened. A project start date of Monday, September 14 has been established, with a completion date of Friday, November 20. Because the Board will not meet again until September 14, it might be requested to meet briefly one morning next week to award the contract to the winning bidder.

**DPW Building** project continues to move forward. The layout of the building has had to be altered to keep away from the 100' wetlands buffer. The Highway crew has done some additional test pits.

**Hot Water Installation** at Town Hall is complete. Attached to this report is a list of other projects that Bob Bourassa has either completed or planned. Bob's work has saved the taxpayers a great deal of money since he has been on the job.

**FY'16 Budget:** The state has passed a Fiscal 2016 budget. We received notification from Representative Naughton's office that he has again secured \$25K for the Town for hosting the Police Academy. In addition, he has secured \$60K for the establishment of a van for the seniors and Paratransit Service by the WRTA. The TA has been working with both the Representative's office and Connie Mellis of the WRTA to find the best method of providing this service to the Town. Possibly, the WRTA would purchase a van under their procurement program and then give it to the Council on Aging. The COA would then be responsible for the operation of the service, such as securing drivers, schedules, etc. The \$60K would go directly to the WRTA for the purchase of a van.

**Police Academy Lease** has been executed.

**Past-Due Taxes from Developers:** The TA has notified our inspectional services group that no services should be provided to any developers who are in arrears on their taxes to the Town. This creates a hardship of sorts on some developers; however residential taxpayers should not bear the burden of developers not fulfilling their obligations. Within six days of that directive, developers came forward and paid their delinquent taxes amounting to over \$53K.

**Algonquin Gas Company Pipeline:** Preliminary information from Algonquin regarding their plan to build a gas pipeline through Boylston has been received. Residents in the proposed Study Corridor will receive letters notifying them of the Study and asking for their permission to do survey work on their property.

**Verizon FIOS:** A resident called stating he had spoken to a Verizon representative and was told that Verizon had everything in place to provide FIOS service to Boylston residents but someone in Boylston was holding it up. I then contacted Ellen Cummings, Regional Director of Government Relations, to inquire about this. She came to Town Hall and met with Lori and the TA and expressed her apologies for this misinformation. She has provided a letter stating that Verizon is not expanding into any municipalities at this time. The letter is posted on the Town's web site.

**Old Computers:** There are a number of old computers stored in the basement, which are no longer being used. The TA requested the Board declare them as surplus and approval their disposal. Stephen Madaus said an inventory of the computers would be preferred prior to disposal. The TA will supply an inventoried list before disposal.

**Route 140 Sewer Study Proposals** (Jim Ricciardi, BMC member, present.)

Three proposals for the sewer study were received and reviewed by the Business Marketing Committee on Wednesday, July 29. The Committee felt that all three firms were well qualified to perform the study and, after some discussion, voted unanimously to recommend the firm of On Site Engineering of Franklin, MA for the study. Their bid was \$24,900, the lowest of the three firms. Mr. Ricciardi said he has worked with On Site Engineering in the past and feels they are a good choice and the best value for the Town.

The TA noted that prices were not reviewed until after qualifications were reviewed and the company selected. On Site was selected and happened to be the lowest cost.

*Jamie Underwood made a motion to approve On Site Engineering to perform the study. Mike May seconded the motion. Roll call vote: James Wood: Yes; Mike May: Yes; Jamie Underwood: Yes.*

**7:15 PM Recess:** the Board went outside to view the new ladder-fire truck. Mike May left the conference call.

**7:25 PM Report of the Fire Chief to the Board of Selectmen:**

**Responses:** Fire and EMS calls continue to increase. Advanced life support calls have increased approximately 20%. The Department responded to several brush fires both in Boylston and Northborough and Shrewsbury.

**Apparatus:** The new aerial ladder truck was delivered two weeks ago and the first round of training by the manufacturer has been completed. The truck is now in service. A new set of battery operated Hurst Jaws of Life tools have been placed in the truck. The Department has not been able to auction off the old truck as of this time but one business is willing to purchase it to be used as a flatbed truck. They plan to make an offer this week; Greenwood Emergency Vehicles offered us \$1,000 as scrap value on the truck; we hope to get more for it. A new car has been ordered through the state vehicle bid list from Liberty Chevrolet in Arlington. A Chevy Tahoe was the preferred vehicle but none will be available until February or March so a Chevy Traverse has been ordered. The cost of the vehicle is \$36,944, including a \$2,500 trade in for the existing Car 1.

**Audit Review/Documentation:** The audit brought up the difference between ambulance billed amounts and collected amounts. A previously discussed the difference is based on the type of insurance the patient has. We modified our ambulance abatement procedure to include a six-month review of "uncollected claims" by the Board of Selectmen. A summary of ambulance receipts from January 1 to June 30 has been submitted to the Board for review. The total billed for this period was \$129,004.28 and \$66,489.23 was collected, leaving a write-off amount of \$62,515.65. The majority of calls represent Medicare or other "over 65" insurance coverages where we are not allowed to bill the patient for any balance.

**REPC:** The Department continues to participate in the South Wachusett Regional Emergency Planning Committee. The Committee, made up of representatives from Boylston, West Boylston, Sterling and Holden, is responsible for emergency management activities throughout the region under the guidance of MEMA. The Committee must be reaccredited through MEMA every three years. One main benefit of this Committee is grant money which, in the past, has allowed us to purchase portable lighting equipment, generators and computer

equipment.

**Fire Prevention:** Sprinkler and fire alarm tests have been conducted at Tahanto and Boylston Elementary. Walk-throughs of each school have been scheduled. The Chief assisted West Boylston Chief Welsh with the annual inspection of the Worcester County House of Correction. We also reviewed the jail's emergency procedure plan.

**Training:** The department will participate in a full-scale train derailment drill in West Boylston on October 15. This will include participants from the DCR, MWRA, PanAm Railways, MEMA, Mass State Police along with the Clinton, Holden, Sterling and West Boylston fire departments. Chief Flanagan will assist with coordination of the drill.

The Chief is one of three chiefs from Massachusetts invited to will attend a week long class at the National Fire Academy beginning Sunday, November 29. This class will cover developing and organizing an incident safety plan for all types of incidents, including building fires and natural disasters.

Firefighter/EMT Maria Luckette completed a Firefighter I/II class in Holden and obtained her certification. EMT Tim Donohue and Sam Lavoie are enrolled in a Firefighter I/II class beginning in September in Sterling.

**Report of the Building Inspector to the Board of Selectmen:**

Tony Zaharaidis provided a list of building, plumbing and electrical permits issued in June and July. For building permits, in June, \$3,856 was collected and in July \$1,160. Plumbing permits for June were \$1,276 and July \$844. Electric permits were \$925 in June and \$1,575 in July.

**7:36 PM Hearing – ABCC Dragon 88 transfer of license application**

Attorney Richard Ricker of Shrewsbury was present to represent Mile Chong (proposed new manager). A new corporation, with Jack Chen as President, has been formed, named New Dragon 88, Inc. Mr. Chong has been the assistant manager at Chopsticks in Leominster for ten-plus years in addition to several roles in the food industry. He is Certified TIPPS trained; Red Cross certified and a Certified Food Manager.

They plan to make improvements to the restaurant.

*Jamie Underwood motioned to approve the transfer of the ABCC license from the Dragon 88 to the New Dragon 88. Jim Wood seconded the motion; voted all in favor.*

**Chris and Lindsey Katz:**

This couple wants to build a house on a Flagg Street lot but the frontage is not on an existing street. They are proposing to extend the street, which is a public way, adding about 32 feet and extend it into a cul-de-sac. They would also widen the road (full length) to full width. The DPW Superintendent said it was okay as long as the work is performed to Massachusetts DOT specs.

Stephen Madaus said they can improve up to where the current road ends. The cul-de-sac addition would be subject to Planning Board subdivision approval.

Mr. Katz said the street extends all the way to Shrewsbury on paper. Stephen said if the cul-de-sac goes outside the boundaries of a public way.

Bill Manter of the Planning Board (present) suggested a cul-de-sac to obtain necessary frontage. Then just come back to the Planning Board for one lot subdivision approval.

*Jamie Underwood motioned to approve improvements to Flagg Street up to and including the turn-around and existing edge of pavement, subject to Planning Board approval of one-lot subdivision on the cul-de-sac as shown on the plan presented.*

**Special Town Meeting October 19, 2015.**

Since zoning changes are no longer happening and nothing else is urgent, there is no need for a Special Town Meeting.

**Meeting Minutes:**

*Jamie Underwood motioned to accept the meeting minutes of March 17, March 30, April 13 and April 17 as written. Jim Wood seconded the motion; voted all in favor.*

A meeting has been added to the schedule for August 28, 2015 at 9:00 AM for the purpose of awarding the Chapter 90 contract.

On Thursday, August 19 there will be a meeting with the MWRA at the Clinton sewerage treatment plant and then walk across the dam to have lunch at the base of the dam at noon. The Town Administrator, Steve Mero and Mike May plan to attend. All are invited.

**Stop the Pipeline – Bill Manter:**

A new project called Atlantic Bridge is planned to co-locate along northeast power lines from West Medway to NSTAR at the Northwest Cutoff in Worcester.

Hopefully, Algonquin Gas will stay out of Boylston and instead go through Shrewsbury High School and the Worcester Sand & Gravel pit lines.

*8:14 PM Jamie Underwood motioned to adjourn. Jim Wood seconded the motion; voted all in favor.*

The meeting was adjourned at 8:14 PM.

Respectfully Submitted,

Lori Esposito,  
Administrative Assistant  
Board of Selectmen