



**Town of Boylston 221 Main Street, Boylston, MA 01505**

## **Board of Selectmen Minutes 09/28/15**

Date of Meeting: Monday, September 28, 2015

Location: Town Hall, 221 Main Street

Time: 6:30 PM – 7:55 PM

Members Present: Chairman James Wood; Michael May; Jamie Underwood; Marty McNamara, Town Administrator; Lori Esposito, Administrative Assistant

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:** The new electric vehicle was delivered on September 16. Significant savings will be had in mileage reimbursement costs. The Town will receive partial reimbursement in the amount of approximately \$11K from the state.

**Charter cable** prices will be increasing as of the November billing

**New DPW Garage:** Plans have been approved by both the Conservation Commission and the Planning Board; bid documents should be available in about ten days. The ground breaking ceremony is tentatively set for Friday, October 9 at 10:00 AM. It has been suggested that the building be named the “Frank Reale Highway Garage.”

- Weston & Sampson engaged an independent company to give an estimate of the project cost. Their estimate was \$700K higher than the original; however, this firm typically estimates on the high side. Mike May said it is distressing to continue to see another estimate so far over our budgeted amount.
- Both the Highway building and the Library Project need an Owners’ Project Manager (‘OPM’). It had been agreed that a shared OPM be used. A RFQ was advertised and four firms responded. However, the TA feels that Bob Bourassa could act as the OPM for the Highway building. The Library Committee is fine with selecting their own OPM from the four firms which responded. Stephen Madaus said an OPM is important on a project, specifically when needed to advise the Town regarding change orders, plans versus specs, etc. Mike asked what the spread is between the cost of an external versus internal employee on the total project. The TA said it is hard to know how many hours it would take but, for example, for a ten-hour week it would be \$400 versus \$600 a week over the course of the project. Mike asked what the implications are for the Library not to share an OPM. The TA said the top two firms are still interested in the job without the DPW building being involved. Brad Barker of the Library Trustees said emails were exchanged last Friday on this subject. He asked Stephen Madaus if it is in line with state regulations with no recourse to the Town.
- Stephen said the TA had asked if it would be permissible and, in his opinion it is. The RFQ included DPW and Library projects but does not include pricing. The scope might be narrowed because prices were not submitted, only qualifications for services to be performed. The question is, would there have been a more extensive pool of candidates had we done a RFQ for the Library only. It is only speculation that money would have been saved if we had a shared OPM on both projects.
- Brad Barker said the selection process in the RFQ was very specific. Do we now have to follow that as well? Stephen said we would need to follow it as outlined in the RFQ for selection. Brad asked who will negotiate when we get to that process. Jamie Underwood noted that Mr. Barker knows the project and they would follow his recommendation.
- The Board agreed a joint meeting would be best after interviews are completed. Brad had questions regarding procedure, order of negotiations, etc. Stephen reviewed procedure. Brad said he would be in touch with the TA to proceed. Gene Therriault (in the audience) asked if the evaluation team has been redefined now or do we still have the original members. Stephen said to stay with the original team members.

*Michael May motioned to appoint Bob Bourassa as OPM for the highway building project, effective October 5 or a term of one year, to be reappointed as required. Jamie Underwood seconded; voted all in favor.*

**Gough House Renovations:** A joint working session of the Selectmen, School Dept. and the HRP for the possible use of space in Gough House by the BBRSD on Friday, October 2 at 9:00 AM.

**Sudbury Valley Trustees:** Ashley Davies indicated they were ready to move forward with a conservation restriction regarding Town-owned land off Linden Street. Mr. McNamara informed Ashley that the Board of Selectmen were not inclined to move forward and spend more money on title exams until information was received regarding what funds the Town would receive. Ashley said she thought the Board wanted to retain ownership of the property and turn it over to ConComm with restrictions. Sudbury Valley Trustees would then be contracted to maintain kiosks, trails, etc. and the Town would receive no funds. The TA said he did not recall that happening at the recent meeting.

- Regarding TriCounty, Mike May said they would have stewardship of Town land; they never stated that \$300K would go to the Town; that was the value of the land. He also didn't recall them promising payment. Jamie Underwood said they were supposed to get back to us with details; this is the first we have heard from them. Mike May said they have had conversations with him. Jamie said that is not the appropriate way to be having conversations.
- Marty McNamara clarified that, in the presentation, the value of the land was \$326K, not the amount to be paid to the Town but there would be some sort of payment to the Town for the land.
- Town Counsel can't get clear title for all of the land; SVT is not spending money on title searches until the Town commits to what they will be doing with the land. If the Town wants to maintain control, SVT will not pay anything to the Town but will move forward with obtaining grants. Stephen Madaus said the title company had difficulty with some of the parcels and worked on it for quite some time. Jim Wood said he was under the impression we would get a dollar value from SVT for the land.

**Camp Harrington:** Ashley said they were awaiting an appraisal on the Camp Harrington property and would present it to the SVT Board of Directors. Mike May said Camp Harrington is not applicable here; it is outside of the Board of Selectmen's consideration.

**Business Marketing Committee:** The committee met with the president of the engineering firm selected to do the sewer study. The firm indicated the study should be completed by year-end.

**Algonquin Gas Pipeline:** The information meeting for this will be held on October 15 at the Italian American Victory Club, 15 Dewey Rd, Shrewsbury.

**Pleasant Hill Farms:** An email was received from a resident. The Greater Worcester Land Trust is advertising public hiking trails. The trails are abutting this resident's backyard and there is concern about people being so near his property. The Board feels this is a private issue. Stephen said we do have a sign bylaw. See the email from Laurie Levy. The Board agrees with the Town Administrator that the homeowners association needs to meet with GWLT.

**Cultural Council Appointments:** The following new volunteers were appointed to the Cultural Council:

Laurie Benson	Two-year term
Kate Chatellier	Three-year term
Bev Fletcher	Two-year term

*Jamie Underwood made a motion to appoint the members as listed above. Mike May seconded the motion; voted all in favor.*

**Asian Longhorned Beetle Update:** Tony Virgilio, ground survey supervisor and community liaison coordinator with the USDA, appeared before the Board. They have surveyed a 110 square mile area. There are fewer infested trees and they plan to complete their work in three years. Level One is qualified as one half mile from the infested survey area; Level Two is one mile away. He does not currently have any budget numbers. He reviewed the general areas of infestation. Behind Tahanto, there are 22 acres to be surveyed, as well as a one-mile radius around that. Survey teams will be seen around the area over the next few months, beginning in mid-October.

- Jim Wood Asked what percentage of beetles have been eradicated so far. Tony said he does not have a percentage number. They have been going over infested areas repeatedly until they are confident they are eradicated. Jim asked how much money has been spent on the program to date and Tony

said approximately \$150M.

- Jamie Underwood asked if more are found, when would replanting happen and would that be okay with the DCR. Anthony said they do not replant; the forest will naturally regenerate. They might replant behind Tahanto for a buffer where the track is.
- Mike May asked, if a homeowner's trees have died since replanting, will they be replanted? Tony said to call 508-852-8073 with questions. Mike asked when firewood and transport restrictions be lifted and Tony said we first need to go through a cycle to confirm there is no infestation; he is not sure of the time frame.

**Selectmen's Meeting Minutes:** The minutes of August 17 and August 28 were approved as presented with the exception of one typographical correction.

*Jamie Underwood motioned to approve the August 17 and August 28 meeting minutes. Jim Wood seconded, voted all in favor.*

**Tuition Reimbursement:** Lori inquired about taking advantage of the tuition benefit currently being offered to other employees. Also, she feels a policy should be in place to use that budgeted tuition money and also that any employee should be offered the option, not just one department. A discussion was held regarding possible budget options/policies. Jim said "No, the Town should not have that expense." Mike May said he is a fan of investing in employees becoming professionals and promising managers. The Town would be the beneficiary of it investing in its employees. Jamie Underwood said he had reservations about how to limit the cost. Jim said maybe we should survey some other towns. Mike said he is supportive of looking further into it. The TA will look at what other towns offer.

**Library Contents to be Moved:** Stephen Madaus said he is working on an RFQ for moving the contents of the Library to Town Hall. He discovered that Library furniture is not considered office furniture, so it is not subject to prevailing wage rates. This project is under \$35K, so just three quotes are needed.

*At 7:55 PM, Jamie Underwood motioned to adjourn. Mike May seconded; voted all in favor.*

The meeting was adjourned at 7:55 PM.

Respectfully Submitted,

Lori Esposito,  
Administrative Assistant  
Board of Selectmen