



Board of Selectmen

Date of Meeting: Monday, June 18, 2016
Location: Town Hall, 221 Main Street
Time: 6:30 PM – 9:16 PM
Members Present: Chairman James Wood; Michael May; James Underwood; Marty McNamara, Town Administrator; April Steward, Administrative Assistant to the Board

The meeting commenced at 6:30 PM.

Financial Warrants were signed in agreement.

Report of the Town Administrator to the Board of Selectmen:

- ***CBA with Dispatchers Union:*** Signed by the board. This agreement was previously approved by the board and the union took some time to review and sign off on it.
- ***School Department surplus:*** Board needs to also declare items as surplus so the school can dispose of them. Jaimie Underwood motioned to approve the items as surplus. Mike May seconded the motion; voted all in favor.
- ***COA Senior Van:*** Has arrived and is registered and ready to go. COA is looking for volunteers to be trained to drive the van a few days a week. Contact Jane Meegan at COA if interested.
- ***GASB 45 Report:*** Actuarial report showing the Town's OPEB Liability has been completed.
- ***2 Articles from Town Meeting that we petitioned the Legislative for have been approved by House Counsel:*** They are awaiting scheduling for votes.
 - Article regarding sale of Elmwood Place should take a few weeks
 - Article involving Chief Sahagian working past 65 years of age will be acted upon soon.
- ***Chief Sahagian's contract:*** Has been signed by him and is awaiting BOS signatures.
- ***Gough House Lease:*** Rewritten by Town Counsel and is awaiting BOS review and approval
 - Mike May expressed disappointment in lack of definition of goals so far. Jaimie Underwood brought up the fact that they need a longer lease in order to obtain grants. Currently they have a five year lease with a five year renewal. Mike May would like to give them 10 years if they would show up with a viable Sponsor. TA will forward the lease to The Hillside Restoration Project with the desire of the BOS to have them identify a Sponsor and some clearly defined milestones.
- ***Selectmen's Chamber:*** Redesign of layout of Selectmen's office discussed. Main entrance to the Selectmen's office stays closed due to loss of A/C and heat into the main lobby area. Additionally the layout of the chambers makes it difficult to hold Executive Sessions unless they are held at the end of the Selectmen's Meetings. Reconfiguration would direct flow of people to now existing TA's office which would allow the Selectmen's office to have an open door policy to the public, and a private meeting room in the TA's new office which would be larger and more accommodating for groups that currently cannot meet in his office due to overcrowding.
- ***Spectra Energy Letter:*** Spectra Energy is sending out a letter to all landowners in town to clarify any misinformation that may be circulating. Letter is going out the week of July 18th.
- ***Owner Project Manager Report:*** Updating BOS on the overall progress of the new Highway Building. Light pole bases and conduit have been installed. Masonry is nearly complete. Siding panels have been installed and roof panels are being installed. Some roof panels arrived damaged but were covered by manufacturer and replacements are being installed. Tight tank is expected to be delivered the first week of August. Once envelope of building is tight, interior trades will be in full force. Anticipated completion date is early October.

- **SVT:** Could not make the meeting tonight. They are requesting a meeting be scheduled in the future. TA advised to let him know once they have all their documentation in place and we will go from there.

Report of the Highway Superintendent to the Board of Selectmen: Hwy Dept. is done with spring cleanup activities. They continue to monitor beaver activity in town. Several catch basins on Pleasant Lane and Maple Way are in need of repair due to high level of ledge in the area and are being rebuilt. Catch basin cleaning in town is ongoing, south of rte. 70 has been completed and they will be moving along rte. 140 corridor and north/east side of town. Road side mowing has begun on Main roads and then secondaries will follow. Town mower keeps breaking down and parts are manufactured overseas and take longer to obtain. May need to look into upgrading the mower with a domestic model in the future. Hwy Dept. continues to patch various areas in town. Bid opening for Edgebrook Drive paving will take place July 27th at 12:30 PM at MOB. Fall collection of Yard Waste has yet to be set.

Steve Mero will be looking into pricing for replacement windows for Town House. Possibility of performing installation themselves on 1st level windows and subcontracting out the 2nd level windows. Replacement of outside lighting around the Town House to more energy efficient LED lights. Lighting and accessories inside the building has already been updated. Mike May inquired about the chair lift that is in place currently at the Town House and discussion ensued as to other alternatives that would be ADA compliant and cost effective.

Cemetery – current list of interments was submitted

Town Wide Cleanup – Town wide cleanup was a huge success and very much appreciated. Mike May brought up that he observed that not shortly after the cleanup event, there is litter all over town once again. He noted it was not a cleanup issue, it is a littering and enforcement issue. Does the town have signs that will state what the penalties are for littering? Steve Mero said he can obtain any signs that the town may need for littering enforcement.

Michael Hays Certificate of Recognition: Michael Hays of 331 School Street received a letter of recognition and expression of sincere thanks from the BOS for his willingness to serve our Country in the United States Army. He will be starting boot camp on August 9, 2016 and will be serving in the Army for a total of 8 years. The BOS wishes him the best and prays that he remains safe during this endeavor.

Report of the Chief of Police to the Board of Selectmen:

- ***Crime Statistics*** were presented.
- ***Chief's schedule:***
 - April 5 Attended Chiefs in Service training at MPTC Boylston Police Academy
 - April 6 Mass Chiefs Trade Show in Marlboro, MA
 - April 7 On Call Worcester District Court
 - April 8 1st round of negotiations with police officers and dispatchers
 - April 14 Ticket hearings at Clinton District Court
 - April 15 2nd round of negotiations with police officers and dispatchers
 - April 24 Attended First Congregational Church Public Safety Church Service and Brunch
 - April 27 Drug awareness and Bullying class to BES 5th graders
 - April 30 Cyprian Keys Prom detail
 - May 2 Town Meeting
 - May 3 Attended Chiefs in Service training
 - May 10 Follow-up on theft and identity fraud
 - May 14 Attended First Congregational Church breakfast fundraiser
 - May 16 Attended meeting on proposed 85 School St. building project
 - May 19 Ticket hearings at Clinton District Court
 - May 19 Attended Lori Esposito's farewell luncheon
 - May 24 Traffic detail for BES field trip to Town Common
 - May 24 Dispatcher negotiating meeting at Police Department
 - May 25 Met with Engineer for Shrewsbury Street Gulf station rebuild

- May 27 Attended Officer Tarantino's funeral in Charlton, MA
- May 30 Memorial Day
- May 31 Meeting at Tower Hill in regards to traffic backing up into French Drive and route 70
- June 1 Akiy checked computer systems for virus threats
- June 7 Attended Chiefs in Service training
- June 8 Worcester Juvenile Court
- June 10 Ticket hearings at Clinton District Court
- June 17 Police Department training at Worcester County Sheriff Department's range and practiced building clearing at Annex
- June 24 Comp Day
- June 25 3rd Annual Salute Our Veterans Motorcycle Ride came through town. Blocked traffic when they came down rte. 70 and onto rte. 140.
- June 27 Attended welcome coffee meet/greet for April Steward
- July 2 Overtime cost savings 7-3 shift
- July 7 Ticket hearings at Clinton District Court
- July 8 Comp Day
- July 12 Met with a resident and held a conference call with the 1st Assistant District Attorney in regards to a parole hearing
- July 15 Comp Day
- July 15 Around 50 residents threw a luncheon for the Boylston Police Department to show their appreciation.
- July 18 Met with Tower Hill about traffic planning and upcoming Free Fun Friday on July 29
- July 18 Took delivery of Tasers. Training and certifications will ensue.
- July 29 Overtime cost savings 11-7 shift
- August 5 Ticket hearings at Clinton District Court
- August 26 Ticket hearings at Clinton District Court
- **93C Unmarked Explorer:** Once received the old one will be stripped out and replaced. Once that process has been completed that will become the TA's vehicle.
- **M4s have all been updated**
- **Boylston Police Facebook Page:** Became operational on March 31st. Many positive comments from residents. Has also been beneficial in crime prevention with tips that have come in.
- **Litter:** There is 2 MA General Laws and Boylston has a by law on the books in regards to littering. Boylston PD does follow up on litter and tracing it back to responsible individuals if possible.

Steve Mero spoke up from the audience to thank the PD for the R.A.D. (Rape Aggression Defense Systems) program that has been offered in town. Four classes that run over 2 consecutive weeks. Class is open to all women, any age. Seniors in High School preparing for college seem to be the most interested in the class.

Report of the Building Inspector to the Board of Selectmen:

- Building Permit Report was presented
- Barnard Hill 1st Occupancy Permit 7/18/16
- Fees dropped off in April due to bad weather/late Spring

Conservation Commission (Joe McGrath):

- Continuance of conversation on disposition of 7 lots voted on at last Town Meeting to be put into Conservation Status
- Last meeting several action items were given by BOS for Con Comm to take a look at.
 - Draft Regulations and the process of setting/modifying them.
 - Potential of putting restrictions into the Deed as part of the transfer.
 - Address issue of access to the lots, notification to abutters and maintaining abutters rights once conservation land is opened up for passive recreation.
- There are two types of properties that have been allotted for conservation usage

- There are lots that are landlocked by abutters property and as of now are left “as is”
- There are lots that have extensive resource areas that would not be usable for passive recreation
- There is land that could be used and does have public access that could be utilized with minimal disturbance to abutters and resources.
- Land that is currently “as is”
 - Current State and Town regulations for usage laws would still apply.
 - Land would be monitored by Con Comm.
 - Land would not be publicized to general public

Chairman Woods redirected conversation to the Conservation Land Usage Regulations – Draft document that Mr. McGrath had distributed to the board. Mr. McGrath explained that the draft document is in response to questions the board had inquired about regulations for passive recreation. He had distributed a copy to Town Counsel for his comments, which were displayed in red on the form Mr. McGrath distributed at the beginning of today’s meeting. Chairman Woods wanted to discuss the line that reads “Hunting, Trapping and carrying firearms or other weapons is prohibited on all conservation lands.” There was a mix-up in the paperwork that he distributed. The version he emailed to April earlier in the day was accurate, except for Town Counsels comments in red that were on the other copy distributed by Mr. McGrath at the beginning of the meeting. Mr. McGrath stated he would like it to be open to hunting as permissible by MA State Law as hunting helps to control the wildlife population in areas. It was noted that excessive deer populations can actually be harmful and cause a lot of damage.

- Regulations
 - Any change/adoption to land use regulations would require review by Parks and Recreation, Board of Selectmen, and Con Comm.
 - The general law (MGL c. 40, section 8C) states: “The (conservation) commission may adopt rules and regulations governing the use of land and water under its control, and prescribe penalties, not exceeding a fine of \$100, for any violation thereof.
 - Would it be inconsistent with state law therefore to state that the BOS and Parks & Rec Commission must approve any changes?
 - Would it make more sense to incorporate any oversight into the deed instead?
 - Mike May stated that he felt that the intent of taking the lots of land and placing them into conservation status was to protect the property from outside interests and keep it available for the best interests of the residents of the town. He stressed the need for a partnership between Con Comm and the BOS coming together because by nature Con Comm is regulatory and protective while the Board’s goal is to hear the residents of the community and be their voice. Mike’s concern is that the language in the draft can lead to further interpretation down the road that would close off all use of the land to the general public. He would like to dig deeper into the draft with Con Comm, Town Counsel and the BOS.
 - TA reiterated town counsel’s concern that in regards to MGL c. 40, section 8C, once the parcels are conveyed to Con Comm’s control, they can make adopt any rules or regulations they see fit regardless of what the BOS or Parks and Recs may suggest. The BOS needs to be cognizant of the reality that although the current Conservation Committee may be all in favor of having the BOS involved elections come and go and members on boards change. The future Con Comm may not feel the same way in six years.
 - Initial draft of regulations was left with BOS for further review where Con Comm and BOS will meet again to discuss. TA will reach out to town counsel and research options that we may have available to us.

Hearing: Tower Hill:

The Board approved a request for Change of Manager.

Jaimie Underwood made a motion to approve the change of manager from Katherine F. Abbott to Howard Wood Peterson Jr. Mike May seconded the motion; voted all in favor.

Camp Harrington:

Question was asked to the Board from the audience if there were any updates on Camp Harrington. Mike May stated that there were no updates at this time. He added that in two weeks there should be an update published in The Banner.

At 8:12 PM on a motion made by Selectman Michael May and seconded by Jamie Underwood, the following roll call vote was recorded to go into Executive Session under MGL c. 30A §21 ¶2 to discuss strategy with respect to negotiation of non-union personnel: the Town Administrator's contract. James Wood: Yes; Michael May: Yes; James Underwood: Yes. The Board agreed they would reconvene only to adjourn.

At 9:16 PM Jamie Underwood motioned to adjourn; Mike May seconded; voted all in favor.

The meeting was adjourned at 9:16 PM.

Respectfully submitted,

April C. Steward,
Administrative Assistant
Board of Selectmen

Meeting Materials:

Meeting sign-in sheet (on file in BOS office)
Meeting Minutes 05/23/16 (on file in BOS office)
TA Report (on file in BOS office)
Dispatcher's Contract (on file in BOS office)
Boylston Furniture Surplus Pictures (on file in BOS office)
Actuarial Valuation Report 7/1/16 (on file in BOS office)
TA's Contract (on file in BOS office)
Gough House Lease Draft (on file in BOS office)
OPM Report (on file in BOS office)
Spectra Energy Letter (on file in BOS office)
Hwy Superintendent Report (on file in BOS office)
Michael Hays Letter of Recognition (on file in BOS office)
PD Activity Report (on file in BOS office)
Building Inspector's Permit Report (on file in BOS office)
Town Counsel email dated 7/18/16 (on file in BOS office)
Conservation Regulations – Draft (on file in BOS office)
Massachusetts Quitclaim Deed (on file in BOS office)
Preserving Land for Boylston's Future PPT (on file in BOS office)