



Board of Selectmen

Date of Meeting: Monday, August 8, 2016
Location: Town Hall, 221 Main Street
Time: 6:15 PM – 8:50 PM
Members Present: Chairman James Wood; Michael May; James Underwood; Stephen Madaus, Town Counsel; Marty McNamara, Town Administrator; April C. Steward, Administrative Assistant to the Board

The meeting commenced at 6:15 PM.

At 6:17 PM on a motion made by Selectman Michael May and seconded by Chairman Jim Wood, the following roll call vote was recorded to go into Executive Session under MGL c. 30A §21 ¶3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares. James Wood: Yes; Michael May: Yes; James Underwood: Yes. The Board agreed they would reconvene and enter regular session at the conclusion of the Executive Session.

Compass Pointe: Chairman Wood stated that the purpose for the Executive Session was to discuss the bond for Compass Pointe. The board will come to a decision on it. Mike May made a motion, after having heard from Special Town Counsel and the Town Administrator on the offer for the settlement on the bond on the first phase of Compass Pointe and settlement of bond numbers 1039362, 1039635, and 1077686 that we accept the settlement offer of \$181,468.50 and to authorize the Chair to sign any and all necessary documents. Jaimie Underwood 2nd the motion, voted all in favor.

The Board may have a Special Town Meeting in September. Chairman Wood expressed the Board's desire to get the road project done before the winter. Steve Mero did not think there would be enough time to hold the town meeting, and get the road done before winter. TA stated there is a potential to get the funding in from the bond within a couple of weeks, statue states we need to have a town meeting in order to appropriate the funds. So if we had the town meeting on September 12th and then put the RFP out immediately possibly there would be enough time. TC stated we could put the RFP out prior to the town meeting, we just can't enter into the contract without the funds being appropriated. TA's thoughts were that if a contractor is already in town paving Edgebrook Dr., possibly they would be able to them pave Compass Pointe Phase I road as well. Hwy Supt. does not believe that the contractor will be available at the end of the first paving job, they will be already booked. TA does not want the residents to have to wait until town meeting in spring of 2018 to have the road accepted as a town road.

The Board scheduled a Selectmen's Meeting for Friday, August 12th to decide if holding a Special Town Meeting and subsequent RFP in September 2016 would be in the best interest of the town and residents of Compass Pointe.

Report of the Town Administrator to the Board of Selectmen:

- ***Update on two items we are awaiting legislative approval on:***
 - Chief Sahagian working past the age of 65. Only need approval in an informal session and it is expected to be approved in a matter of weeks.
 - The sale of the property along Elmwood Place did not make it into this session. It was approved in the House and went to the Senate late on Sunday evening. There were a few questions posed in the Senate and time ran out so the Bill died in the Senate.
 - Representative Naughton will refile the Bill for the session beginning in January. It is expected to pass rather easily then.
- ***Bids for repaving Edgebrook Drive:*** Opened on Wednesday, July 27th. Seven companies bid for the work with process ranging from a high of \$287,900.00 to a low of \$157,460.00. TA asked the Board to

award the bid to the lowest bidder, Mass Broken Stone at \$157,460.00. Once awarded a contract will be drawn up and work can be scheduled to move forward. Jaimie Underwood made a motion to accept the bid from Mass Broken Stone at \$157,460.00 for the repaving of Edgebrook Drive. Mike May seconded; voted all in favor.

- **Historic Preservation Project:** TA has been in contact with the Historic Preservation Project regarding their review of the lease agreement for the Gough House. TA has been informed that they and their attorney are still reviewing it. Some of their board members have concerns about the changes in wording. It may be several weeks before they are ready to get back to us.
- **FY17 State Budget:**
 - TA has been informed that included in the FY17 State Budget is an earmark of \$50,000.00 for the Town of Boylston for hosting the Police Academy. Obviously much can change as we go through the year and while we are certainly hopeful we will receive this funding, it is not a certainty at this point. We did receive \$25,000.00 for FY16. This was sponsored by Representative Naughton.
 - TA also understands that there was \$500,000.00 in the Economic Development Package for roadway improvements in connection to the distribution center and other developments proposed on Route 140. We will need to wait to see how funding will shake out over the next few months.
- **Final State Aid Numbers FY17:**
 - The amount we will receive for Education and General Government aid is a bit higher than last year, however it is nothing to jump for joy over. This year our total receipts are estimated to be \$930,504.00, compared to about \$868,855.00 last year.
 - A copy of the Notice was presented to the Board. The DOR has a year to year comparison guide on their website that you can access to review a number of different categories. TA printed off a few of them that he found interesting and included them with the notice.
 - One report that was included shows our annual Free Cash has been substantial over the past several years. This is a result of our department heads being very careful with tax payer funds during the year. This so called Free Cash is then used in the following year to reduce the tax rate, make major vehicle and equipment purchases, and to add to our Stabilization Fund Balance.
 - There is a chart showing our Stabilization Fund Balance has grown significantly over the past 3 – 4 years to a balance of \$1.23M.
 - The last chart printed shows our Excess Capacity. That is the amount under what our annual budget could be based on Prop 2 1/2 . This obviously shows that over the past 4-5 years our budgets have been below what Prop 2 1/2 would have allowed. TA feels this shows good budgetary restraint by the BOS, the FinCom, as well as other boards.

Mike May Presentation: Review and Discussion- Improving Successful Outcomes for the Town and Developers

The BOS had sent out a message that it was going to be developer friendly in an attempt to build our commercial growth in town. The town has a rich population of seniors on fixed incomes, a new school system and commercial growth is needed. The BOS previously sent out a message that Boylston is becoming a developer friendly, economically viable town. The reasons we need to do this are because we need to depressurize the burden on the families and seniors in town.

Mr. May would like town management team to look back at our track record and see where we can improve

- Identify speed bumps
- Tension, some is healthy, some is not
- Desires to work towards having a collaborative effort within our departments
- Looking for other department to weigh in on the process
- Desired outcome
 - Quicker realization of revenue
 - Smoother process
 - Less stress

- Lowering town risk and improving developer success rate
 - Lessen the load on town departments
- Boylston doesn't have a Town Planner, someone who has dialogue between the different boards – Town Counsel. A person who understands the town process and state requirements
 - Tony Z – whole system is antiquated. Big gap between meetings. Joint meetings helpful? Can we shrink down the boards and gather more of them into one meeting to help speed up the process
 - Laurie - Town does have a group (Expedited permit processing) to meet with developers to help streamline the process. Volunteer driven. Not for decision making.
 - Dennis C. – developer comes in. They work 60 -80 hrs. per week. We only work 10hrs a week. Conflict between town government and expectations of the developers. Dev. need to understand that coming into the smaller towns.
 - Bill – talked to Laura's comment. There are regulatory issues that are out of our hands. Example – storm water management permits are state mandated. Recently the planning board met in the morning to expedite a permit for a developer. So they are trying to accommodate. Planning board may have difference in vision of the town vs. the BOS vision.
- Mike M. – Selectmen hear from the community and try to implement things that will take the community into a direction that it needs to go. They also provide management in an executive role
 - Chip B – growing pains of the town. Town has been growing and we are expanding. Do we need to acquire more professional help to manage problems associated with a growing town? Boards would like to be reasonable but on the other hand there are regulatory obligations that are very black and white. That is part of the process. We are not the Developers professional help, we work for the town.
 - Jeff – turnaround times. Regulations have to be followed. Filing dates, public hearing are held once a month. All business is finished in one session, not being held over to the next month. Every town has its own nuances, Boylston is not that much different from other towns
 - Laurie – Regulatory Boards develop a FAQ sheet for developers coming into town?
 - Tony Z – wanted to reaffirm that this problem is not specific to Boylston – it is a state wide issue.
- Mike May – People come away from meeting with their own perceptions. During and after when they return for subsequent meetings impressions are developed. There is a misperception taken away from some of the meetings. Cul-de-sac rule is a definite speedbump for larger projects. That needs a discussion for larger projects. There are some painful issues going on with bonding that is stopping projects until \$ is raised and problems are fixed. What is the Cul-de-sac rule? Developer can only go so far unless they get a waiver from the town before he can go any further he needs a waiver or put up a huge bond amount. Tax evaluation goes up on unimproved lots. Not desirable to the developer due to huge financial burden. Mike would like to see a non-board liaison that could work with the developers and the town and help facilitate with the development process. He feels that with the developer's investing millions of dollars into the town we should be working harder with them and not against them. He feels that more open communication and a stronger on site presence would smooth a lot of the bumps out.
- There are times that the developers are choosing not to attend meetings and are not willing to enter into discussions in regards to their issues and/or concerns. Volunteers are not around during the day to drop in on site.
- Speed to completion of project.
 - Chip B – Town generates revenue by raising taxes. Additional houses = additional revenue, however they also bring along addition expenses to the town so at some time we will reach a break-even point. If you follow the rules, you can develop your property.
- Mike M. – Barnard Hill is a plus for the town and over 55 is a plus for the town.
 - Laurie – Neighborhoods are going to be developed whether it is good or bad for the town.
 - Bill – Residential development is not cost negative to the town. We have a lower birth rate in the town and the cost of the houses are high are the 4th or 5th house for some of these peoples.

They are very rarely having school age kids using our school systems. They are positive tax growth developments. We do not have sewerage therefore no low income housing on the town. Cul-de-sac rule and implications. Master plan and planning board regs. No more than 600 feet, no more than 6 houses on street. Agrees that phasing on should be implemented on some projects. But no one forced any developers to come in and build in this town. They came here knowing the rules and regs. And we have looser regs than most towns in ma. Willing to look at some changes as long as it doesn't negatively impact the town.

- Steve M. – Communication is a 2 way street. Developers can come in and make their case, and some just complain and they do not come in. Rules and regs are available on line, it is not a secret.
- Discussion ensued about communication, phasing, cul-de-sacs, FAQs, and developer education.
- Action Items Discussed
 -

FY17 Appointments:

- Michael May motioned to appoint Erin O' Toole to Cultural Council; James Underwood seconded the motion; voted all in favor.

Miscellaneous:

- Board decided to schedule a Selectmen's Meeting for Friday August 12th to decide if they should hold a Special Town Meeting in September 2016
- James Underwood motioned to approve the Selectmen's Meeting schedule for September 2016 through December 2016; Michael May seconded; voted all in favor.
- Michael May motioned to approve the Town Administrator's contract for a three year period and to authorize the Chair to sign and execute contract on behalf of the board; James Underwood seconded; voted all in favor.
- Parks and Recreation - Tina Potenti approached the board regarding the soccer fields. Joe from Boylston Soccer had let them know that due to the drought and the high water use at the field they were not going to be able to pay the water bill to the town. Parks and Rec cannot cover the cost of the water bill either as it would drain their entire budget for the year. If the water is shut off, the fields will be lost. Current bill is \$3,500.00 and soccer is going to pay that portion. Parks and Recreation is looking for coverage for July – September from the board. The board decided to pay the water bill for the remainder of the season from the Hillside account. All users of the town fields sign maintenance agreements agreeing to pay for treatments for the fields such as lime, fertilizer, electric and water bills. The town mows and takes care of trash removal, Parks and Rec takes care of the irrigation equipment.

At 8:50 PM Jamie Underwood motioned to adjourn; Mike May seconded; voted all in favor.

The meeting was adjourned at 8:50 PM.

Respectfully submitted,
April C. Steward, Assistant to the Board of Selectmen

Meeting Materials:

Meeting Minutes 05/23/16, 07/18/16 (on file in BOS office)
TA Report (on file in BOS office)
Town Administrator's Contract (on file in BOS office)
Town of Boylston Review and Discussion PPT (on file in BOS office)