



## Board of Selectmen

Date of Meeting: Monday, June 5, 2017  
Location: Town Hall, 221 Main Street  
Time: 6:30 PM – 8:22 PM  
Members Present: Chairman James Wood; Michael May; James Underwood; Marty McNamara, Town Administrator; April C. Steward, Administrative Assistant to the Board

The meeting commenced at 6:30 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

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

- ***Crime Statistics*** were presented.
- ***Chief's schedule:***
  - Apr 10 Central St. MVA fatality
  - Apr 26 Chief's in service training
  - Apr 27 B12 put on LEAD training at BES for 5<sup>th</sup> grade
  - Apr 27 New 3-11 Dispatcher started
  - Apr 27 Clinton District Court Ticket Hearings
  - Apr 28 Met with a resident on LTC issue
  - Apr 30 Attended public safety church service and brunch at Congregational Church
  - May 1 Attended Town Meeting
  - May 4 Attended Retiree luncheon at Town Hall
  - May 8 Portable breath machine calibrated
  - May 10 Juvenile court hearing for assault case
  - May 15 B12 put on LEAD training at BES
  - May 17 Met with Superintendent for security drill planning
  - May 20 MVA accident on rte. 70
  - May 22 Tower Hill meeting about traffic controls during events
  - May 25 Clinton District Court Ticket Hearings
  - May 26 Suspicious vehicle reported by Highway Superintendent at Pop Warner ball field. Owner of vehicle was located via GPS ankle monitor and was found deceased.
  - May 29 Memorial Day detail
  - May 29 Officer Ryle's last shift. Returned to Barre for a FT opportunity. Job opening has been posted
  - May 30 Car 5 flat bedded, in need of a new transmission
  - Jun 1 Recovered a WWII bazooka round from a resident on Main St. Bomb Squad called in and round was determined to be inert, explosives had already been removed. They took the round with them
  - Jun 4 Worked 7 PM to 3 PM overtime cost saving shift. Attended TRMHS graduation
  - Jun 5 B12 put on LEAD training at BES
  - Jun 8 Haverhill drug confiscation/drop off destruction scheduled
  - Jun 21 BES Field Day
  - Jun 23 Last day of school
  - Jun 28 Clinton District Court Ticket Hearings
  - Jul 7 Firing Range at Sherriff's Dept. range

Request for a blind driveway sign, but couldn't warrant the sign. Over use of signs, if not warranted, cause sign blindness

**Report of the Highway Superintendent to the Board of Selectmen:**

- Running on a short crew
- Several applications for open position. Made an offer to an applicant and he has accepted the position
- Equipment maintenance and repairs continues
- Roadside mowing continues
- Road Patching Continues
- Signage replacement
- Catch basin cleaning and repairs
- Tree removal on Green St.
- Worked with Tower Hill to replace a tree on the Common
- Rte. 140 drainage project has begun
- Old equipment has been listed for sale on Municibid. One truck has been sold for \$10K.
- The town sweeper continues to break down and repairs are costly. The machine is 20 yrs. old. Previous attempt to have it replaced was shot down and there is no budget money left to repair it. Maybe for next year we rent a machine or outsource the work. New machine is around \$220K. It doesn't seem worth it to buy one at that cost.
- Chapter 90 road repairs. Steve would like to see Linden St. completed and then Central St. to Cross St. Cross Street to Rte. 70 is a bad stretch as well. A few bad winters and construction in town has been bad for the roads. Hwy. Superintendent going to put out RFP and see how much it will cost for the following Streets
  - Linden Street (Central Street to Cross Street)
  - Cross Street (Rte. 70 to Linden Street)
  - Dewey Ave (Rte. 70 to Oregon Street)
  - Oregon Ave (Dewey Street to Cook Street)
  - Miles Ave (Dewey Street to Cook Street)
- Cemetery Interments
  - 8 Full Burials
  - 5 Cremations

**Follow Up on H Intersection Discussion:** The Highway Superintendent is not in favor of closing the intersection at this time due to the high volume of use. Mike May asked for feedback on possibly limiting or restricting usage during certain times of the day. Chief Sahagian pointed out that there are no lines, no waiting on East Temple yet no one is utilizing that street. Accidents at that location are a sporadic thing. We can go along time with no accidents there. Chief Sahagian would like to see the passing lane on Rte. 140 taken away, signage to indicate there is no passing. Paint it that there is no passing and make Rte. 140 South a no left turn onto the H. Mike would like to see a 60 day test to limit the turns onto the H during rush hour traffic and see how it goes with the flow of traffic. He feels it will make more people go down to the light at 70 and 140. Jaimie feels that right now would not be an accurate time of year to test this due to no school traffic. The Chief agreed. Discussion ensued on proposed 3 or 4 way light at the end of FedEx Drive and Rte. 140. A four way light at that location could quite possibly solve the traffic and safety issues at the H intersection and at Colonial Drive. Highway Superintendent and the Chief will discuss further about how they would like to sign and stripe the road.

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

- *Schedule of Permit Fees* were presented.
- Building Inspector had sent an email to the board about proposed new schedule of permit fees. The BOS and Inspector had a discussion about the new schedule. The BOS would like to look at approving the new schedule at the next meeting after a few different scenarios can show what the new formulas will do.

**Appointments to Parks and Recreation Board:** Jim Spencer

*Maple Stolecki motioned to approve the appointment; Bonnie Johnson seconded the motion; voted all in favor.*

Bonnie Johnson would also like to bring it to the Board's attention that Allison would also like to join the board and that would be their fifth member. She will be appointed at the July 17<sup>th</sup> BOS meeting. Bonnie also asked if the P&R board could get their own credit card. The Town Administrator had concerns about the low credit limit on the card and the chance of the limit being exceeded due to unknown purchases being made by multiple departments using the same card. Bonnie asked about the open library room. They would love to see it as open space. Jaimie said that right now the CVOA is looking to move into a more private location but nothing has been set in stone yet. Bonnie isn't looking to move into the space, she is looking for open space to do programs in. The Town House charges usage fees and the P&R feels they cannot afford the fees. The BOS said they will not charge fees for senior activities. Steve Mero said that in the past, if the P&R is going to benefit anyway in revenue from the use of the facility it should go to the cost to use the building and not directly benefit the program. It should go to the cost of the utilities. Mike May suggested that Bonnie provide a proposal to the Town House Committee to map out what their plans are and what they feel is reasonable.

**COA Board Update on Outreach Worker Open Position and Van:** Dennis Goguen

Jaimie wanted to check in with the COA Chair, many people have approached him lately inquiring about the open position and the use of the van. Dennis stated that the interviews for the open position are slated to be done within the next two weeks. That person is going to be helping with setting up appointments for the van and then they will go from there. There are concerns with the van – there are no operating procedures. If something breaks who do they call? Dennis doesn't feel comfortable writing the policies and procedures for the use of the van. Is it the COA responsibility or the BOS responsibility? The BOS doesn't write policies for any other department. Should they call Cranston's to make towing arrangements ahead of time? Jaimie volunteered to help the COA interim person write the policies and then it can be brought before the BOS for approval. Marty said the reason that we did not write the policies is because the seniors may have unrealistic expectations for the van use, such as door to door service where it is curbside service due to insurance regulations. Other towns have scheduled days that they go places and they have established fee schedules. What are the needs of the seniors in Boylston? Does anyone know? Once the coordinator is in place they can assist with this process. Dennis asked what will we do if the van breaks down and it is full of people. Jim said we need to get the van on the road first and foremost.

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

The Town Administrator asked the board to adopt the attached Resolution and authorize the execution of the lease financing documents provided by Stephen McNamara. Jaimie Underwood moved that the Board vote to adopt the "LESSEE RESOLUTION", as presented, and to authorize the execution of the same, and authorize Town Administrator, or, in the alternative, the Chairman, to execute all documents necessary to enter into lease financing agreement with the Tax-Exempt Leasing Corp., for the procurement of a Horton Model 623 Ambulance on a Dodge Chassis, all as authorized by vote under Article 23 at the 2017 Annual Town Meeting; Mike May seconded; voted all in favor.

- ***Sewell Street RFPs:*** As you know, we received three proposals for the Sewell Street Property. The proposals are as follows
  - ***\$250,000*** – Build two residential houses and equipment storage. Possible planting of a Christmas Tree Farm.
  - ***\$500,000*** – Cash offer, closing 30 days from signing P&S Agreement. Subject to confirmation that there are 5 ANR Lots on the site.
  - ***\$720,000*** – Cash offer subject to buyer securing all permits and approvals for a 24 unit over 55 age restricted community. I can tell you that our Bylaw requires that there be 10 acres.

*Mike May motioned to accept the \$720 proposal for the Sewell St. Gravel pit; Jaimie Underwood seconded; voted all in favor.*

- **40B Regulation Training:** Last Tuesday evening we had a training session on 40B regulations. Using funds from our \$15K Grant that we received from Mass Housing, our consultant, Mr. Joseph Peznola of Hancock Associates did the training. Members of the ZBA, Planning Board, Conservation Commission, and Earth Removal Board attended. I believe that the training was very insightful and all attendees benefited by attending. Mr. Peznola emailed copies of the materials used for the training and I forwarded them to all attendees.
- **MASS IT IT Health Check:** Back in early May, our IT service provider in cooperation with MASS IT performed an IT Health Check here at Town Hall. The results showed that we are in decent shape with a couple exceptions. The biggest issue has to do with the Network Location and Serviceability. Because we have various pieces of equipment scattered throughout the building, a single point failure can crash the entire system and can hinder troubleshooting when there is a problem. With the upcoming installation of the new server, it is our intention to rectify this situation as well as a couple of less critical issues.
- **Legislative Petitions:** As I mentioned as the last meeting, the two legislative petitions involving Boylston have passed in the House and are awaiting Senate action. On Tuesday, I contacted Sen. Chandler's office to again request quick actions on these bills. I was told that the Senator has informed the Senate President of the importance of these bills and has asked that they be placed on the schedule as soon as possible.
- **FY18 Salaries:** In your packet is a listing of employee salaries for FY18. The Treasurer has asked that you approve the salaries and sign a copy for her file.
- **The Worcester Business Journal:** The Worcester Business Journal has featured a story about the FedEx Project in their latest issue. A copy of the article is in your packet.
- **Nicholas Ave. RFP:** The Request for Proposals (RFP) for the sale of the parcel on Nicholas Ave and the parcel on Elmwood Place are in your packet. If you can approve those RFPs I will submit the one for Nicholas Ave. and run the ad next week. The deadline for proposals will be July 17<sup>th</sup>. I will hold the Elmwood Place RFP and wait to run that ad soon after the passage of the legislation.

*Jaimie Underwood motioned to allow Marty McNamara to advertise the Nicholas Ave. RFP; Jim Wood seconded; voted all in favor.*

*Jaimie Underwood motioned to allow Marty McNamara to advertise the Elmwood Place RFP as soon as it passes legislation; Jim Wood seconded; voted all in favor.*

- **Building Inspection Fee Schedule:** There is some information in your packet regarding the Fee Schedule for building inspections from Tony Z.

**Appointments to Memorial Day Committee:** Richard Lewis

*Mike May motioned to approve the appointment. Jamie Underwood seconded the motion; voted all in favor*

*At 8:22 PM Mike May motioned to adjourn; Jamie Underwood seconded; voted all in favor.*

The meeting was adjourned at 8:22 PM.

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

**Meeting Materials**

Agenda  
Meeting Sign-In Sheet  
TA Report  
Building Superintendent Report  
Highway Superintendent Report  
Crime Statistics

On file in Board of Selectmen's Office  
On file in Board of Selectmen's Office  
On file in Board of Selectmen's Office  
On file in Board of Selectmen's Office  
On file in Board of Selectmen's Office  
On file in Board of Selectmen's Office  
On file in Board of Selectmen's Office