



Board of Selectmen

Date of Meeting: Monday, August 14, 2017
Location: Town Hall, 221 Main Street
Time: 6:30 PM – 8:10 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 6:30 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

Moment of silence for Steve Osterberg and Ray Shankle was observed.

Citizens Comments to the Board of Selectmen:

- Steven and Gina Tashjian from 92 Central Street came in with concerns about the traffic generated from Tower Hill, especially during special events. They estimate between 20 to 30 vehicles come down Central Street driving the wrong way on a one way street and then turn around in their driveway causing property damage as they attempt to turn around. Free Fun Friday covered their land with garbage and there was an unbelievable amount of traffic. Chairman Wood let them know that the CEO from Tower Hill is in attendance at the meeting and will be discussing the problem.
- Walter Karpowski from 478 Green Street came in to inquire about the requirements to pave Green Street. The Town Administrator let Mr. Karpowski know that the road will be paved by the end of October. Mr. Karpowski left very pleased.

Report of the Town Administrator to the Board of Selectmen:

- ***Tower Hill Traffic Issues:*** On Monday, 8/7, I met with Grace Elton, the CEO of Tower Hill, regarding traffic issues at their facility. Ms. Elton will be addressing the Board shortly to discuss their plans to help alleviate the parking and traffic problems.
- ***Summer Paving Work:*** The letters notifying the contractors of the bid award for paving have gone out. Contracts for those 2 projects are here for your signatures.
 - As you remember the Chapter 90 award went to Mass Broken Stone with a bid of \$380,970.00, and the Compass Pointe Project award went to P. J. Albert of Fitchburg with a bid of \$94,500.00. We expect P. J. Albert to begin in early September, and MBS to be late September or early October.
- ***Town House Painting:*** I received word from Sgt. Eric Locke at the Worcester County Sheriff's Department that they have time in their schedule to begin painting at the Town House. They are tentatively scheduled to begin Tuesday 8/22 and continue for 2 weeks. They intend to have 5 inmates and 1 officer on the job. We need to provide them with the paint, brushes, ladders or lifts, etc., we also need to supply water and lunches for the crew each day. Bob Bourassa is heading up that operation.
- ***Boylston Cell Tower Lease:*** We have received an offer from SBA Communications, the company, which leases property here on Hillside for their cell tower. They are interested in extending their lease by 25 years. Their current lease expires in 2024, and they would like it to go out to 2049. They have offered a \$20,000.00 payment as incentive, as well as a base monthly lease rate of \$2,500.00 with a 3% increase each year.

- We have spent a great deal of time searching for information related to a Town Meeting authorization vote and/or a Request for Proposals for the site. We can't find either. We don't know right now if we can legally extend the lease, in fact we don't know if the current lease is even valid. We are continuing to search, and hopefully we will have some information at the next meeting.
- **Elmwood Place RFP:** The RFP for the sale of the parcel on Elmwood Place had been advertised in the Central Register, and in the Telegram. We have received 4 requests for information. Proposals are due @ 11:00am on Thursday, September 14th.
- **Special Town Meeting:** Several issues have come up in the past week or so, that may require us to hold a Special Town Meeting. Most having to do with development.
 - Authorization for the BOS to purchase land off School Street for a possible 4-way intersection at the FedEx entrance on RT 140.
 - Planning Board articles re: Zoning Changes for 55 plus housing.
 - Authorization the board to petition the Legislature for an additional 3 pouring liquor licenses.
 - Authorization to dispose of, by sale, approximately 4 +/- acres of land
 - On Rt. 140. Assessors Map 12/10. There has been at least 1 inquiry from a financial institution about that property.
- We would certainly have more conversation about each of these issues prior to inserting them on a warrant, but they are some of the matters we would be bringing to the voters. If the board is inclined to go forward with a Special Town Meeting, I propose the following schedule.
 - September 5 Declare the Open Warrant.
 - October 2 Warrant Closing Date.
 - October 10 Review and Finalize Warrant with FinCom, and Town Counsel.
 - October 16 Warrant to Print.
 - October 23 Warrant mailed to Voters.
 - November 6 Special Town Meeting @ 7:00pm.

Mike May motioned to schedule a Fall Special Town Meeting with a warrant opening on September 5th and the Special Town Meeting to be held at 7:00 PM on November 6th; Jaimie Underwood seconded; voted all in favor.

- **Appraisals:** In addition to the Special Town Meeting, I would ask the board to authorize me to get appraisals on 3 parcels, 2 of which I mentioned earlier. The area on Rt. 140 that we may be asking the voters to purchase for the 4-way intersection, the 4 acre parcel on 140 that we may be asking to sell, and the parcel on Pleasant Lane that was donated to the town. I think it is important that we know the appraised value of these properties before we go forward. *Mike May motioned to authorize the Town Administrator to seek appraisals on the three parcels as defined; Jaimie Underwood seconded; voted all in favor.*
- **Tax Collections:** I want to bring the board up to date regarding tax collections. On July 27th, the Collector sent out letters to delinquent taxpayers advising them of their FY 17 delinquency. At that time, there was \$83,165.00 outstanding for FY 17.
 - The Collector has since collected \$46,527.00, leaving a balance owed of \$36,638.00. She is planning to send another letter in the next few weeks.

Tower Hill Botanical Gardens: Grace Chapman Elton

Chairman Wood asked Grace to come in to discuss traffic issues generated by special events at Tower Hill. Residents are not even being able to use French Drive during events. The town enjoys having the botanical gardens in town and would like to see what can be done to work things out. The event "Free Fun Friday" generated 4,746 people and they were expecting 2,500 - 3,000 people. The event is to remove the financial burden for a day for visitors and to educate and introduce people to a horticultural garden to allow them to experience what it has to offer. The Highland Street Foundation is the group that provides the grant for the day and they are the ones who promoted the event. The garden opened at 10:00 and had to close the gates by

10:45 because they had reached full capacity. Later in the day the gates were closed once again for an ambulance to gain access to the facility for a medical emergency.

Chairman Wood said he went by the facility at 10:30, 11:30, and 1:30 and the traffic issues were the same throughout the day. Gina added that this happens at all of the events, not just this one. People pass the gardens and then in an effort to turn around they take a right onto Central Street driving the wrong way on a one way street and then turn into her driveway to turn around and then knock all of their cobblestones over in their driveway. She feels that this is a huge invasion of privacy and she wants it to end. Jaimie wanted to know when the guard shack is going to be moved to the top of the driveway. In May, 2017 they implemented a temporary guard shack to be utilized during special events. They were using that at this event, however, traffic was still backed up onto French Drive. Jaimie also expressed concern about exceeding capacity inside buildings during events like this and not being in compliance with fire codes.

There are several things that Tower Hill does do in anticipation of large crowds. They work with the police department and hire police details to be in place to control traffic flow in and out of the facility. Traffic enters Tower Hill via French Dr. and exists onto rte. 70. Mike May asked the Police Chief to offer any suggestions he may have to offer to help alleviate the traffic issues.

Chief Sahagian thought that it works well when the temporary guard shack is moved all the way up the drive as it was at this event. After the driveway becomes full he would like to see the gates closed and cars sent offsite to a staging area where they would wait until the line has gone through the guard shack, or they would be advised to come back for the next show. Tower Hill wants to increase the size of their lots and to look at other options, such as shuttling people from places like Tahanto, Calliope, or the Congregational church. In all fairness to Tower Hill, the Chief said he has never seen anything like that day. There was a great number of people in a short amount of time, it was a huge day. Both the Tower Hill staff and the Police Department were trying to manage the situation, but the volume was too much.

Jaimie expressed concern that if Tower Hill continues to grow and expand, for example the children's center which has been proposed, the issues will not go away they will just continue to grow worse if not addressed now.

Steven Tashjian added that due to the uniqueness of the two roads and the lack of visible signage at the entrance to Tower Hill, visitors tend to drive right past the entrance and then are turning around on private property. If there was more signage so people visiting could locate the entrance he feels that that would alleviate some of the problems.

Mike May suggested that when an event is going on at Tower Hill it might be helpful for them to provide cones and signage to abutting neighbors to keep visitors off of private property. The Highway department has already put up signage stating that Central Street is a One Way Road but the Tashjian's feel that the signs are not visible enough and more needs to be done.

Grace presented a master plan of drawings. What they are doing first is a Children's Garden. Their funding currently is at 50% of what they need for the project. They have raised funding for a new gatehouse and additional parking areas. They are addressing the accessibility problems before the Children's Garden is built. They have done traffic studies to add designated turning lanes onto French Drive to help alleviate traffic problems. The new gatehouse will have at least 2 windows with a 3rd lane designated for members only. There is 50 spaces of parking that are being added where there is currently grass parking. The total parking capacity will be increased from 240 to over 500 spaces. Mike May felt that that was a good start but they are going to have to look into additional parking because even at 500 it is not going to be enough.

With all the future plans that have they will be holding informational meetings with neighbors and will be coming before the boards at the Town Hall for approvals. There were questions from residents who had attended the meeting and Mr. May suggested that they meet with Grace after the meeting to discuss their concerns with her directly.

Chairman Wood summed it all up by stating that all the parties involved realize that there is a problem and it needs to be addressed. He recognizes that Tower Hill is in the process of addressing the parking and traffic issues and hopes that it will be enough. He asked for open lines of communication so that the board will be able to talk with residents in the future if concerns arise. Going forward he does not want to see this happen again. Chairman Wood also expressed concern that once events start to draw crowds of this size they will continue to grow every year. Grace stated that they are still in the process of deciding if they are going to continue with the Free Fun Friday event next year. They may try to mitigate the traffic problems by offering one free evening a week next summer, if they can get a sponsor for that.

The Police Chief liked how everything sounded but also noted that we have heard promises like this in the past and have not seen anything come of it. Tower Hill seems to now be at the point where they are being overwhelmed and a solution needs to be made. He would like Grace to go back to the garden with a sense of urgency from the town that the time is now to fix these traffic issues before someone is hurt. More parking, shuttles, limiting entrance, shutting the gate, whatever it takes to try and address the issue. Grace said they are trying to break ground in the spring of 2018 to start with the new gatehouse. That news was well received.

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

- ***Crime Statistics*** were presented.
- ***Chief's schedule:***
 - Jul 18 Met with Highway Superintendent to look at H intersection and grounds
 - Jul 22 Simple Man Motorcycle Ride through town
 - Jul 26 Attended schools emergency plans meeting at Cyprian Keyes
 - Jul 27 Conducted interviews with the top finalists in the patrolman search
 - Aug 3 Tested all Ford Explorers for CO leaks in passenger area. Three vehicles had no deficiencies. The two 2014 vehicles had minor levels of CO. Drain plugs were found to be missing in the tailgates of the vehicles and several were loose. Ford will be fixing the issue.
 - Aug 5-6 Worked weekend day shift
 - Aug 8 Office Annunziata went to the House of Corrections for a class on data sharing. The Chief is checking with other departments to see how they are handling that.
 - Aug 10 Wake for Steve Osterberg
 - Aug 11 Met with resident Michael Hays who is on leave from the Army
 - Aug 15 CDC case on a resident call in
 - Aug 15 New hire graduates from the Academy in Wakefield
 - Aug 17 Clinton District Court Ticket Hearings
 - Aug 18 Day off for wedding preparations
 - Aug 28 Tentative day for IOD officer to return
 - Aug 30 Schools open
 - Sep 8 Clinton District Court Ticket Hearings

Bob Bourassa has started the construction of the new Detective Suite at the PD.

BPD Halloween party scheduled for Sunday, October 29 from 5:00 PM to 8:00 PM at the Town House

Police Department Appointment: *Jamie Underwood motioned to appoint Timothy Trubiano with an effective date of August 23rd with the successful completion of all requirements; Mike Mat seconded; voted all in favor.*

Red Knights: Don Parker, Founding Member of MA1; Spike Ostiguy, International Vice President; Peter Stone, President MA1

The Red Knights were established in the Town of Boylston in 1982 with eleven founding members. Since then, the group has grown to over 11,000 members and come from all areas around the globe. The Red Knights organization has purchased the property located at 595 Main Street which is adjacent to the Red Knights International Park. They are looking to install a permanent office and museum at the location. They would also like to ask the town to do a land swap and trade the land located behind the 595 Main Street property to the town in exchange for the town land that the Red Knights Memorial is located on and the small wooded area in between 595 Main Street and where the memorial is located. Andy Liston is the surveyor that they are using to survey the property. The board was supportive of the idea, it would make an area available for additional parking for the Town House. The Red Knights would like to be able to go to their Red Knights International Convention this coming Thursday, August 17th and let them know that this could be a possibility.

We would need to have a warrant article for the upcoming Special Town Meeting to authorize the swap before we could petition the general legislature for approval.

Appointments to Memorial Day Committee: Betty Larkin, Debra Larkin, and Scott Larkin

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

Pleasant Lane Land Donation: Chairman Wood signed the paperwork to accept the land donation on behalf of the town.

Selectmen's Meeting Minutes: The minutes of July 17 and July 26 were presented for approval. *Jamie Underwood motioned to accept the meeting minutes as written; Jim Wood seconded; voted all in favor*

School Committee Superintendent Search: Michael May was nominated to be the BOS representative for this committee.

At 8:31 PM Mike May motioned to adjourn; Jamie Underwood seconded; voted all in favor.

The meeting was adjourned at 8:31 PM.

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

Meeting Materials

Agenda	On file in Board of Selectmen's Office
Meeting Sign-In Sheet	On file in Board of Selectmen's Office
TA Report	On file in Board of Selectmen's Office
Crime Statistics	On file in Board of Selectmen's Office
Tower Hill 50 year plan	On file in Board of Selectmen's Office